



©

# 2019 ANNUAL REPORT ENFIELD, NEW HAMPSHIRE

---

## **Town Meeting Dates**

---

**Tuesday, March 10, 2020**

**8:00 am – 7:00 pm**

**Whitney Hall Auditorium**

**23 Main Street, Enfield**

Voting only by Official Ballot for the election of Town Officers and all other articles requiring vote by Official Ballot. Polls will be open at 8:00 a.m. and close at 7:00 p.m. There will be no opportunity to vote by ballot on Articles 1 through 7 at the second session of the Town Meeting. After the polls close at 7:00 p.m., the ballots will be counted.

**Saturday, March 14, 2020**

**9:00 am**

**Enfield Village School Gymnasium**

**271 US Route 4, Enfield**

The remaining articles, 8 through 24 will be presented, discussed and acted upon beginning at 9:00 a.m.





---

# **Annual Report**

**of the**

# **Town of Enfield**

# **New Hampshire**



**Year Ending**  
**December 31, 2019**



---

## Cover Illustration

---

### Common Milkweed & Monarch Butterfly

*Reprinted with Permission*

Artwork by Joan Thomson, Freelance Illustrator, Canaan NH

Joan Thomson is a past member of the Guild of Natural Science Illustrators and a current member of the Cardigan Mountain Art Association. Joan's working techniques include transparent watercolor, gouache, pen and ink, Photoshop, colored pencil, pastel, and acrylics.

[www.joanslifeart.com](http://www.joanslifeart.com) ~ 603-523-9274 ~ [jthomson13@myfairpoint.net](mailto:jthomson13@myfairpoint.net)



In March 2019, the Enfield Conservation Commission picked five native flowers as contenders for the designation as “Enfield Town Wild Flower” and set up voting stations at the Town Office and Library, and during the Town Meeting, so that residents could vote on their favorite. At the end of the Town Meeting, Moderator David Beaufait announced the winner, the common milkweed.

Mary Holland devotes five pages to the milkweed in her book, *Naturally Curious*, saying it is “*overlooked and underappreciated.*” Milkweed plants are essential to the survival of Monarch butterflies. The Monarch lays its eggs on the underside of the milkweed leaf. When the caterpillar is fully-grown, it spins its chrysalis, in which it transforms itself into the butterfly. Milkweed leaves provide all the nourishment butterfly larva need to transform into adult Monarchs. But the Monarch Butterfly and caterpillar are not the only visitors that milkweed attracts. Bumble bees, honeybees, yellowjackets, spiders, slugs, beetles, and at night, several species of moths make their way to this aromatic flower.

During the Christmas holidays, decorative milkweed pods can be seen at craft fairs. The silky threads inside the seedpod were used as filling for life preservers during WWII. In times past, mattresses were filled with these silky threads.

If you have never smelled a milkweed flower, you are missing out on one of the greatest joys of summer. Again, Mary Holland says it best, “*the scent of milkweed is something everyone should experience---its sweetness is beyond description.*”

---

---

# Contents

---

**Introduction .....4**

**Town Meeting Warrant & Warrant Narrative (Blue Section) .....49**

**Financial Reports (Cream Section) .....95**

**Narrative Reports – Town Departments, Boards & Committees .....267**

**Narrative Reports – Regional Organizations.....325**

**Vital Statistics .....361**

**Miscellaneous Reports .....369**

**Detailed Index.....415**



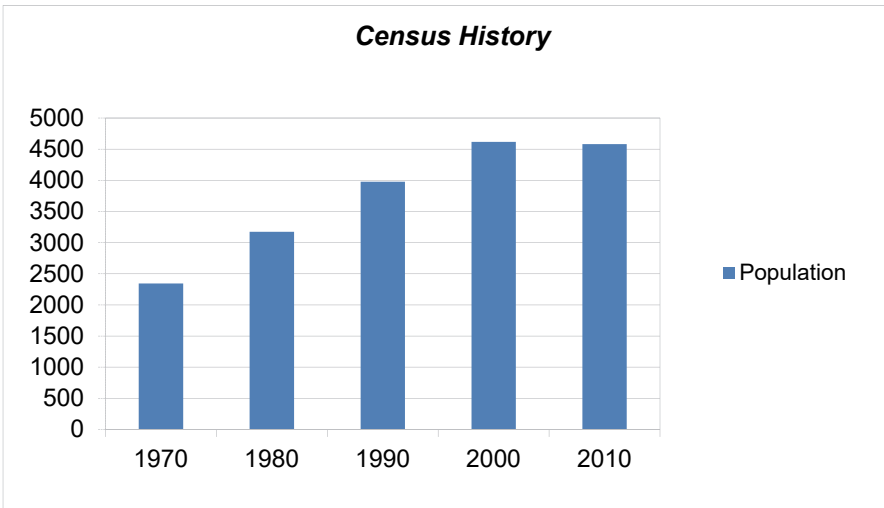
# ***About Enfield...***

***Incorporated: 1761***

***Origin:*** First named Enfield by settlers from Enfield, Connecticut, the town was renamed "Relhan" in 1766 to honor Dr. Anthony Relhan. The doctor was a promoter of sea bathing as a curative instrumental to making Brighton a fashionable English resort. The Town was renamed Enfield in 1784 after the American Revolution. Enfield was the site of a Shaker Community established in the late 1700's, whose buildings now make-up our "Shaker Village" site, being formerly occupied by the La Salette Brotherhood of Montreal. The Shrine of Our Lady of La Salette is well known for its Christmas holiday display. Enfield is home to Mascoma Lake and Crystal Lake and includes the villages of Upper and Lower Shaker Village, Enfield Center and Lockehaven.

---

<b>Census History:</b>	<b>Year</b>	<b>Population</b>	<b>% Change</b>
	1970	2,345	
	1980	3,175	35.4%
	1990	3,979	25.3%
	2000	4,618	16.1%
	2010	4,582	-.78%



**Demographics:**

	<b>Enfield</b>		<b>Statewide</b>
	<b>2000</b>	<b>2010</b>	<b>2010</b>
<b>Populations</b>	<b>4,618</b>	<b>4,582</b>	<b>1,316,470</b>
Under 18	21.8%	19.4%	21.8%
65 & Over	10.9%	13.9%	13.5%
<b>Median Age</b>	<b>38.3</b>	<b>43.6</b>	<b>41.1</b>
<b>Average Household Size</b>	<b>2.33</b>	<b>2.24</b>	<b>2.46</b>
<b>Total Housing Units</b>	<b>2,372</b>	<b>2,508</b>	<b>614,754</b>
<b>Occupied Housing Units</b>	<b>1,975</b>	<b>2,044</b>	<b>518,973</b>
Owned	72.2%	73.8%	71.0%
Rented	27.8%	26.2%	29.0%
<b>Square Miles of Land</b>	<b>40.3</b>	<b>40.3</b>	<b>8,969</b>
<b>Square Miles of Water</b>	<b>2.9</b>	<b>2.9</b>	<b>382</b>
<b>Population Density per Square Mile of Land</b>	<b>114.6</b>	<b>113.7</b>	<b>146.8</b>

---

## Dedicated to David Beaufait, MD

---

The Enfield Board of Selectmen is pleased to dedicate the 2019 Annual Report to Dr. David Beaufait. Dr. Beaufait served as Town Moderator from March 1996 until March 2019 – that’s 23 years of service to our community! Running elections and Town Meeting each year, and safeguarding our election process, requires a great deal of knowledge about state and federal election laws, as well as the ability to remain impartial, open, and unbiased. Dr. Beaufait exhibited these qualities in his role as Moderator.

Dave served a term on the board of the Mascoma Health Initiative, a committee that worked to improve the coordination and provision of health services in the area. And for a number of years he was on the board of the Mascoma Valley Community Health Clinic as they were in the process of planning and opening the clinic; he then served as employee representative to the board during their first year of operation.

Dave was one of the founding members of the Shaker Sailing Club on Mascoma Lake in 1999. Renamed the Mascoma Sailing Club, Dave has served on the board since 2007 as Sailing Club Liaison with the town. In 2014 he joined the Mascoma Lake Association as a representative of the Mascoma Sailing Club. Since this time he has been an active participant in helping with the efforts by the Mascoma Lake Association to control the presence of milfoil in Mascoma Lake.

Since his retirement as Moderator in March 2019, Dr. Beaufait has taken an active interest in Town projects, staying involved as an Enfield citizen by attending many meetings of Town boards and committees and staying informed of the goings on of municipal government. Dr. Beaufait continues to contribute at these meetings by sharing his extensive knowledge as an election official. And he is an enthusiastic participant in the Enfield volleyball group.

We thank Dr. Beaufait for all he has done for the Enfield community both as Moderator and as an involved citizen.

---

## Remembering...

---

In 2019, the Town of Enfield has sadly lost wonderful individuals who have contributed through community volunteerism and involvement. Our hearts go out to their families.



**Jon Cattabriga**

**June 16, 1938 – February 13, 2019**

Jon Cattabriga, an Enfield resident from the age of 8, graduated from Enfield High School in 1956. After graduating high school, Jon served in the US Air Force as an Air Police Officer. After his honorable discharge in 1956 he joined his father in the family oil business, CP Cattabriga and ran it until 1978.

He worked for the NH DOT for 19 years, and for at least a portion of those 19 years, kept the State roads in Enfield plowed and safe for travel for our residents. After retiring from the State of NH he worked for Shaker Valley Auto, and then the Enfield Police Department as a Police Assistant and the crossing guard at Enfield Elementary School; a position he held for 14 years. Under the direction of former Enfield Police Chief Peter Giese, Jon also served the Police Department in the capacity of Enfield Ranger throughout the duration of this program that involved our senior citizens. He was a volunteer on the Enfield Fire Department for 30 years, serving at least a portion of that time as Deputy Fire Chief, and served as NH State Fire Warden for 50 years. He also served as a Fireward from 1966-1968 and again from 1971-1974. He served on the Budget Committee from 1973-1976.

---

Jon volunteered at the Enfield Village School constructing wooden trucks with students. He also enjoyed building and creating wooden toys he sold at local craft fairs. He enjoyed camping in Maine, boating on Goose Pond, spending time with family, friends, and the officers of the Enfield Police department.

He loved and spoke of his family often, his wife Madeline, his four children and eight grandchildren; he was so proud of them all.

Jon also loved his dogs. Upon his passing he left behind his most recent golden retriever, his beloved "T-Loo."

We miss Jon dearly and feel very blessed to have known him.

## **Karl "Terry" Finsterbusch**

February 12, 1933 – March 11, 2019

Karl "Terry" Finsterbusch was born and raised in the state of New York. He served as a Naval Officer, Lt JG, stationed on the USS Stalwart. Terry and his wife, Judith, were married in 1976.

In 1997, after building a new home in Enfield, Terry retired to Mascoma Lake with his wife, Judith, where he enjoyed spending time with his children and grandchildren, boating, fishing and playing with his dogs. Terry had many dear friends in the Lower Shaker Village. He had a wry sense of humor and wit, and was a pleasure to know.

Terry served on the Conservation Commission as an alternate member from 2000 to 2003 and served two terms as a member of the Zoning Board of Adjustment from 2006-2012.

Terry is survived by his wife, Judith Finsterbusch of Enfield, four children and seven grandchildren, a brother, sister and many nieces and nephews. He will be deeply missed by all who knew him.



---

## Report of the Board of Selectmen

---

This has been an exceptionally busy year, especially with regard to planning for the future of Enfield. Of course, your Board of Selectmen has dealt with the usual on-going issues, ranging from the mandated five-year reappraisal of property to closely tracking the finances of the town. However, this year we have been especially involved in establishing processes and committees to lay out the groundwork for future improvements in the town. Last year was a year for Strategic Planning, and this year that planning is becoming evident in the various departments of the Town, and we are now investigating enhancements to facilities and infrastructure.

We established a Municipal Facilities Committee, which has been carefully and thoroughly evaluating our municipal facility needs, not just for now, but for the future. Due to the complexity of this process, a final report will not be out for some time yet, but Town Meeting of 2021 will be presented with plans and figures, and citizens will have the opportunity to vote their preferences. In the meantime, information will consistently be made public. An update will be presented at this year's Town Meeting.

After much worrying about our 1903 water lines, we engaged an engineering firm to analyze the entire water system, with half of the cost of this study paid for by a matching grant from NH DES. The plan is to replace the 15,000 feet of 1903 water lines in two phases. There is a possibility the Town may also have to drill a new well to meet future needs.

We also engaged a study of our present sewer system (this study was fully funded by a grant), which identified significant upgrades needed, especially to combat water in-flow: almost 30 % of the sewage we pay to discharge into the Lebanon treatment plant is simply water that has infiltrated our system. (We are also contesting new fees that Lebanon recently enacted; we are presently preparing for mediation.)

It is our goal to encourage more residences along Rte. 4-A to tie into that sewer line, especially from lakeside properties, and we are working to craft a reasonable fee schedule. With more use of the sewer system, the pressure on rates will lessen.

Our Mascoma Lakeside Park continues to get much use in all seasons, and we continue to make plans for its enhancement. The Lakeside Park Committee has done a fantastic job with fund raising and planning, and we thank Paul Mirski for donating his services as an architect as the committee makes plans for a gazebo on that property. Of course, the Park continues to be funded by private donations, and the Town was able to buy the Lakeside property from NH DOT in March of 2019 with donated funding.

---

The Town's finances continue to improve and we have adopted new policies and plans to help keep us on that trajectory. Approximately four years ago, we recognized the unassigned fund balance had sunk to an unacceptable level, and the Town Manager has budgeted very carefully and conservatively to help restore the Town's financial health. As a result, we tentatively expect the fund balance to be at roughly the one million mark by the 2019 independent audit. However, there is more work to be done and we must remain fiscally cautious as we prepare for the future.

Your Selectmen have been fortunate to be able to work with an energetic, hard-working, and dedicated Town Manager, and we thank Ryan for his accomplishments thus far.

As always, the Board of Selectmen wish to thank all of the outstanding volunteers who have done so much to help make this town a wonderful place to live: our dedicated volunteers on the Fire and Ambulance Squads, those members of our many town boards, and those members of community organizations who add so much to our quality of life. By working together, we can move confidently into the future.

So, thanks to all - and please come to Town Meeting to make your voices heard and your votes count!



John W. Kluge



Katherine D.P. Stewart



Meredith C. Smith  
BOARD OF SELECTMEN  
ENFIELD NH

---

## Report of the Town Manager

---

In addition to continuing to provide the customary municipal programs and services that our residents and visitors have come to expect, the Town of Enfield was able to move forward with a number of important projects and activities in 2019. A brief recap of these follows.

### ***Strategic Planning & Governance***

After developing strategic governance plans in 2018 for the 2019-2023 time period, each of the Town's operating departments began implementing the initiatives and action items that were planned for 2019. Strategic governance consists of two related ongoing efforts. The first engages residents and officials in deciding what matters most to their community and in envisioning a desired future that achieves those outcomes. This is strategic thinking; it helps people decide what to achieve. The second involves making that vision a reality by achieving strategic initiatives while managing day-to-day operations. This is operational governance; it focuses on how to achieve desired outcomes. Strategic governance is helping town officials plan for the future while managing the present in a way that helps us stay on a path to get to the desired future state.

Each strategic governance plan will be refreshed annually to adapt to evolving community needs, and department heads are working in close coordination to finalize the plans that will guide initiatives and actions over the next five year horizon (2020-2024). These plans are also aligned and integrated with the annual budget development process to ensure the initiatives proposed in the strategic plans are adequately funded.

I would strongly encourage residents to take the time to obtain additional information on the strategic governance process and the department strategic plans that were initially developed in 2018 and subsequently updated over this past year by visiting the following section of the Town's website:

<https://www.enfield.nh.us/strategic-governance-enfield>

### ***Municipal Facilities***

Arguably the most significant project undertaken (which commenced in 2018 but has made significant progress in 2019) is a comprehensive evaluation of existing municipal facilities and in-depth exploration of possible alternatives. This committee-based approach included evaluating the merits of simple upgrades and updates to existing facilities as well as contemplating the need for significant renovations/expansion of existing facilities or the construction of new buildings. A detailed accounting of this process can be found in the Municipal Facilities Advisory Committee narrative contained separately in the 2019 Town Report.

---

### ***Public Works Projects***

During the summer of 2019, with funding approved at the March Town Meeting, two sections of George Hill Road were improved. One section (approximately 4,000 feet) underwent full-depth reclamation and the other received an overlay. Additionally, Shaker Boulevard, Lapan Circle, Sargent Street, and High Street also received an overlay to provide a new wearing course.

2019 was an important year for water and sewer infrastructure assessments and planning. After commencing with the project in 2018, the Town was able to finalize an asset management plan for the municipal water system with support from Horizons Engineering. Half of the cost associated with developing the water system asset management plan was offset by a matching grant from the NH Department of Environmental Services (DES). This project involved an inspection of our wells and well house facilities; system pipes; fixed equipment like pumps, meters and controls; and other equipment and vehicles like tools and trucks. An important aspect of this assessment was determining the expected useful life of our municipal water assets and the risks associated with their failure. The probability and severity of asset failure weighed heavily when determining what needs to be replaced and how soon. The cost of asset replacement was also factored into the report. Input from the users/residents, Board of Selectmen and other Town officials was solicited during the winter and spring of 2019 to determine the targeted level of service. Ultimately, it was determined the Town has approximately 15,000 linear feet of water main that was installed in 1903 and that a large proportion of this infrastructure is showing its age and possesses a high consequence of failure. The asset management plan calls for replacing all of the 1903 water main in two phases. Furthermore, there are concerns about the ability of the Town's current water supply (which is produced by multiple drilled wells) to reliably meet water demand during periods of drought, pump servicing, or fire suppression events. As such, the asset management plan calls for the construction of a new well to alleviate production concerns. It is these essential water system investments that ultimately necessitated a more significant adjustment in water user fees beginning in 2020.

With respect to the municipal sewer system, a separate asset management and planning project (which is being 100% funded by NH DES) officially commenced in March 2019 and was largely completed by January 2020. The asset management plan identified \$1.9 million worth of needed system upgrades over the next few years to identify sources of groundwater inflow and infiltration (I&I), reduce the amount of groundwater I&I (which results in unnecessary fees being incurred because of additional flows treated by the City of Lebanon), maintain cross-country easements, rehabilitate manhole covers, and repair/replace sections of sewer piping as needed. The development of the municipal sewer system asset management plan represents the first phase

---

of a two-phase project, which also includes a detailed feasibility analysis of the Town constructing/operating its own local wastewater treatment plant (WWTP). The WWTP feasibility study commenced in earnest in September 2019 with an anticipated completion date of September 2020.

It should also be noted the Town Manager, DPW Director, and other local officials have been working in close coordination with an independent engineering firm (Pathways Consulting) and Lakeview Condominiums to develop conceptual plans for connecting private households along NH Route 4A to the recently extended sewer main. As a reminder, the NH Route 4A sewer extension project was funded by a combination of federal and state grants and loans, and the associated debt service is currently being paid exclusively by the residents of Lakeview Condominiums. Multiple stakeholder meetings were organized in 2019 and we continue to work toward developing a connection fee schedule that is fair and equitable.

### ***Master Planning***

In the summer of 2019, shortly after the hiring of the Town's Land Use and Community Development Administrator, the Planning Board began the first steps of the master planning process. Over the past several months, the Planning Board has completed many hours of discussions to determine, in both broad and specific terms, the look and feel of the plan and a structure and preliminary roadmap for public involvement. This "pre-planning" phase included a focus group with 10 members of the community to discuss possible themes that should be at the forefront of the Town's master plan. It was ultimately decided the following themes would guide the master planning process:

- What is the character of the Town of Enfield as currently perceived by residents, property owners and business owners?
  - How do we measure it and shape or preserve it as we encounter the inevitable pressures of growth in the Upper Valley?
- How should residential living and business enterprise complement each other in Enfield?
- What municipal and community services are important to Enfield residents and businesses? How will they be funded and what level of services are we willing to support through our tax dollars?
- How can Enfield best incorporate sustainable principles into the Master Plan?

To this end, the master plan project has been branded Enfield LEAPS where LEAPS embodies the following key themes:

- (L) Live: Enfield is a great place to live offering a broad range of housing options;
- (E) Earn (as in employment/work; economic development )

- 
- (A) Acknowledge our past history, our physical and natural assets and the diverse backgrounds, interests and skills of our residents;
  - (P) Play and recreate in a broad range of outdoor and indoor activities available within Enfield or within a short drive of Enfield;
  - (S) Sustain: Create a Town Plan that incorporates the principles of sustainability.

The Planning board has identified many of the data sets that it believes will be helpful both in terms of guiding public engagement throughout the process and later presenting the final plan. The goal is to develop a master plan that is concise, “user friendly,” engaging, and actionable. It will be a document that invites perusal by residents, prospective residents and businesses. Citizen engagement will be central to the success of the process. This is a high-priority project, and as such, an aggressive schedule towards completion is anticipated.

### ***Financial Position***

For the fourth consecutive year, the Town has made progress in improving the financial condition of the General Fund. As I reported last year, we began 2018 with an estimated unassigned fund balance of only \$80,000 in the General Fund (after ending 2017 with an approximately \$120,000 deficit). The Town’s 2018 independent audit showed that we had significantly increased the value of our fund balance to approximately \$570,000 (an improvement of approximately \$490,000). Although the independent audit for 2019 has yet to be completed, we are currently projecting the General Fund’s unassigned fund balance to have grown to approximately \$1 million (an improvement of roughly \$500,000 over the past year). If these projections hold true at the completion of the 2019 independent audit, this would place our unassigned fund balance at approximately 6% of the total operating budget of \$17 million (including school and county payments). In accordance with widely accepted municipal finance best practices, we are striving to grow the General Fund unassigned fund balance to 8-17% of the Town’s total annual operating expenses, inclusive of school and county payments. In order to achieve this goal, we need to increase the fund balance to at least \$1.4 million (this would be approximately 8% of the Town’s annual expenses). Improvements in the financial condition of the General Fund were accomplished via a combination of conservative spending by departments and collecting revenues in excess of what had been previously estimated when the 2019 tax rate was set. We also continue to maintain strong balances in our capital reserve funds. While this is positive news, it is important that we remain focused on forces that could have a negative impact on our financial position, such as our limited tax base, possible reductions in state aid, and the rising costs of health care, pensions, and other fixed costs. We need to continuously find ways to enhance local revenues and obtain external grants to

---

help minimize increases in the tax rate as budgeted expenditures necessarily rise due to inflation and other cost factors. In addition, we must strive to implement strategies that will build upon the town's assets to ensure its long-term sustainability.

### ***Mascoma Lakeside Park***

After officially purchasing the property from the NH Department of Transportation in March 2019, the Mascoma Lakeside Park Committee's focus has been on raising additional funds for amenities for the park. This past fall we actively solicited public input through a series of meetings with local organizations, town committees, and a well-attended public forum held at the Community Building. The top priority for all stakeholders is the natural beauty of the site be preserved and not over-developed. Some improvements are also needed and desired. They include removing and replacing brush and trash trees with native shrubs and trees; creating trails and educational signage to enhance recreational use of the property; constructing rainwater gardens and a new retaining wall to protect the water quality of the lake; installing a children's wading/swimming area; improved parking; installing grill boxes; and building an open air pavilion that can serve as a gathering place and an educational facility.

Since the summer of 2019, the Mascoma Lakeside Park Committee has been working with local architect Paul Mirski to develop both an overall site plan for the property as well as construction drawings for the pavilion. It should be noted that Mr. Mirski has been graciously donating all of his design services and consultation in support of this project. At present, we anticipate construction of the pavilion to take place in the summer of 2020. The committee will continue working closely with Mr. Mirski and others to ensure the park is ultimately designed and developed in a manner that is consistent with the needs and values of our residents and visitors.

Although the committee has officially raised the additional \$135,000 in private funds needed to match (dollar for a dollar) a \$135,000 grant from the Northern Borders Regional Commission to help fund improvements to the park property, private fundraising efforts are still needed to ensure that we have the financing required to complete all the planned improvements.

### ***Communications and Information***

Over the last two years, the Town has launched a comprehensive new monthly e-newsletter, created an official Facebook page ([www.facebook.com/EnfieldNH](https://www.facebook.com/EnfieldNH)), and reconstructed our official website (<https://enfield.nh.us>) to improve the site's appearance, user-friendliness, and overall functionality. During 2019, we continued to make improvements and remain dedicated to ongoing enhancement and expansion of our suite of communications tools. We are always open to additional feedback if you have

---

ideas regarding ways we can improve the depth, breadth, and usefulness of the information being disseminated. To subscribe to the e-newsletter you simply need to visit our website and provide some basic information (<https://enfield.nh.us/subscribe>). Don't forget to "Like" us on Facebook too ([www.facebook.com/EnfieldNH](http://www.facebook.com/EnfieldNH))!

### ***Technology Upgrades***

With financial support provided at the 2018 Town Meeting, we moved forward with long overdue upgrades to municipal finance software this past year. Software upgrades included fund accounting, payroll, assessing, tax collection, and utility billing software. Although the many benefits of this new software might not be "visible" to the general public, the enhanced usability and functionality are enabling us to achieve many efficiencies within the walls of Town Hall and the Department of Public Works. The less time we have to spend maintaining out-of-date software, the more time we can devote to improving other aspects of the services we provide.

As a reminder, Enfield residents are now able to securely pay property taxes, water/sewer bills, motor vehicle registration renewals, and dog license renewals online via the town's official website. Requests for vital records can now also be completed online. We are exploring the possibility of enabling additional transactions online, including payment for building permits, planning/zoning application fees, and solid waste disposal fees. These new payment methods serve to accommodate those Enfield residents who want the convenience of paying their taxes and fees online, anytime day or night. It also benefits the town in that payments are processed automatically, allowing town employees faster balance reconciliation and more time to work on other town issues. Online payments can be made via the following portal: <https://www.enfield.nh.us/home/pages/online-payments>.

### ***Personnel Changes***

2019 saw several new appointments, hires and promotions.

On February 19, 2019 the Firewards appointed Lieutenant Fred Cummings as Fire Chief following the retirement of long-time Fire Chief David Crate (who has served the Enfield Fire Department for over 50 years). Chief Cummings stepped down as Chief on February 21, but would be reappointed as Fire Chief by the Firewards prior to the March 2019 Town Meeting.

Following the departure of the Town's Planning and Zoning Administrator in December 2018, the position was redefined as the Land Use and Community Development Administrator with responsibilities for helping the Town effectively apply our land use controls while simultaneously promoting new business growth and economic development more broadly. After an extensive search, Rob Taylor was ultimately selected and began work in June



---

2019. Rob has a wide range of professional experiences, skills and abilities that will allow him to make valuable contributions to the position and the Town more broadly. For the past few years he has served as the Executive Director of the Lebanon Area Chamber of Commerce, and prior to that for roughly 13 years he served as the co-owner and President of a commercial dairy and maple farming operation. Before all that Rob earned a bachelor's degree in political science from Keene State and went on to work both in the brewing and IT industries. Rob is well-known throughout the Upper Valley and has a reputation for being industrious and a hard worker, as well as very eager to assist local residents and businesses. Rob's many years of service on the Plainfield Board of Selectmen and their Planning Board also gives him valuable insights into municipal government.

In July, Ed Winters of Sunapee accepted the part-time Enfield Recreation Director position. Ed has served as the Assistant Director of Recreational Sports & Hogan Sports Center at Colby Sawyer College for the past 11 years. Prior to that he was the Executive Director of the Tilton-Northfield Recreation Department, and, before that, he was the Assistant Director of the City of Franklin's Recreation Department. He also holds bachelor's and master's degrees in sport management. So, suffice it to say that Ed has considerable professional experience and training in the recreation field. He also has a passion for recreational programs across the full age spectrum as Colby Sawyer offers programs and facilities to young children and seniors in addition to college-age students. We look forward to the work Ed will help lead to provide more recreation opportunities for Enfield and other Mascoma communities.

During the year one of our light equipment operators within the DPW Highway Division accepted another position closer to home, and Matt Wilson was hired in October to fill the vacancy. Matt previously worked for the phone company for many years and has served as a light equipment operator in Canaan. He holds a Class A CDL and has experience operating a variety of equipment.

In 2019, Sergeant Ryan Porter rejoined the Canaan Police Department. The Enfield Police Department subsequently reexamined its organizational structure and determined that operations would be improved by shifting from a structure with two Sergeants to a Lieutenant and a Corporal. Police Sergeant Luke Frye, a 13-year member of the Enfield Police Department, was ultimately promoted to the rank of Lieutenant, and has assumed additional administrative and leadership responsibilities consistent with the rank. Patrol Officer Courtland Smith was ultimately promoted to Corporal following a competitive application process. The Corporal will have supervisory responsibilities for Patrol Officers while on shift. Additionally, Patrol Officer Alyssa Conley has accepted an assignment as Detective and has assumed responsibility for criminal investigations.

---

### *Additional Activities and Accomplishments*

- Ensuring successful integration between the 2019 budget development process and the initiatives proposed in the strategic plans developed by each of the operating departments.
- Updates to the Town's detailed 6-year Capital Improvement Plan.
- Overseeing the ongoing migration from one software platform to another (i.e., Vision Assessing to Avitar Assessing) and rollout of additional online payment options for residents (i.e., taxes, water and sewer bills, motor vehicle registration renewals, and other Town Clerk administered fees).
- Development of new Town financial policies (i.e., guidelines for unassigned fund and reserve fund balances, approved uses of unassigned and reserve funds, investment policies, etc.).
- Completing a comprehensive review of and associated updates to Town's Employee Personnel Policies and organizational structure.
- Achieving a turnaround of the Ambulance service on a number of fronts, including substantially improving the level of call response by Enfield personnel and dramatically improving revenue collection (in 2019 we collected nearly 200% more revenue than was collected in 2018), which has resulted in a substantially improved expenditure-to-revenue ratio.

Your town government strives to provide high-quality municipal services that meet the needs of the community while simultaneously ensuring fiscal responsibility and operational efficiencies. In 2019 we continued to make progress on a number of fronts while sustaining effectiveness in other areas. Town officials continue to look for ways to best meet the needs of our residents while enhancing user-friendliness to the greatest extent practicable.

It is an honor to serve as Enfield's Town Manager. Naturally, there will always be opportunity to continue improving our programs and services and the department heads and staff that serve this community care deeply about the quality of our work. Enfield is a wonderful community with unique heritage and a very bright future. It is a pleasure to work with the Board of Selectmen, staff, committee members and volunteers to pursue goals that make Enfield an even better place for people of all ages and walks of life to live, work, and play.

Respectfully submitted,



Ryan J. Aylesworth  
Town Manager

---

## **Report of the Budget Committee**

---

The 2020 Enfield Budget Committee season has concluded with a proposed budget that continues the Committee's longstanding commitment to supporting essential services and minimizing tax impact on residents. In 2019, the Committee continued its practice of meeting throughout the year and increasing meeting frequency during the budget season. These meetings included extensive evaluations of budget and revenue reports, as well as presentations from our department's leaders sharing their summaries and proposed budgets.

### **Highlights of 2019**

Non-property tax revenue (NPTR) is a significant component in creating the proposed budget. Non-property tax revenue is projected to remain roughly the same. For this reason, the Town Manager and Budget Committee are continuing to apply conservative estimates to non-property tax revenue projections for 2020.

The Budget Committee continues to review and keep a close eye on the general unassigned fund balance, which has reversed course from a deficit to a surplus. Over the past several years the town has seen budget surpluses. This year's budget unaudited surplus is estimated at \$500,000. If this surplus is confirmed by the auditor, the town will have a general fund balance of over \$1,000,000.

### **Looking Ahead to 2020**

The Committee will continue to look to grow the general fund, while keeping an eye on bringing the budget requests more in line with spending.

The Budget Committee looks forward to continuing its collaborations with the town's departments and committees this year to meet the needs of our town.

### **Recommended Operating Budget**

The Enfield Budget Committee recommends an operating budget of \$6.94 million. The Committee's recommended budget continues to maintain the town's essential services while tending to our ongoing capital needs and supporting our overall infrastructure. This budget represents a projected rate of \$7.50.

---

I am thankful for the hard work done by our Committee members who put forth a remarkable effort to recommend a responsible budget that supports both our town's quality of life and core services while also working to minimize tax impact. I'm also grateful for our Board of Selectmen, the leaders of our town departments and our Town Manager for their participation and insights during our budget process.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'S. Eaton', with a long horizontal flourish extending to the right.

Sam Eaton  
Enfield Budget Committee Chairman

---

## Stay Informed!

---

Visit the Official Town of Enfield website for up-to-date information on what's going on in your local government!

**<https://www.enfield.nh.us>**

- **Subscribe to News & Alerts:** Follow the link on our home page to subscribe to important news and notices, announcement of posted minutes, agendas and more!
- **On-Line Bill Payment:** Follow the link to look up and securely pay online: Taxes, water and sewer charges, sewer betterment assessments, vehicle registration renewals, dog license renewals and vital record requests!
- **Event Calendars:** Our home page has a calendar of board and committee meetings which can also be found on the individual board and committee pages. Check out the Parks & Recreation page and their calendar of recreation activities (<https://www.enfield.nh.us/parks-recreation>); the Enfield Public Library page and their calendar of Library programming (<https://www.enfield.nh.us/enfield-public-library>); and the Community & Businesses page for a calendar of community events held by local organizations (<https://www.enfield.nh.us/community-businesses>).

If you have a community or business event for posting, send information about your event to [abonnette@enfield.nh.us](mailto:abonnette@enfield.nh.us) or feel free to stop in the Town Manager's Office and ask for Alisa.

- **Minutes & Agendas:** Board and committee minutes and agendas are available on-line. You can also **Subscribe to News & Alerts** to be notified when minutes and agendas are posted on our website.
- **Send Us Comments:** Click on the link on our home page and fill in the form to request information or attention to an issue.

Website content continues to grow, so check back often to see what's happening in your community!

---

The Town's e-newsletter is now in the beginning of its third year of monthly issues and our official Facebook page is helping to keep residents better informed of important happenings in our community.

At **<https://www.enfield.nh.us/subscribe>** you can subscribe to the e-newsletter using these easy steps:

- Click on **Subscribe to News & Alerts**
- Enter your **Email Address**
- Check the box for **Town News**, plus any additional items you may want to receive
- Check the **I 'm not a robot** checkbox and follow any directions that may follow
- Click on **Subscribe Me**

and "Like" us on Facebook!

**[www.facebook.com/EnfieldNH](https://www.facebook.com/EnfieldNH)**

---

## Privately Operated E-Mail Lists Serving Enfield

---

An email discussion forum for Enfield, N.H.

### **ENFIELD LISTSERV:**

#### **For more information:**

<http://listserv.dartmouth.edu/Archives/ENFIELD/enfieldlistnetiquette.pdf>

#### **To subscribe:**

Send an email to: [listserv@dartmouth.edu](mailto:listserv@dartmouth.edu)

In the body of the email type: SUB ENFIELD FirstName LastName

---

An email discussion forum for Mascoma-area towns in New Hampshire

### **MASCOMA LIST:**

#### **For more information:**

<http://lists.vitalcommunities.org/lists/info/mascoma>

---

An email forum for the Upper Valley of VT and NH

### **UPPER VALLEY LIST:**

#### **For more information:**

<http://lists.vitalcommunities.org/lists/info/uppervalley>



**The Town of Enfield posts notices to the Enfield Listserv.**

---

---

## Town of Enfield Directory

---

### Emergencies (Police/Fire/Ambulance) ..... 911

Department	Phone Number Email Address	Contact
Ambulance	632-5200	Richard Martin.
Non-Emergency	<a href="mailto:ambulance@enfield.nh.us">ambulance@enfield.nh.us</a>	EMS Chief
Animal Control	632-7501 <a href="mailto:police@enfield.nh.us">police@enfield.nh.us</a>	Police Department
Assessor's Office	632-5026 ext. 5406 <a href="mailto:jahuntley@enfield.nh.us">jahuntley@enfield.nh.us</a>	Julie Huntley Assessing Admin.
Assistant Town Manager	632-5026 ext. 5401 <a href="mailto:abonnette@enfield.nh.us">abonnette@enfield.nh.us</a>	Alisa Bonnette
Bookkeeper	632-5026 ext. 5409 <a href="mailto:macrandall@enfield.nh.us">macrandall@enfield.nh.us</a>	Mary Ann Crandall
Budget Committee	632-5026 ext. 5405 <a href="mailto:raylesworth@enfield.nh.us">raylesworth@enfield.nh.us</a>	Ryan Aylesworth Town Manager
Building Inspector	632-4343 ext. 5426 <a href="mailto:pneily@enfield.nh.us">pneily@enfield.nh.us</a>	Philip Neily
Building Rental (Municipal)	632-5026 ext. 5401 <a href="mailto:abonnette@enfield.nh.us">abonnette@enfield.nh.us</a>	Alisa Bonnette Asst. Town Manager
Burn Permits	252-0386	David Crate
	632-5363 or 632-7135	Richard Chase
	632-4936	Rick Bean
	359-5440	John Pellerin
	304-9324	Richard Martin
	632-4949	Tony Felix
CIP Committee	276-0661	Nick Felix
	359-5206	Fred Cummings
	632-5026 ext. 5405 <a href="mailto:raylesworth@enfield.nh.us">raylesworth@enfield.nh.us</a>	Ryan Aylesworth Town Manager
Cemetery Information	632-4605 ext. 5417 <a href="mailto:jtaylor@enfield.nh.us">jtaylor@enfield.nh.us</a>	Jim Taylor Dir. of Public Works
Conservation Commission	632-4084 <a href="mailto:alanstrickland@me.com">alanstrickland@me.com</a>	Alan Strickland, Chair



Department	Phone Number Email Address	Contact
Community Building Information	632-5026 ext. 5401 <a href="mailto:abonnette@enfield.nh.us">abonnette@enfield.nh.us</a>	Alisa Bonnette Asst. Town Manager
Dog Licensing	632-5001 ext. 5403 <a href="mailto:townclerk@enfield.nh.us">townclerk@enfield.nh.us</a>	Sandy Romano Town Clerk
Economic Development	632-4607 <a href="mailto:planning@enfield.nh.us">planning@enfield.nh.us</a>	Rob Taylor Land Use & Comm. Dev. Administrator
Emergency Management Director	632-7501 <a href="mailto:rholland@enfield.nh.us">rholland@enfield.nh.us</a>	Roy Holland
Energy Committee	<a href="mailto:energy@enfield.nh.us">energy@enfield.nh.us</a>	Jo-Ellen Courtney, Chair
Enfield Village Association	632-7197 <a href="mailto:eva@enfieldmainstreet.org">eva@enfieldmainstreet.org</a>	EVA Office
Fire Department – Non-Emergency Union Street Station	<a href="mailto:fcummings@enfield.nh.us">fcummings@enfield.nh.us</a> 632-4332	Fred Cummings, Fire Chief
Fire Department – Non-Emergency Enfield Ctr. Station	<a href="mailto:fcummings@enfield.nh.us">fcummings@enfield.nh.us</a> 632-5010	Fred Cummings, Fire Chief
Forest Fire Warden	632-4332	David Crate
General Information	632-5026 ext. 5401 <a href="mailto:abonnette@enfield.nh.us">abonnette@enfield.nh.us</a>	Alisa Bonnette Asst. Town Manager
Health Officer	632-4343 ext. 5426 <a href="mailto:pneily@enfield.nh.us">pneily@enfield.nh.us</a>	Philip Neily
Heritage Commission	<a href="mailto:meredithsmith22@comcast.net">meredithsmith22@comcast.net</a>	Meredith Smith, Chair
Highway Dept.	632-7301 <a href="mailto:sjohnston@enfield.nh.us">sjohnston@enfield.nh.us</a>	Scott Johnston Highway Supervisor
Human Services	442-5429 <a href="mailto:dheed@enfield.nh.us">dheed@enfield.nh.us</a>	Diane Heed Director
Library	632-7145 ext. 5411 <a href="mailto:mhuton@enfield.nh.us">mhuton@enfield.nh.us</a>	Melissa Hutson Library Director
Library Trustees	<a href="mailto:dca1917@outlook.com">dca1917@outlook.com</a>	Dominic Albanese, Chair
Marriage Licenses	632-5001 ext. 5403 <a href="mailto:townclerk@enfield.nh.us">townclerk@enfield.nh.us</a>	Sandy Romano Town Clerk

Department	Phone Number Email Address	Contact
Mascoma Lakeside Park Committee	632-5026 ext. 5405 <a href="mailto:raylesworth@enfield.nh.us">raylesworth@enfield.nh.us</a>	Ryan Aylesworth Town Manager
Moderator (Elections)	632-5001	Sandy Romano Town Clerk
Municipal Facilities Advisory Committee	632-5026 <a href="mailto:raylesworth@enfield.nh.us">raylesworth@enfield.nh.us</a>	Ryan Aylesworth Town Manager
Old Home Days Committee	<a href="mailto:kristin.harrington10@gmail.com">kristin.harrington10@gmail.com</a> <a href="mailto:stephhill214@gmail.com">stephhill214@gmail.com</a>	Kristin Harrington Stephanie Hill Co-chairs
Parks & Recreation	632-5026 <a href="mailto:recreation@enfield.nh.us">recreation@enfield.nh.us</a>	Ed Winters Recreation Director
Planning Board	632-4067 ext. 5427 <a href="mailto:planning@enfield.nh.us">planning@enfield.nh.us</a>	Rob Taylor Land Use & Comm. Dev. Administrator
Police Dept. Non-Emergency	632-7501 <a href="mailto:prowe@enfield.nh.us">prowe@enfield.nh.us</a>	Paula (Rowe) Stone Admin. Specialist
Public Works Director	632-4605 ext. 5417 <a href="mailto:jtaylor@enfield.nh.us">jtaylor@enfield.nh.us</a>	Jim Taylor
Public Works Administrative Assistant	632-4605 ext. 5429 <a href="mailto:dheed@enfield.nh.us">dheed@enfield.nh.us</a>	Diane Heed
Recreation Field Use & Information	632-5026 <a href="mailto:recreation@enfield.nh.us">recreation@enfield.nh.us</a>	Ed Winters Recreation Director
Regional Recreation	632-5026 ext. 5408 <a href="mailto:mvalleyrec@gmail.com">mvalleyrec@gmail.com</a> (email preferred)	Katharine Jopek Regional Recreation Coordinator
Sanitation	632-4605 ext. 5417 <a href="mailto:jtaylor@enfield.nh.us">jtaylor@enfield.nh.us</a>	Jim Taylor Dir. of Public Works
Schools	632-5563 632-4231 632-4357 632-4308	School Administration Enfield Village School Indian River School MVRHS
Board of Selectmen	632-5026 <a href="mailto:jkluge@enfield.nh.us">jkluge@enfield.nh.us</a> <a href="mailto:kdpstewart@enfield.nh.us">kdpstewart@enfield.nh.us</a> <a href="mailto:msmith@enfield.nh.us">msmith@enfield.nh.us</a>	John W. Kluge Katherine Stewart Meredith C. Smith
Sewer Dept.	632-4002 ext. 5421 <a href="mailto:jtaylor@enfield.nh.us">jtaylor@enfield.nh.us</a>	Jim Taylor Dir. of Public Works

<b>Department</b>	<b>Phone Number Email Address</b>	<b>Contact</b>
Supervisors of the Checklist	632-5001 ext. 5403 <a href="mailto:townclerk@enfield.nh.us">townclerk@enfield.nh.us</a>	Sandy Romano Town Clerk
Tax Collector	632-4201 ext. 5404 <a href="mailto:whuntley@enfield.nh.us">whuntley@enfield.nh.us</a>	Wendy Huntley
Tax Increment Finance District Advisory Committee	632-4067 ext. 5427 <a href="mailto:planning@enfield.nh.us">planning@enfield.nh.us</a>	Rob Taylor Land Use & Comm. Dev. Administrator
Town Clerk	632-5001 ext. 5403 <a href="mailto:townclerk@enfield.nh.us">townclerk@enfield.nh.us</a>	Sandy Romano
Town Historian	<a href="mailto:mcarr@enfield.nh.us">mcarr@enfield.nh.us</a>	Marjorie Carr
Town Manager	632-5026 ext. 5405 <a href="mailto:raylesworth@enfield.nh.us">raylesworth@enfield.nh.us</a>	Ryan Aylesworth
Transfer Station & Recycling Center	632-5208 <a href="mailto:jtaylor@enfield.nh.us">jtaylor@enfield.nh.us</a>	Jim Taylor Dir. of Public Works
Treasurer	632-5026	Sasha Holland
Trustees of Trust Funds	632-5026 ext. 5401 <a href="mailto:abonnette@enfield.nh.us">abonnette@enfield.nh.us</a>	Alisa Bonnette Asst. Town Manager
Vehicle & Boat Registrations	632-5001 ext. 5403 <a href="mailto:townclerk@enfield.nh.us">townclerk@enfield.nh.us</a>	Sandy Romano Town Clerk
Vital Records	632-5001 ext. 5403 <a href="mailto:townclerk@enfield.nh.us">townclerk@enfield.nh.us</a>	Sandy Romano Town Clerk
Voter Registration	632-5001 ext. 5403 <a href="mailto:townclerk@enfield.nh.us">townclerk@enfield.nh.us</a>	Sandy Romano Town Clerk
Water Dept.	632-4002 ext. 5421 <a href="mailto:jtaylor@enfield.nh.us">jtaylor@enfield.nh.us</a>	Jim Taylor Dir. of Public Works
Zoning Board of Adjustment	632-4067 ext. 5427 <a href="mailto:planning@enfield.nh.us">planning@enfield.nh.us</a>	Rob Taylor Land Use & Comm. Dev. Administrator

---

## Town Office & Board Hours

---

**Emergency Only** - Police, Fire and Ambulance/F.A.S.T. Squad

**9-1-1**

<https://www.enfield.nh.us/>

<https://www.facebook.com/EnfieldNH/>

### **Assessing Office:**

**632-5026**

Julie Huntley, Assessing Administrator  
[jahuntley@enfield.nh.us](mailto:jahuntley@enfield.nh.us)

Town Hall, 23 Main Street  
PO Box 373, Enfield NH 03748

Assessing Office Hours:	
Monday – Friday	8:00 am – 4:00 pm

### **See the Assessing Administrator for:**

Property Records  
Intent to Cut Applications

Current Use Applications  
Exemptions / Tax Credits

### **Building Inspector/Health Officer/Fire Inspector:**

**632-4343**

Philip Neily, Building Inspector/Health Officer  
[pneily@enfield.nh.us](mailto:pneily@enfield.nh.us)

Public Works Building, 74 Lockehaven Rd.  
PO Box 373, Enfield NH 03748

Building Inspector's Hours:	
Monday – Friday	7:30 am – 3:30 pm

### **See the Building Inspector for:**

Building Permits  
Inspection Requests

Health Issues

---

<b>Conservation Commission:</b>	<b>632-4084</b>
Alan Strickland, Chairman <a href="mailto:alanstrickland@me.com">alanstrickland@me.com</a>	
Public Works Building, 74 Lockehaven Rd. PO Box 373, Enfield NH 03748	
Meetings: 1 <sup>st</sup> Thursday of each month, 7 pm.	
<b>F.A.S.T. Squad:</b>	<b>632-5200</b>
Richard Martin, EMS Chief <a href="mailto:ambulance@enfield.nh.us">ambulance@enfield.nh.us</a>	
18 Depot Street PO Box 345, Enfield NH 03748	
<b>Fire Department ~ Union Street Station:</b>	<b>632-4332</b>
Fred Cummings, Fire Chief <a href="mailto:fcummings@enfield.nh.us">fcummings@enfield.nh.us</a>	
25 Union Street PO Box 373, Enfield NH 03748	
<b>Fire Department ~ Enfield Center Station:</b>	<b>632-5010</b>
Fred Cummings, Fire Chief <a href="mailto:fcummings@enfield.nh.us">fcummings@enfield.nh.us</a>	
1100 NH Rt. 4A PO Box 373, Enfield NH 03748	
<b>Historical Records:</b>	
Marjorie Carr, Town Historian <a href="mailto:mcarr@enfield.nh.us">mcarr@enfield.nh.us</a>	
PO Box 373, Enfield NH 03748	
<b>Human Services Department:</b>	<b>442-5429</b>
Diane Heed, Human Services Director <a href="mailto:dheed@enfield.nh.us">dheed@enfield.nh.us</a>	
Public Works Building, 74 Lockehaven Rd. PO Box 373, Enfield NH 03748	

---

Human Services Department Hours:	
Thursday	8:00 am – 3:00 pm

**See the Director of Human Services for:**  
Public Assistance

**Library:**

**632-7145**

Melissa Hutson, Librarian  
[mhutson@enfield.nh.us](mailto:mhutson@enfield.nh.us)

Circulation Desk  
[library@enfield.nh.us](mailto:library@enfield.nh.us)

Enfield Public Library, 23 Main Street  
PO Box 1030, Enfield NH 03748

Library Trustee Meetings: 2<sup>nd</sup> Monday of each month, 6 pm.

Library Hours:	
Monday & Thursday	1:00 pm – 8:00 pm
Tuesday & Wednesday	9:00 am – 5:00 pm
Saturday	10:00 am – 2:00 pm

**Planning Board/Zoning Board of Adjustment:**

**632-4067**

Rob Taylor, Land Use & Community Development Administrator  
[planning@enfield.nh.us](mailto:planning@enfield.nh.us)

Public Works Building, 74 Lockehaven Rd.  
PO Box 373, Enfield NH 03748

Planning Board Meetings: 2<sup>nd</sup> & 4<sup>th</sup> Wed. of each month, 7 pm., as posted

Zoning Board Meetings: 2<sup>nd</sup> Tuesday of each month, 7 pm., as posted

Office Hours:
By appointment

**See the Land Use & Community Development Administrator for:**  
Planning Applications                      Zoning Applications  
Sign Permits

---

**Police Department:**  
Roy Holland, Chief of Police  
[rholland@enfield.nh.us](mailto:rholland@enfield.nh.us)  
  
Paula (Rowe) Stone, Administrative Specialist  
[prowe@enfield.nh.us](mailto:prowe@enfield.nh.us)  
  
19 Main Street  
PO Box 365, Enfield NH 03748

632-7501

**Public Works Department:**  
James Taylor, Director of Public Works  
[jtaylor@enfield.nh.us](mailto:jtaylor@enfield.nh.us)  
  
Public Works Building, 74 Lockehaven Rd.  
PO Box 373, Enfield NH 03748

632-4605

Public Works Department Hours:	
Monday – Friday	7:00 am – 4:00 pm

**See the Director of Public Works for:**

Highway Department	Water & Sewer Departments
Buildings & Grounds	Solid Waste & Recycling
	Cemeteries

**Tax Collector:**  
Wendy Huntley, Tax Collector  
[whuntley@enfield.nh.us](mailto:whuntley@enfield.nh.us)  
  
Sandy Romano, Deputy Tax Collector  
[townclerk@enfield.nh.us](mailto:townclerk@enfield.nh.us)  
  
Town Hall, 23 Main Street  
PO Box 373, Enfield NH 03748

632-4201

Tax Collector Hours:	
Monday, Wednesday Thursday & Friday	8:30 am – 3:30 pm
Tuesday	11:00 am – 7:00 pm

**See the Tax Collector for:**

Tax Inquiries and Payments	Water & Sewer Payments
Sewer Betterment Assessment Payments	

---

**Town Clerk:****632-5001**

Sandy Romano, Town Clerk  
[townclerk@enfield.nh.us](mailto:townclerk@enfield.nh.us)

Wendy Huntley, Deputy Town Clerk  
[whuntley@enfield.nh.us](mailto:whuntley@enfield.nh.us)

Town Hall, 23 Main Street  
PO Box 373, Enfield NH 03748

Town Clerk Hours:	
Monday, Wednesday, Thursday & Friday	8:30 am – 3:30 pm
Tuesday	11:00 am – 7:00 pm

**See the Town Clerk for:**

Motor Vehicle & Boat Registrations  
Dog Licenses  
Marriage Licenses  
Birth & Death Certificates

Voter Registration  
Election Processes  
Wetlands Applications  
Research & General Information

**Town Manager's Office:****632-5026**

Ryan Aylesworth, Town Manager  
[raylesworth@enfield.nh.us](mailto:raylesworth@enfield.nh.us)

Alisa Bonnette, Assistant Town Manager  
[abonnette@enfield.nh.us](mailto:abonnette@enfield.nh.us)

Mary Ann Crandall, Bookkeeper  
[macrandall@enfield.nh.us](mailto:macrandall@enfield.nh.us)

Town Hall, 23 Main Street  
PO Box 373, Enfield NH 03748

Selectmen Meetings: 1<sup>st</sup> & 3<sup>rd</sup> Monday of each month, 6:00 pm., or as  
posted, Public Works Facility, 74 Lockehaven Road

Town Manager's Office Hours:	
Monday – Friday	8:00 am – 4:00 pm

**See the Town Manager's Office for:**

General Information  
Rental of Town Buildings  
Minutes of Meetings  
Employment Information

Bids for Town Property or Services  
Transfer Station Stickers  
Enfield Transfer Station Punch Cards  
Lebanon Landfill Tickets



---

**Transfer Station & Recycling Center:****632-5208**

39 Lockehaven Road  
PO Box 373, Enfield NH 03748

Transfer Station & Recycling Center Hours:	
Wednesday	11:00 am – 6:00 pm
Saturday & Sunday	8:00 am – 4:00 pm
Closed Mondays, Tuesdays, Thursdays, Fridays & Holidays	

**Water & Sewer Departments:****632-4002**

Norm Ruel, Water/Sewer Operator  
[watersewer@enfield.nh.us](mailto:watersewer@enfield.nh.us)

Public Works Building, 74 Lockehaven Road  
P.O. Box 373, Enfield NH 03748  
After hours emergencies ONLY, please call

**643-2222**

*For your convenience, a drop box is located at the rear entrance of the Town Offices at Whitney Hall, 23 Main Street, to the left of the entrance door. Payments and correspondence may be placed in the drop box after hours. The box is emptied daily. Payments in the box at the time of collection will be considered received the prior business day.*

***Property taxes, water and sewer charges, and sewer betterment assessments, as well as vehicle registration renewals, dog license renewals and vital records requests can be paid securely on-line 24/7!***

***<https://www.enfield.nh.us/home/pages/online-payments>***

---

## Town Officers

---

As of December 31, 2019

Term Expires

<b>Selectmen*:</b>	John W. Kluge	2020
	Katherine D.P. Stewart	2021
	Meredith C. Smith	2022

<b>Town Manager:</b>	Ryan Aylesworth
----------------------	-----------------

---

<b>Advance Transit Board of Directors:</b>	Jim Taylor	2020
--	------------	------

<b>Assistant Town Manager:</b>	Alisa Bonnette
--------------------------------	----------------

<b>Bookkeeper:</b>	Mary Ann Crandall
--------------------	-------------------

<b>Budget Committee*:</b>	Nancy Smith	2020
	Dominic Albanese	2020
	Eric Crate	2020
	Mike Diehn	2021
	Erik Russell	2021
	Jean Patten	2021
	Samuel Eaton, Chairman	2022
	Shirley Green, Vice Chair	2022
	Gail Malz	2022
Katherine D.P. Stewart, Ex-Officio	2020	

<b>Building Inspector:</b>	Philip Neily
----------------------------	--------------

\* Denotes Elected Officials

**Capital Improvement  
Program Committee:**

Keith Thomas	2020
Bob Cusick	2020
Holly West	2020
Ed McLaughlin	2021
Samuel Eaton	2021
Dan Kiley, Planning Board Rep.	2022
Eric Crate	2022

**Cemetery Trustees\*:**

Frederic Williamson	2020
Vacant	2021
B. Fred Cummings	2022

**Conservation Commission:**

John Welenc	2020
Dolores Struckhoff	2020
Alan Strickland, Chairman	2021
Dr. Jerold H. Theis	2021
Shirley Green	2022
Sue Hagerman	2022
Terry Terry	2022

**Emergency Management  
Director:**

Roy Holland

**EMS (Ambulance) Chief:**

Richard Martin, EMS Chief  
Daniel Huff, EMS Assistant Chief

**Energy Committee:**

Marta Ceroni	2020
Kurt Gotthardt	2021
Kim Quirk	2022
Jo-Ellen Courtney	2022
Charlie Clark, Alternate	2022
Wendell Smith, Alternate	2023

**Enfield Village Association:**

Meredith Smith, Selectmen's Rep	2020
---------------------------------	------

**Fire Chief:**

B. Fred Cummings, Fire Chief  
Richard Chase, Assistant Fire Chief  
John Pellerin, Assistant Fire Chief  
Jeremy Ford, Assistant Fire Chief

\* Denotes Elected Officials

---

		Term Expires
<b>Firewards*<sup>(1)</sup>:</b>	Ken Wheeler	2020
	Tim Taylor	2020
	Wayne Claflin	2020
<b>Heritage Commission:</b>	Cecilia Aufiero	2020
	Mary Ann Haagen	2020
	Linda Jones	2021
	Suzanne Hinman	2021
	Linda Jones	2021
	Marjorie Carr	2022
	Shirley Green	2022
	Meredith Smith, Chairman, Ex-Officio	2020
<b>Human Services Director:</b>	Diane Heed	
<b>Inspectors of Election:</b>	Kathy Decato	2020
	Becky Powell	2020
	Francine Lozeau	2020
	Earl Brady	2020
	David L. Stewart, Alternate	2020
	Shirley Green, Alternate	2020
<b>Land Use &amp; Community Development Administrator:</b>	Rob Taylor	
<b>Librarian:</b>	Melissa Hutson	
	Patricia Hardenberg, Assistant Librarian	
<b>Library Trustees*:</b>	Francine Lozeau	2020
	Shirley Green	2021
	Dominic Albanese, Chair	2022

\* Denotes Elected Officials

<sup>(1)</sup> 2019 Annual Town Meeting (Article 11) vote changes the governance of the Fire Department. The position of Fireward continues only until March 16, 2020 at which time the Enfield Fire Department will be brought under municipal government with the Fire Chief appointment by the Town Manager and Firefighters recommended by the Fire Chief and appointed by the Town Manager pursuant to RSA 154:1, I (b).

---

		Term Expires
<b>Mascoma Lakeside Park Fundraising Committee:</b>	Ed McLaughlin	2020
	Kate McMullan	2020
	Terri Lynch	2020
	Doug Smith	2021
	Shirley Green	2021
	Jo-Ellen Courtney	2021
	Julie McLaughlin	2022
	Mary Ann Haagen	2022
	Ken Warren, Grafton Cty Rail Trail Rep	2022
	Meredith Smith, Selectmen's Rep.	2020
	Ryan Aylesworth, Admin.	
	Rob Taylor, Admin.	
<b>Mascoma River Local Advisory Committee:</b>	Dan MacMeekin	2020
	Alf Elvestad	2022
<b>Moderator*:</b>	Lindsay Smith	2021
<b>Municipal Facility Advisory Committee:</b>	Ryan Aylesworth	
	Shirley Green	
	Jean Patten	
	Erik Russell	
	Phil Shipman, Chair	
	Maynard Southard	
	Mark Tarantelli	
	Robert West	
	Tracy Young	
<b>Old Home Days Committee:</b>	Dan Harrington	2020
	Rob Bassett	2020
	Shirley Green	2021
	Stephanie Hill	2021
	Tracy Hill	2022
	Jason Hill	2022
	Kristin Harrington	2022
	Lori Bliss Hill	2022
	Ron Hill	2022

\* Denotes Elected Officials

---

		Term Expires
<b>Planning Board:</b>	Dan Kiley	2020
	Linda Jones	2020
	Erik Russell, Vice Chair	2021
	Kurt Gotthardt	2022
	David Fracht, Chair	2022
	James Bonner, Alternate	2020
	Paula Rowe Stone, Alternate	2022
	Phil Vermeer, Alternate	2022
	John W. Kluge, Ex-Officio	2020
<b>Police Department:</b>	Roy Holland, Chief of Police	
	Luke Frye, Lieutenant	
	Courtland Smith, Corporal	
	Alyssa Conley, Detective	
	Michael Crate, Officer	
	Amanda Lewis, Officer	
	Cameron Hill, Part-Time Officer	
	Paula Rowe Stone, Administrative Specialist	
	Carl Pellerin, Police Assistant/Crossing Guard	
<b>Public Health Council of the Upper Valley:</b>	Philip Neily	
<b>Public Works Director:</b>	James L. Taylor	
<b>Records Committee:</b>	Town Manager / Asst. Town Manager	
	Town Clerk	
	Treasurer	
	Assessor / Assessing Administrator	
	Tax Collector	
<b>Recreation Commission:</b>	Keli Green	2020
	David Isom	2020
<b>School Board Members*:</b>	Bridget Labrie	2021
	Danielle Thompson	2022
<b>School Budget Committee Members*:</b>	Daniel Kiley	2021
	Lisa Gaskin	2022

\* Denotes Elected Officials

**Shaker Scenic Byway**
**Advisory Committee:**

Marjorie Carr	2020
John Roe	2020
Don Wyman	2020
Linda Jones	2021
Father John Sullivan	2021
Mary Ann Haagen	2022
Meredith Smith, Selectmen's Rep	2020
Rob Taylor, Admin.	

**Supervisors**
**of the Checklist\*:**

Nancy A. White	2020
Sandra Fitzpatrick	2022
Susan E. Blain	2024

**Tax Collector:**

Wendy Huntley  
Sandy Romano, Deputy

**Tax Increment Finance**
**District Advisory Committee:**

Lori Bliss Hill	2021
Nate Miller	2022

**Town Clerk\*:**

Sandy Romano	2022
Wendy Huntley, Deputy	2022

**Town Historian:**

Marjorie Carr

**Treasurer\*:**

Sasha Holland	2020
Joyce Osgood, Deputy	

**Tree Warden:**

Vacant

**Trustees of Trust Funds\*:**

Cynthia Hollis, Secretary	2020
Marjorie Chase	2021
Ellen H. Hackeman, Treasurer	2022
John Carr, Alternate	2020

**UVLSRPC Commissioners:**

Ed McLaughlin	2020
Ryan Aylesworth	2022

\* Denotes Elected Officials

**UVLSRPC Transportation  
Advisory Committee:**

Rob Taylor  
James Taylor, Alternate

**Zoning Board  
of Adjustment\*:**

Susan Brown	2020
Tom Blodgett	2020
Tim Lenihan	2021
Mike Diehn, Chair	2021
Ed McLaughlin	2022

\* Denotes Elected Officials



---

## Recognition of Volunteers

---

The Town would like to recognize those individuals who have served the community by volunteering on Boards, Commissions and Committees, and who left service in 2019.

***Many thanks to these individuals for giving so generously of their time and sharing their knowledge and experience, which is so vital to the operation of local government.***

Brittney Cole	Old Home Days Committee Member
Lindsay Smith	Old Home Days Committee Member
Mark Eisener	Budget Committee Member
David Beaufait	Moderator
Lloyd H. Hackeman	Fireward
Donald J. Crate, Sr.	Cemetery Trustee
Jennifer Seiler-Clough	Library Trustee
Kristen Harrington	Heritage Commission Alternate Member
Charles Koburger	Mascoma River Local Advisory Committee Member
Dominic Albanese	Capital Improvement Program Committee
Philip E. Vermeer	Energy Committee Member
Charlie Depuy	Energy Committee Member
William J. Considine	Recreation Commission Member
Kurt Gotthardt	Zoning Board of Adjustment Member
Timothy Taylor	Planning Board Member
Gordon K. Clough	Cemetery Trustee
Travis Boucher	Energy Committee Member
April Guinness	Trustee of Trust Funds
Rita Seto	Planning Board Member

---

## Board & Committee Meeting Schedule

---

The following is a list of regularly scheduled Board & Committee meetings. This information can also be found on our annual municipal calendar, available at the Town Offices, free of charge to residents, while supplies last.

Boards and Committees that meet on an irregular schedule are not included here; these include the Budget Committee, Trustees of Trust Funds, Recreation Commission and others. Please see our complete and current meeting postings at the Enfield Town Office, Enfield Post Office and on our website at [www.enfield.nh.us](http://www.enfield.nh.us). Changes to the date, time or location of a meeting will be posted in these locations.

### **Cemetery Trustees**

Public Works Building, 74 Lockehaven Road

May - October

2<sup>nd</sup> Thursday of each month, 6:00 pm.

### **Conservation Commission**

Public Works Building, 74 Lockehaven Road

1<sup>st</sup> Thursday of each month, 7:00 pm.

### **Energy Committee**

Town Hall Conference Room, 23 Main Street

4<sup>th</sup> Tuesday of each month, 6:00 pm.

### **Heritage Commission**

Town Hall Conference Room, 23 Main Street

4<sup>th</sup> Thursday of each month, 4:30 pm.

### **Library Trustees**

Town Hall Conference Room, 23 Main Street

2<sup>nd</sup> Monday of each month, 6:00 pm.

### **Mascoma Lakeside Park Committee**

Town Hall Conference Room, 23 Main Street

1<sup>st</sup> & 3<sup>rd</sup> Tuesday of each month, 3:30 pm

---

**Old Home Days Committee**

Town Hall Conference Room, 23 Main Street

January - July

1<sup>st</sup> Wednesday of each month, 5:30 pm.

**Planning Board**

Public Works Building, 74 Lockehaven Road

4<sup>th</sup> Wednesday of each month, 7:00 pm.

**Selectmen**

Public Works Building, 74 Lockehaven Road

1<sup>st</sup> & 3<sup>rd</sup> Monday of each month, 6:00 pm.

**Zoning Board of Adjustment**

Public Works Building, 74 Lockehaven Road

2<sup>nd</sup> Tuesday of each month, 7:00 pm.

***Good Government Starts With You!*** If you are interested in serving on an appointed Town Board or Committee, send a letter of interest and qualifications to the Enfield Board of Selectmen, PO Box 373, Enfield NH 03748 or email to [abonnette@enfield.nh.us](mailto:abonnette@enfield.nh.us)

Submitting a letter of interest in no way assures appointment. All committee vacancies will be filled by citizens deemed most qualified to serve in a particular capacity.

---

## State, County & Federal Government Contacts

---

### **GOVERNOR**



**Christopher Sununu** (Republican)  
Office of the Governor  
State House  
107 North Main Street  
Concord NH 03301

(603) 271-2121  
(603) 271-7680 (fax)  
(800) 852-3456 (Constituent Services)  
(603) 271-7640 (Constituent Services fax)

<http://www.governor.nh.gov/>

---

### **REPRESENTATIVE IN CONGRESS—DISTRICT 2**



**Ann McLane Kuster** (Democrat)  
18 North Main Street, Fourth Floor  
Concord, NH 03301  
(603) 226-1002  
(603) 226-1010 (fax)

320 Cannon House Office Building  
Washington, DC 20515  
(202) 225-5206  
(202) 225-2946 (fax)

<https://kuster.house.gov>

---

## **UNITED STATES SENATORS**



**Jeanne Shaheen** (Democrat)

50 Opera House Square

Claremont, NH 03743

(603) 542-4872

By appointment only

506 Hart Senate Office Building

Washington, DC 20510

(202) 224-2841

<http://www.shaheen.senate.gov>

---



**Maggie Hassan** (Democrat)

1200 Elm Street, Suite 2

Manchester, NH 03101

(603) 622-2204

330 Hart Senate Office Building

Washington, D.C. 20510

(202) 224-3324

(202) 224-4952 (fax)

<https://www.hassan.senate.gov>

---



### **EXECUTIVE COUNCILOR – DISTRICT 1**

**Michael J. Cryans**

PO Box 999

Hanover NH 03755

603-443-1901 (cell)

(603) 271-3632 (Executive Council Office)

Michael.Cryans@nh.gov

<https://www.nh.gov/council/districts/d1/index.htm>



### **GRAFTON COUNTY COMMISSIONER – DISTRICT 1**

**Wendy A. Piper**

PO Box 311, 198 Lockhaven Road

Enfield, NH 03748-0311

(603) 632-7179

<http://www.co.grafton.nh.us/county-commissioners/wendy-piper/>



### **STATE SENATOR – DISTRICT 5**

**Martha Hennessey** (Democrat)

State House, Room 302

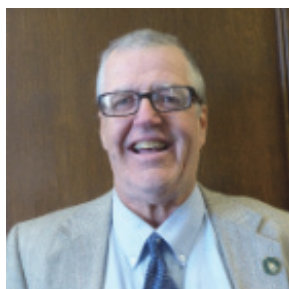
107 North Main Street

Concord, NH 03301

(603) 271-3042

[martha.hennessey@leg.state.nh.us](mailto:martha.hennessey@leg.state.nh.us)

<http://gencourt.state.nh.us/Senate/members/webpages/district05.aspx>



### **STATE REPRESENTATIVE – DISTRICT 10**

**Roger W. Dontonville** (Democrat)

90 Lewin Road

Enfield, NH 03748-4045

(603) 632-7719

[rdontonville@gmail.com](mailto:rdontonville@gmail.com)

<http://gencourt.state.nh.us/house/members/member.aspx?member=408498>



### **STATE REPRESENTATIVE – DISTRICT 17**

**Joshua Adjutant** (Democrat)

88 Turnpike Road

Grafton, NH 03240-3720

(603) 707-2426

[Josh.Adjutant@leg.state.nh.us](mailto:Josh.Adjutant@leg.state.nh.us)

<http://gencourt.state.nh.us/house/members/member.aspx?member=408844>

---

## **Candidates for Local Elected Office**

### **March 10, 2020**

---

The candidates listed below are running for office in 2020 and will be voted by ballot on Tuesday, March 10, 2020 in the Whitney Hall Auditorium, 23 Main Street, Enfield NH. The polls will be open from 8:00 a.m. until 7:00 p.m.

**One Selectman for 3 years:**

John W. Kluge

**One Treasurer for 3 years:**

Sasha Holland

**One Trustee of Trust Funds for 3 years**

**One Cemetery Trustee for 1 year:**

Neal P. Meagher

**One Cemetery Trustee for 3 years**

**One Library Trustee for 3 years:**

Francine R. Lozeau

Susan E. Brown

**Three Budget Committee Members for 3 years:**

Dimitri Deserranno

Phil Shipman

Nancy L. Smith

Dominic C. Albanese

Brian Degnan

**One Zoning Board of Adjustment Member for 2 years:**

Madeleine Johnson

**One Zoning Board of Adjustment Member for 3 years:**

Susan E. Brown

**One Supervisor of the Checklist for 6 years:**

Nancy A. White



---

# Town of Enfield



# Town Meeting Warrant

## **2020 Town Warrant**

To the inhabitants of the Town of Enfield, in the County of Grafton, qualified to vote in Town affairs:

Take notice and be warned that the Annual Town Meeting of the Town of Enfield, New Hampshire, will be held on two days as follows:

On Tuesday, March 10, 2020, in the Whitney Hall Auditorium, 23 Main Street, Enfield, NH, there will be voting only by Official Ballot for the election of Town Officers and Zoning Amendments. Note: By law, the meeting must open before the voting starts. Therefore, the meeting and polls will open at 8:00 a.m. for the consideration of all ballot articles. At 12:00 Noon the meeting will recess, but the polls will remain open.

Polls will be open at 8:00 a.m. and close at 7:00 p.m. There will be no opportunity to vote by ballot on Articles 1 through 7 at the second session of the Town Meeting. After the polls close at 7:00 p.m., the ballots will be counted.

The meeting will reconvene Saturday, March 14, 2020; Articles 1 through 7 will be presented and Articles 8 through 24 will be presented, discussed and acted upon beginning at 9:00 a.m. at the Enfield Elementary Village School, 271 US Route 4, Enfield, NH.

**Article 1.** To choose by ballot all necessary Town Officers for the ensuing year.

For One Year: One Cemetery Trustee

For Two Years: One Zoning Board of Adjustment Member

For Three Years: One Selectman  
One Treasurer  
One Trustee of Trust Funds  
One Cemetery Trustee  
One Library Trustee  
One Zoning Board of Adjustment Member  
Three Budget Committee Members

---

For Six Years:        One Supervisor of the Checklist

**Article 2:**            Are you in favor of the adoption of Amendment No. 1 for the Town of Enfield Zoning Ordinance as follows?

Amend the following Sections: 401.1 “R1” DISTRICT, 401.2 “R3” DISTRICT, 401.3 “R5” DISTRICT, 401.4 COMMUNITY BUSINESS DISTRICT “CB” and 402 CONSERVATION DISTRICT “C,” to remove all references to “stories” with regard to building height, such as ”two stories” or “two and one half stories” and instead use only the 35 feet height limitation outlined therein.

**Article 3:**            Are you in favor of the adoption of Amendment No. 2 for the Town of Enfield Zoning Ordinance as follows?

Amend the following Sections to remove text in ~~striketrough~~ below:

401.1 “R1” DISTRICT

~~P. ——— and a minimum of 100 feet at the front of the proposed building.~~

401.2 R3 DISTRICT

~~P. ——— and a minimum of 150 feet at the front of the proposed building. A Special Exception to this requirement may be granted, where soil and slope conditions permit, for counter balancing considerations such as preservation of wetlands, natural features, open space and habitat such as deer yards.~~

401.3 R5 DISTRICT

~~P. ——— and minimum of 250 feet at the front of the proposed building. A Special Exception to this requirement may be granted by the Zoning Board of Adjustment (where soil and slope conditions permit) for counter balancing considerations such as preservation of wetlands, natural features, open space and habitat such as deer yards.~~

**Article 4:**            Are you in favor of the adoption of Amendment No. 3 for the Town of Enfield Zoning Ordinance as follows?

---

Revise Section 401.4 COMMUNITY BUSINESS DISTRICT (CB) to remove text in ~~strikethrough~~ below:

N. Minimum lot size shall be one (1) acre for buildings with on-lot water and sewer supply but may be a minimum one-half acre lot size ~~for a commercial building~~ where community or municipal water and sewer are used.

**Article 5:** Are you in favor of the adoption of Amendment No. 4 for the Town of Enfield Zoning Ordinance as follows?

Amend Section 411 REMOVAL OF NATURAL MATERIAL to add the text in **bold** and remove text in ~~strikethrough~~ below:

411 REMOVAL OF NATURAL MATERIAL **FOR COMMERCIAL PURPOSES**

The removal of sand, gravel, rock or construction aggregate shall be permitted as a Special Exception ~~in the R3 and R5 Districts~~ upon the approval of the Zoning Board of Adjustment, and must be in compliance with the provisions stated in the Town of Enfield Local Excavation Regulations.

**Article 6:** Are you in favor of the adoption of Amendment No. 5 for the Town of Enfield Zoning Ordinance as follows?

Amend Section 415 STUDIES AND INFORMATION REQUIREMENTS to add the text in **bold**:

415 **ADDITIONAL STUDIES AND INFORMATION REQUIREMENTS**

The Zoning Board of Adjustment **and/or the Planning board** may require special studies and/or additional information that is deems necessary to carry out the purposes of these regulations. Such studies shall be undertaken at the expense of the applicant.

**Article 7:** Are you in favor of the adoption of Amendment No. 6 for the Town of Enfield Zoning Ordinance as follows?

Amend Section 416 ZONING ADMINISTRATOR to add the text in **bold** and remove text in ~~strikethrough~~ below:

---

416 ~~ZONING ADMINISTRATOR~~ **LAND USE ADMINISTRATOR**

The administrative and enforcement officer for this Ordinance shall be known as the ~~Zoning Administrator~~ **Land Use Administrator** and shall be hired or appointed by the Selectmen. The ~~Zoning Administrator~~ **Land Use Administrator** shall administer the Zoning Ordinance literally and shall not have the power to permit any use of land or buildings which is not in conformance with this Ordinance.

And further to replace “Zoning Administrator” with “Land Use Administrator” in all other sections of the Zoning Ordinance.

**Article 8:** (Lease without Escape Clause) To see if the Town will vote to authorize the Board of Selectmen to enter into a long term lease/purchase agreement in the amount of **\$190,000** payable over a term of five (5) years for the purpose of leasing four police cruisers. The Capital Improvement Program Capital Reserve Fund, which the Board of Selectmen is agent to expend, will be used for the annual principal and interest payments for the life of the lease.

*Special Warrant Article* *2/3 Paper Ballot Vote Required*  
**The Board of Selectmen recommends this article: 2 in favor, 1 abstention.**  
**The Budget Committee recommends this article by a vote of 9 in favor, 1 abstention.**

**Article 9:** To see if the Town will vote to raise and appropriate the sum of **\$150,000** to replace a bridge on Oak Hill Road, to authorize the issuance of not more than \$150,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. The first interest payment will be due in 2020. The Capital Improvement Program Capital Reserve Fund, which the Board of Selectmen is agent to expend, will be used for the annual principal and interest payments for the life of the loan. Should both Articles 9 & 14 be approved, it is the intent of the Board of Selectmen to pursue integrated funding opportunities.

*Special Warrant Article* *2/3 Paper Ballot Vote Required*  
**The Board of Selectmen recommends this article by a vote of 3-0.**  
**The Budget Committee recommends this article by a vote of 10-0.**

---

**Article 10:** To see if the Town will vote to raise and appropriate the sum of **\$1,900,000** to make improvements to the municipal water system (including preparation of a funding application to USDA, hydrogeological work, design and construction of a new well to increase drinking water supply, and replacing approximately 5,500 linear feet of water distribution main) to authorize the issuance of not more than \$1,800,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33), to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to authorize the withdrawal of up to \$100,000 from the unassigned fund balance of the Municipal Water Fund to reduce the amount borrowed. It is the intent of the Board of Selectmen to make associated future principal and interest payments from the Municipal Water Fund operating budget for the life of the loan. Should both Articles 10 & 11 be approved, it is the intent of the Board of Selectmen to pursue integrated funding opportunities while insuring that all future principal and interest payments are made from the appropriate fund on a proportionate basis.

*Special Warrant Article* *2/3 Paper Ballot Vote Required*  
**The Board of Selectmen recommends this article by a vote of 3-0.**  
**The Budget Committee recommends this article by a vote of 10-0.**

**Article 11:** To see if the Town will vote to raise and appropriate the sum of **\$1,900,000** to make improvements to the municipal sewer system (including preparation of a funding application to USDA, improved access, infiltration and inflow removal, manhole rehabilitation, CCTV inspection, pipe rehabilitation), to authorize the issuance of not more than \$1,900,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. It is the intent of the Board of Selectmen to make associated future principal and interest payments from the Municipal Sewer Fund operating budget for the life of the loan. Should both Articles 10 & 11 be approved, it is the intent of the Board of Selectmen to pursue integrated funding opportunities while insuring that all future principal and interest payments are made from the appropriate fund on a proportionate basis.

*Special Warrant Article* *2/3 Paper Ballot Vote Required*  
**The Board of Selectmen recommends this article by a vote of 3-0.**  
**The Budget Committee recommends this article by a vote of 10-0.**

---

**Article 12:** To see if the Town will vote to raise and appropriate the sum of **\$75,000** for wastewater planning related to recommended follow-up sewer system investigations from the 2019 Wastewater Asset Management Project, and to authorize the issuance of not more than \$75,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon; said borrowing to be from the NHDES Clean Water State Revolving Fund of which 100% of the principal is to be forgiven. There will be an interest payment due in 2020. The Municipal Sewer System Capital Reserve Fund, which the Board of Selectmen is agent to expend, will be used for the interest payments for the life of the loan.

***Special Warrant Article***

***2/3 Paper Ballot Vote Required***

**The Board of Selectmen recommends this article by a vote of 3-0.**

**The Budget Committee recommends this article by a vote of 10-0.**

**Article 13:** (Lease without Escape Clause) To see if the Town will vote to authorize the Board of Selectmen to enter into a long term lease/purchase agreement in the amount of **\$48,000** payable over a term of seven (7) years for the purpose of leasing one Public Works one-ton pickup truck. The Capital Improvement Program Capital Reserve Fund, which the Board of Selectmen is agent to expend, will be used for the annual principal and interest payments for the life of the lease.

***Special Warrant Article***

***2/3 Paper Ballot Vote Required***

**The Board of Selectmen recommends this article by a vote of 3-0.**

**The Budget Committee recommends this article by a vote of 10-0.**

**Article 14:** To see if the Town will vote to raise and appropriate the sum of **\$40,000** to replace sidewalks in the village area, and to authorize the issuance of not more than \$40,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. The first interest payment will be due in 2020. The Capital Improvement Program Capital Reserve Fund, which the Board of Selectmen is agent to expend, will be used for the annual principal and interest payments for the life of the loan. Should both Articles 9 & 14 be approved, it is the intent of the Board of Selectmen to pursue integrated funding opportunities.

---

***Special Warrant Article***

***2/3 Paper Ballot Vote Required***

**The Board of Selectmen recommends this article by a vote of 3-0.**

**The Budget Committee recommends this article by a vote of 10-0.**

**Article 15:** To see if the Town will vote to raise and appropriate the Budget Committee recommended sum of **\$6,936,460** for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately.

**The Board of Selectmen recommends this article by a vote of 3-0.**

**The Budget Committee recommends this article by a vote of 5 in favor, 3 opposed, 2 abstentions.**

**Article 16:** To hear the report of the Municipal Facilities Advisory Committee relative to the evaluation of existing facilities and an examination of alternative options and conceptual designs that meet the Town's municipal facility needs.

**Article 17:** Shall the Town vote to adopt the provisions of RSA 261:153 to collect an additional motor vehicle registration fee of \$5.00 per registration for the purpose of supporting a municipal transportation improvement fund. Said fund shall be a capital reserve fund established for this purpose and governed by the provisions of RSA 35, and the Board of Selectmen shall be appointed as agent to expend from said fund. All fees collected will be deposited in the newly created Municipal Transportation Improvement Capital Reserve Fund to fund, wholly or in part, improvements in the local transportation system including roads, bridges, bicycle and pedestrian facilities, parking and intermodal facilities, electric vehicle charging stations, and public transportation.

The additional fee shall be collected from all vehicles, both passenger and commercial, with the exception of all terrain vehicles as defined in RSA 215-A:1, I-b and antique motor vehicles or motorcycles, as defined in RSA 259:4.

***Special Warrant Article***

***Paper Ballot Vote Required***



---

**Article 18:** To see if the Town will vote to raise and appropriate the sum of \$35,000 for community master planning with said funds to come from unassigned general fund balance.

***Special Warrant Article***

**The Board of Selectmen recommends this article by a vote of 2-1.**

**The Budget Committee recommends this article by a vote of 9-1.**

**Article 19:** To see if the Town will vote to raise and appropriate the sum of \$30,000 to be placed in the Employee and Retiree Benefits Expendable Trust Fund. This appropriation will come from unassigned general fund balance.

***Special Warrant Article***

**The Board of Selectmen recommends this article by a vote of 3-0.**

**The Budget Committee recommends this article by a vote of 9-1.**

**Article 20:** To see if the Town will vote to raise and appropriate the sum of \$448,368 to be placed in the Capital Improvement Program Capital Reserve Fund.

***Special Warrant Article***

**The Board of Selectmen recommends this article by a vote of 3-0.**

**The Budget Committee recommends this article by a vote of 10-0.**

**Article 21:** To see if the Town will vote to adopt, pursuant to RSA 72:81, a new construction property tax exemption for commercial and industrial uses (as defined in RSA 72:80). The intent of the exemption is to provide incentives to businesses to build, modernize, or enlarge within the Town. The exemption shall apply only to municipal and local school property taxes assessed by the Town. State education and county taxes are excluded from the exemption. The exemption shall be granted for a maximum of fifty percent (50%) of the increase in assessed value attributable to the improvements, and shall remain in effect for a maximum period of ten (10) years. If adopted, the exemption shall apply to all properties within the municipality for which a proper application is filed. The percentage rate and duration of the exemption shall be granted on a per case basis based on the amount and value of public benefit provided, as determined by the Board of Selectmen. For the purpose of this exemption, in order to satisfy the public benefit requirement a minimum of one of the following must be provided: enhance economic growth and increase the Town's tax base; creation of needed

---

services or facilities not currently available in the Town; redevelop and revitalize commercial or industrial area; prevent or eliminate blight; or, retain local jobs, increase local job base, and/or provide diversity in the job base. If approved this exemption shall take effect in the tax year beginning April 1, 2020 and shall remain in effect for a maximum of five (5) tax years.

### ***Special Warrant Article***

**Article 22:** To see if the Town will vote to authorize the Board of Selectmen to enter into an electricity power purchase agreement of up to 25 years with a qualified third party that will install, own and maintain a solar energy system on the Department of Public Works salt and sand shed, and to grant a lease and easement for access to the location of the system. The Town will purchase the local solar energy at a cost of not more than \$0.120/kWh the first year, with an increase of not more than 2% in each subsequent year, and includes an option to purchase the system for no more than the depreciated market rate (as determined by an independent appraiser) during the term of the agreement. The Board of Selectmen would be authorized to negotiate terms and enter into said agreement through December 31, 2020, at which time the authorization would expire and necessitate additional Town Meeting approval.

### ***Special Warrant Article***

#### **Article 23: (By Petition) “New Hampshire Resolution to Take Action on Climate Pollution”**

“We the town of Enfield hereby call upon our State and Federal elected representatives to enact carbon-pricing legislation to protect New Hampshire from the costs and environmental risks of continued climate inaction. To protect households, we support a Carbon Fee and Dividend approach that charges fossil fuel producers for their carbon pollution and rebates the money collected to all residents on an equal basis. Enacting a Carbon Cash-Back program decreases long-term fossil-fuel dependence, aids in the economic transition for energy consumers, and keeps local energy dollars in New Hampshire’s economy. Carbon Cash-Back has been championed by US economists (Jan 17, 2019 WSJ) as the most effective and fair way to deliver rapid reductions in harmful carbon emissions at the scale required for our safety”

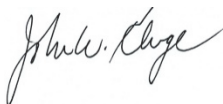
“We expect our representatives to lead in this critical moment for the health and well-being of our citizens and for the protection of New Hampshire’s natural resources upon which we rely.”

---

“The record of the vote approving this article shall be transmitted by written notice to Enfield’s State Legislators, to the Governor of New Hampshire, to Enfield’s Congressional Delegation, and to the President of the United States, informing them of the instructions from their constituents, by Enfield’s Select Board, within 30 days of this vote.”

**Article 24:** To hear the reports of agents, auditors, committees, or any other officers heretofore chosen and pass any vote relating thereto.

A true copy of warrant, attest:



John W. Kluge



Katherine D.P. Stewart



Meredith C. Smith  
BOARD OF SELECTMEN

---

## 2020 Town Warrant Narrative

---

This narrative, provided in concert to the Town Meeting Warrant, is intended to be informational in nature, and states the purpose and rationale of the articles. The State of New Hampshire Budget Reporting Form identified as the **MS-737**, which is printed in your Town Report, provides details as to prior year's appropriations and expended end of year totals for both the operational aspects and capital acquisitions together with proposed 2020 requests.

### *Ballot Articles (First Session)*

Articles 1 through 7 are ballot-voting articles, which will require action, either by voting in person at the election or by absentee ballot. All absentee ballots should be directed through the office of the Town Clerk. Voting will take place:

<b>Where:</b>	<b>Whitney Hall Auditorium, 23 Main Street, Enfield</b>
<b>When:</b>	<b>Tuesday, March 10, 2020</b>
<b>Polls Open:</b>	<b>8:00 a.m.</b>
<b>Polls Close:</b>	<b>7:00 p.m.</b>

*NOTE: If you have not yet registered to vote, you may register on the actual day of voting. For quickest registration, please bring the following identification items with you: birth certificate or passport, AND driver's license or non-driver's identity card, AND proof of physical address. If your driver's license does not list your Enfield address you must also bring proof of your residence, such as your auto registration, lease agreement, or utility bill.*

*No ID – No Problem – you'll simply have to sign an affidavit in the presence of an election official.*

**Article 1.** To choose by ballot all necessary Town Officers for the ensuing year.

For One Year: One Cemetery Trustee

For Two Years: One Zoning Board of Adjustment Member

For Three Years: One Selectman  
One Treasurer  
One Trustee of Trust Funds  
One Cemetery Trustee

---

One Library Trustee  
One Zoning Board of Adjustment Member  
Three Budget Committee Members

For Six Years:        One Supervisor of the Checklist

**Article 2:**            Are you in favor of the adoption of Amendment No. 1 for the Town of Enfield Zoning Ordinance as follows?

Amend the following Sections: 401.1 “R1” DISTRICT, 401.2 “R3” DISTRICT, 401.3 “R5” DISTRICT, 401.4 COMMUNITY BUSINESS DISTRICT “CB” and 402 CONSERVATION DISTRICT “C,” to remove all references to “stories” with regard to building height, such as ”two stories” or “two and one half stories” and instead use only the 35 feet height limitation outlined therein.

**Explanation:** This article proposes to remove the use of the word “stories” in the Zoning Ordinance when referring to building height. The Planning Board realized that in some sections of the zoning ordinance the number of “stories” that are allowed did not match from one section to the next, yet a 35 ft height limitation remained consistent throughout. The article is simply bringing uniformity to the Zoning Ordinance by only using the 35 ft limitation.

**Article 3:**            Are you in favor of the adoption of Amendment No. 2 for the Town of Enfield Zoning Ordinance as follows?

Amend the following Sections to remove text in ~~striketrough~~ below:

401.1 “R1” DISTRICT

~~P. — and a minimum of 100 feet at the front of the proposed building.~~

401.2 R3 DISTRICT

~~P. — and a minimum of 150 feet at the front of the proposed building. A Special Exception to this requirement may be granted, where soil and slope conditions permit, for counter balancing considerations such as preservation of wetlands, natural features, open space and habitat such as deer yards.~~

---

### 401.3 R5 DISTRICT

~~P. — and minimum of 250 feet at the front of the proposed building. A Special Exception to this requirement may be granted by the Zoning Board of Adjustment (where soil and slope conditions permit) for counter balancing considerations such as preservation of wetlands, natural features, open space and habitat such as deer yards.~~

**Explanation:** This article proposes to remove restrictions on lot widths at the front of a proposed building in residential districts. The Planning Board feels these width limitations are not practical in implementation. For example, a building's "front" does not necessarily face the front of the property; therefore these requirements tend to be unclear and onerous.

**Article 4:** Are you in favor of the adoption of Amendment No. 3 for the Town of Enfield Zoning Ordinance as follows?

Revise Section 401.4 COMMUNITY BUSINESS DISTRICT (CB) to remove text in ~~striketrough~~ below:

N. Minimum lot size shall be one (1) acre for buildings with on-lot water and sewer supply but may be a minimum one-half acre lot size ~~for a commercial building~~ where community or municipal water and sewer are used.

**Explanation:** This article proposes to remove the words "commercial building" from section 401.4 COMMUNITY BUSINESS DISTRICT (CB) paragraph "N." The Planning Board feels that this will clear up any misinterpretation that only a lot with "commercial buildings" may take advantage of the lot size requirements that stipulate that a lot may be a minimum one-half acre lot in size when municipal water and sewer are available.

**Article 5:** Are you in favor of the adoption of Amendment No. 5 for the Town of Enfield Zoning Ordinance as follows?

Amend Section 411 REMOVAL OF NATURAL MATERIAL to add the text in **bold** and remove text in ~~striketrough~~ below:

**411 REMOVAL OF NATURAL MATERIAL FOR COMMERCIAL PURPOSES**

---

The removal of sand, gravel, rock or construction aggregate shall be permitted as a Special Exception ~~in the R3 and R5 Districts~~ upon the approval of the Zoning Board of Adjustment, and must be in compliance with the provisions stated in the Town of Enfield Local Excavation Regulations.

**Explanation:** This article proposes to add the words “FOR COMMERCIAL PURPOSES” to Section 411 REMOVAL OF NATURAL MATERIAL and removes the limitation that only applies in the R3 and R5 Districts. This will make the regulation apply to all districts. The Planning Board feels that this change will clear up possible misinterpretations of the Zoning Ordinance with regard to the removal of sand, gravel, rock or construction aggregate on all lots.

**Article 6:** Are you in favor of the adoption of Amendment No. 6 for the Town of Enfield Zoning Ordinance as follows?

Amend Section 415 STUDIES AND INFORMATION REQUIREMENTS to add the text in **bold**:

415      **ADDITIONAL STUDIES AND INFORMATION REQUIREMENTS**

The Zoning Board of Adjustment **and/or the Planning board** may require special studies and/or additional information that is deems necessary to carry out the purposes of these regulations. Such studies shall be undertaken at the expense of the applicant.

**Explanation:** This article proposes to add the ability for the Planning Board to require special studies and/or additional information that is deemed necessary to carry out the purposes of Enfield’s regulations. As the ordinance is currently written, only the Zoning Board of Adjustment (ZBA) may require special studies and/or additional information that are deemed necessary.

**Article 7:** Are you in favor of the adoption of Amendment No. 7 for the Town of Enfield Zoning Ordinance as follows?

Amend Section 416 ZONING ADMINISTRATOR to add the text in **bold** and remove text in ~~strike through~~ below:

416 ~~ZONING ADMINISTRATOR~~ **LAND USE ADMINISTRATOR**

---

The administrative and enforcement officer for this Ordinance shall be known as the ~~Zoning Administrator~~ **Land Use Administrator** and shall be hired or appointed by the Selectmen. The ~~Zoning Administrator~~ **Land Use Administrator** shall administer the Zoning Ordinance literally and shall not have the power to permit any use of land or buildings which is not in conformance with this Ordinance.

And further to replace “Zoning Administrator” with “Land Use Administrator” in all other sections of the Zoning Ordinance.

***Explanation:*** This article proposes to add the new title of the Planning and Zoning Administrator to the Zoning ordinance. The new title for this position is “Land Use and Community Development Administrator.”

***Business Meeting (Second Session)***

Meeting will reconvene:

**When:** Saturday, March 14, 2020  
**Place:** Enfield Elementary School, 271 US Route 4, Enfield  
**Time:** 9:00 a.m.

***2020 OPERATING BUDGET SUMMARY***

The proposed 2020 operating budget, including the general government (funded from a combination of property taxes, other local receipts, and state aid) and operation of the municipal water and sewer systems (which are funded from fees assessed to the users of these systems), is \$6,936,460, or an increase of 3.87% above 2019 (\$6,677,736). It should be noted that a significant portion of this increase is attributable to budgeting for an additional roughly \$82,000 payment on the US Route 4 water/sewer system extension loan (which is paid out of the TIF Fund). If this added debt service payment were set aside, the year-over-year increase is approximately 2.6%. With respect to the General Fund, the proposed operating budget calls for an appropriation of \$5,621,091 (an increase of 2.03% above the 2019 budget of \$5,509,069). The “bottom line” operating budget does not include vehicle replacements, infrastructure projects, or other non-recurring expenses funded from capital reserves.

The 2020 budget projects total revenue to the general fund in the amount of \$1,874,584 from “non property tax” sources (a roughly 3% decrease from the \$1,930,453 in actual non-property tax revenue in 2019). Although a conservative approach to estimating revenues was used, it should be noted that actual revenues



could fall short of estimated revenues for reasons that are beyond the Town's control. This will necessitate raising a total of \$4,348,209 from the municipal property tax levy. **We would therefore anticipate the municipal portion of the 2020 tax rate to be between \$7.44 and \$7.51 per \$1,000 of assessed valuation. This represents an estimated increase of roughly 1.45% to 2.47% from the 2019 municipal tax rate of \$7.33 per \$1,000 of assessed valuation.** The range is based on an assumed "net valuation" of between approximately \$580 million (the net valuation in 2019, following completion of the 5-year town wide revaluation) and \$585 million (a 1% increase in net valuation, which is possible within the context of incremental adjustments in home values – up or down – that take place in a "non-reval" year). Finally, the property tax rate will ultimately be set lower should actual revenues prove to be on pace to exceed estimated revenues by October 2020. Similarly, the property tax rate will ultimately be set higher than presently estimated should actual revenues fall short of estimated revenues by October 2020.

The Budget Committee, Board of Selectmen, and Town Manager have presented to you a balanced budget that does not rely on the use of unassigned fund balance or reserves to fund operational costs while maintaining and enhancing the high-quality services Enfield residents expect from town government. A more detailed summary of the recommended 2020 budget is included in the below tables.

<b>OPERATING EXPENSES</b>			
<b>Category</b>	<b>2019 (Budgeted)</b>	<b>2020 (Budgeted)</b>	<b>% Δ</b>
<b>General Government</b> (excludes items funded from capital reserves)	\$5,509,069	\$5,621,091	2.03%
<b>Water</b> (excludes items funded from capital reserves)	\$222,447	\$225,102	1.19%
<b>Sewer</b> (excludes items funded from capital reserves)	\$638,104	\$706,183	10.67%
<b>Capital Projects</b> (Lakeview/Shaker Landing Sewer Extension Debt Service)	\$139,472	\$139,472	0%
<b>TIF</b> (US Route 4 Water/Sewer Extension Debt Service)	\$162,246	\$244,612	51%

<b>SPECIAL APPROPRIATIONS TO BE FUNDED FROM TAXES OR FUND BALANCE</b>			
<b>Category</b>	<b>2019</b>	<b>2020</b>	<b>% Δ</b>
CIP Capital Reserve Fund (Taxes)	\$422,168	\$448,368	6.2%
Employee & Retiree Benefits Trust Fund (Unassigned Fund Balance)	\$25,000	\$30,000	20%
Master Planning (Unassigned Fund Balance)		\$35,000	NA

<b>OPERATING REVENUES</b>			
<b>Category</b>			
<b>General Fund Revenues</b>	<b>2019 (Actual-YTD)</b>	<b>2020 (Budgeted)</b>	<b>% Δ</b>
Property Taxes	\$4,252,328*	\$4,352,709	2.36%
Other Taxes	\$99,252	\$91,150	(8.2%)
Licenses, Permits & Fees	\$1,141,657	\$1,154,100	1.15%
State Sources	\$441,572	\$451,834	2.3%
Charges for Services	\$142,843	\$141,000	(1.29%)
Miscellaneous Revenue	\$115,742	\$36,500	(68.5%)
<b>General Fund Total Revenues/Credits</b>	<b>\$6,193,394</b>	<b>\$6,227,293</b>	<b>0.5%</b>
Interfund Operating Transfers	\$1,162,269	\$1,315,369	13.2%
Other Financing Sources	\$0	\$0	0%
<b>Grand Total Revenues/Credits</b>	<b>\$7,355,663</b>	<b>\$7,542,662</b>	<b>2.5%</b>

\*This is the total amount of tax effort (i.e., the combined total from the two semi-annual tax commitments) as calculated by the NH Department of Revenue Administration

**Article 8:** (Lease without Escape Clause) To see if the Town will vote to authorize the Board of Selectmen to enter into a long term lease/purchase agreement in the amount of **\$190,000** payable over a term of five (5) years for the

---

purpose of leasing four police cruisers. The Capital Improvement Program Capital Reserve Fund, which the Board of Selectmen is agent to expend, will be used for the annual principal and interest payments for the life of the lease.

*Special Warrant Article* *2/3 Paper Ballot Vote Required*

**Explanation:** The proposed police cruisers are Ford Interceptor SUV hybrids (Ford Explorer body) that will be outfitted with four-wheel drive. In general, it has been the practice of the Town to replace police cruisers used for patrol every four years. Four years of use by the Enfield Police Department typically coincides with approximately 120,000-140,000 miles driven on a patrol vehicle. The last two patrol vehicles have been driven for over 135,000 miles at the time they were replaced. Additionally, because police cruisers sit idling for many hours, the aggregate amount of wear and tear on a given vehicle’s engine will be far in excess of the total amount of mileage. In many cases, the amount of engine hours on a police cruiser is two times that of a civilian vehicle with comparable mileage. The existing police cruisers that are being recommended for replacement in 2020 were purchased in 2013 and 2016 and have expected to have at least 130,000 and 150,000 miles on them at the time of replacement. The additional two Ford Interceptor Hybrid cruisers will allow the department to move from a four year replacement schedule to a seven year replacement schedule by enabling the Police Department to spread the total mileage/use over a larger fleet of vehicles. The additional cruisers will save the town money over the life cycle of cruisers in replacement and maintenance cost. Additionally, it will enable members of the department to respond more directly to a call when off duty and increase individual-level accountability for vehicle use and maintenance. Delaying replacement of the patrol vehicles in 2020 not only has the potential to result in increased vehicle maintenance costs, but may also place our citizens and officers at risk. The Town will sell the 2013 and 2016 police vehicles shortly after delivery is made of the replacements.

These replacements would be financed by either a 5-year bank loan or capital lease with an interest rate not to exceed 3.0%.

<i>Was this Article Recommended by the Select Board?</i>	<i>YES (2 in favor, 1 abstention)</i>
<i>Was this Article Recommended by the Budget Committee?</i>	<i>YES (9 in favor, 1 abstention)</i>
<i>Estimated Impact on 2020 Tax Rate</i>	<i>None</i>

---

**Article 9:** To see if the Town will vote to raise and appropriate the sum of **\$150,000** to replace a bridge on Oak Hill Road, to authorize the issuance of not more than \$150,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. The first interest payment will be due in 2020. The Capital Improvement Program Capital Reserve Fund, which the Board of Selectmen is agent to expend, will be used for the annual principal and interest payments for the life of the loan. Should both Articles 9 & 14 be approved, it is the intent of the Board of Selectmen to pursue integrated funding opportunities.

***Special Warrant Article*** ***2/3 Paper Ballot Vote Required***

**Explanation:** This is the bridge near the intersection with Grafton Pond Road spanning the Grafton Pond Outlet Brook. It is a large diameter corrugated metal culvert that was installed in 1994. The condition of the culvert is rated serious on the State of NH Municipal Bridges inspection program which places it among the “Red List” bridges, one of 241 municipal-owned bridges across the State in poor, serious or critical condition. The metal of the culvert is rusted or non-existent where it is in contact with the water. In order to avoid costly wetlands permitting the proposal is to replace the culvert with a bridge similar to the ones recently built on Boy’s Camp Road and Lovejoy Brook Road (which also replaced failed culverts). The proposed bridge will be two lanes wide and long enough to span the brook while leaving an adequate stream bed and stable bank underneath.

This project will be financed by a 15-year bank loan, in combination with the project described in Article 14, with an anticipated interest rate of 3.25%.

<i><b>Was this Article Recommended by the Select Board?</b></i>	<i><b>YES (3-0)</b></i>
<i><b>Was this Article Recommended by the Budget Committee?</b></i>	<i><b>YES (10-0)</b></i>
<i><b>Estimated Impact on 2020 Tax Rate</b></i>	<i><b>None</b></i>

**Article 10:** To see if the Town will vote to raise and appropriate the sum of **\$1,900,000** to make improvements to the municipal water system (including preparation of a funding application to USDA, hydrogeological work, design and construction of a new well to increase drinking water supply, and replacing approximately 5,500 linear feet of water distribution main) to authorize the issuance of not more than \$1,800,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33), to authorize the municipal

---

officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to authorize the withdrawal of up to \$100,000 from the unassigned fund balance of the Municipal Water Fund to reduce the amount borrowed. It is the intent of the Board of Selectmen to make associated future principal and interest payments from the Municipal Water Fund operating budget for the life of the loan. Should both Articles 10 & 11 be approved, it is the intent of the Board of Selectmen to pursue integrated funding opportunities while

insuring that all future principal and interest payments are made from the appropriate fund on a proportionate basis.

***Special Warrant Article***

***2/3 Paper Ballot Vote Required***

***Explanation:*** The Town of Enfield has the ability to source its water from three different well fields. The Prior well field is located in the northeastern portion of the service area and serves as the primary water supply source. Currently there are two wells located on the 8-acre parcel. Prior Well #1 has good quality water and provides the Town with nearly 60% of its drinking water; however, over the past several years its yield has been decreasing. Prior Well #2 has had quality issues with sand since it was installed and therefore is not used. The Marsh Well serves as the secondary source and provides a little over 30% of the water. This well is located on 25 acres of land in the northwestern part of the system. During the high usage and dry summer months of July through October; Prior Well #1 and Marsh Well work harder to keep up with demand. During this time the McConnell well is used. This well only supplies about 10% of the water and is not of the same quality as the other wells. It is hard and there are some other quality issues with an undeveloped well on this 31-acre parcel. Access to the well field is difficult due to the wetlands the well is located in.

The Town of Enfield has approximately 15,340 linear feet of pipe that was installed in 1903. The remaining distribution mains were installed throughout the 1960's and 1970's with ongoing replacement in the 1990's, 2000's and 2010's. These newer mains include about 23,160 linear feet of 4", 6", 8", 10" and 12" water main and are in good condition. The repair history on these mains will continue to be monitored. The older pipe (1903) has been some of the most problematic for the system to maintain due to continuing and recurrent breaks. Based on the condition of this pipe and the historical location of breakage, the following table represents a summary of the proposed replacement of this distribution main. The repair of these water mains has been separated into two phases with the pipes having the greatest issues being replaced sooner, in 2021 and the remaining being replaced 5 years later in 2026.

---

The distribution replacement is necessary to eliminate leakage, costly repairs and water outages for customers. By replacing the old high maintenance water main in two phases, the Town will obtain long term loan and grant packages in order that the Town can stabilize rate increases and reduce the need for costly repairs. The priority distribution lines that are being replaced are the lines from the well; if these old pipes failed it would be catastrophic for the system. The first phase of the project, which would be addressed if the associated warrant article is approved by the voters, proposes the replacement of approximately 5,500 feet of 10" water distribution main on Maple Street.

The Town is very fortunate in that its two primary wells are of good water quality and no treatment is necessary. The Town is currently able to supply adequate water from the Prior #1 well and the Marsh well. However, there are

times during extended droughts, pump servicing and fire emergencies when the Town is forced to use the McConnell well which has poor water. Currently the town is able to manage the mixing of the well water but as the yields from the Prior Well continue to decline, they need to find an additional source that can meet the demand.

The Prior well site has potential for a second well. Although Prior #2 has sand issues; it could be surged and redeveloped. There is the possibility of "over-reaming" the well and installing a sand pack between the current well and a new 12" well. This is somewhat risky and not guaranteed to provide enough filtration to eliminate the sand issue. A new replacement well, Prior #3 could be sited at the Prior well field. In the 1990's the Town completed video logging and found that from depth 305 to 320 provided significant water flow and also sediment infiltration.

The proposed work includes the development of an additional well at the Marsh site including test borings and the installation of the production well to replace the McConnell Well which has water quality issues. We only anticipate minor upgrades to the existing pump station and minimal transmission main.

The Town of Enfield has the potential to receive up to 45% grant funding from the USDA Rural Development Office in support of this project work. If this funding application is successful, it would subsequently reduce the amount the Town needs to borrow for the remainder of the project costs.

A brief summary/breakdown of the work that would be performed and associated costs with passage of Article 10 is provided below:

<b>ITEM</b>	<b>UNITS</b>	<b>NO. UNITS</b>	<b>UNIT COST</b>	<b>TOTAL COST</b>
<b><u>Construction Items</u></b>				
<b><u>Well</u></b>				
Hydrogeological Work	LS	1	\$40,000.00	\$40,000.00
New Well Construction	LS	1	\$200,000.00	\$200,000.00
Pump Station Upgrades	LS	1	\$10,000.00	\$10,000.00
			Subtotal Well	\$250,000.00
<b><u>Distribution Main</u></b>				
Maple St Well to Shed and May to Rte 4	LF	2300	\$200.00	\$460,000.00
Maple St Shed to May	LF	3200	\$200.00	\$640,000.00
May Street	LF	2106	\$200.00	
Stevens Street	LF	761	\$200.00	
Union Street	LF	1108	\$200.00	
Shedd Street	LF	1209	\$200.00	
Shed St Apt	LF	116	\$200.00	
Shedd St Apt	LF	150	\$200.00	
Wells ST	LF	1284	\$200.00	
Main ST	LF	2155	\$200.00	
Rte 4	LF	952	\$200.00	
			Subtotal Distribution	\$1,100,000.00
			Construction Subtotal	\$1,350,000.00
			15% Contingency	\$216,000.00
			Construction Cost	\$1,566,000.00
			Legal	\$10,000.00
			10% Engineering Design and Permitting	\$135,000.00
			10% Engineering Bidding and Construction Svcs	\$135,000.00
				\$1,846,000.00
			<b>ROUNDED TOTAL PROJECT COST</b>	<b>\$1,850,000.00</b>

<b><i>Was this Article Recommended by the Select Board?</i></b>	<b><i>YES (3-0)</i></b>
<b><i>Was this Article Recommended by the Budget Committee?</i></b>	<b><i>YES (10-0)</i></b>
<b><i>Estimated Impact on 2020 Tax Rate</i></b>	<b><i>None</i></b>

**Article 11:** To see if the Town will vote to raise and appropriate the sum of **\$1,900,000** to make improvements to the municipal sewer system (including preparation of a funding application to USDA, improved access, infiltration and inflow removal, manhole rehabilitation, CCTV inspection, pipe rehabilitation), to authorize the issuance of not more than \$1,900,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. It is the intent of the Board of Selectmen to make associated future principal and interest payments from the Municipal Sewer Fund operating budget for the life of the loan. Should both

---

Articles 10 & 11 be approved, it is the intent of the Board of Selectmen to pursue integrated funding opportunities while insuring that all future principal and interest payments are made from the appropriate fund on a proportionate basis.

***Special Warrant Article***

***2/3 Paper Ballot Vote Required***

***Explanation:*** The Enfield sanitary sewer collection system is primarily comprised of PVC pipe and precast concrete sewer manholes. The sanitary sewer collection system was originally constructed in the late 1980s. Since the completion of the sewer system additional connections have been provided periodically for residential developments within the sewer service area. No major replacement and/or rehabilitation efforts have been made within the sanitary sewer collection systems. A flow monitoring study concluded that infiltration is low to moderate throughout most of the collection system, however, during periods of high groundwater, peak infiltration can account for up to 53% of flows in the collection system. These flows from infiltration are subsequently treated at the Lebanon treatment plant, which means the Town of Enfield is ultimately billed for this discharge.

Beginning in the spring of 2019, the Town of Enfield began working with an experienced wastewater system engineering firm to evaluate the municipal system. The manhole inspections revealed that approximately 40% of the manholes in the Enfield collection system have immediate needs. These defects ranged from light, to moderate active inflow and infiltration (I/I), to structural and operations/maintenance (O&M) needs such as deteriorating risers, backups, surcharging, and root intrusion. Some manholes were observed to have multiple defects. Approximately 30% of the manholes in the collection system could not be inspected due to accessibility issues including being bolted, paved over, buried, sealed shut, or unable to locate and access along cross-county easements.

Based on sonar testing of the gravity sewer mains, approximately 94% of the pipes tested scored in the “good” range (7-10), while 3% of the pipes scored in the “fair” range (4-6), and 3% of pipes scored in the “poor” (0-3) range. Approximately 50% of the pipes could not be sonar tested due to accessibility issues. Manhole and sanitary sewer main access is challenging due to paved over manholes, manholes being sealed shut, and inaccessibility along portions of the easements. The Town’s engineering firm has recommended the Town secure permitting approval to clear the easements, and uncover and raise manholes where necessary. Inaccessible manholes present significant O&M challenges should any issues occur, such as backups of sanitary sewer mains that require flushing.



---

The Town's engineering firm has also recommended follow-up investigations including CCTV inspection of the sanitary sewer collection system. The follow-up investigations should be completed prior to any rehabilitation efforts. Additionally, access should be provided to the manholes that could not be located, and manhole inspections and sonar tests should be completed on adjacent pipe segments. Smoke testing is recommended throughout the collection system to identify potential sources of inflow. Updates to the GIS mapping are also recommended upon completion of the follow up work. The CCTV work should be prioritized based on the results of the follow-up collection system field work and the updated asset management database. This will allow the Town to establish a baseline condition for each pipe, and identify any pipes that warrant rehabilitation/replacement. The results of the CCTV investigations should be integrated with the asset management database developed as part of this Report. Pending the identification of any major structural deficiencies during the CCTV work, the most cost-effective approach is to utilize trenchless technologies that allow for in-situ rehabilitation. The typical useful life of sanitary sewer system components without proper maintenance and repair is 50 to 75 years. With proper maintenance and repairs the useful life of the sanitary sewer system components can be extended significantly.

Rehabilitation of manholes is also recommended. Of the manholes inspected, 22 were found to be in need of rehabilitation. Active I/I and/or structural deficiencies, such as loose and fallen bricks from the risers, were observed in these manholes. Loose bricks provide areas where infiltration can enter into the manholes, and fallen bricks can present significant O&M challenges including clogged pipes and backups in the inverts of the manholes. It is recommended the bricks in the risers of these manholes be grouted. We also recommend that manholes noted as having active I/I are rehabilitated through the use of a chemical grout and cementitious lining. A number of manholes, including the ones recommended for rehabilitation, have O&M needs including roots, backups/blockages, and surcharging.

The Town of Enfield has the potential to receive up to 45% grant funding from the USDA Rural Development Office in support of this project work. If this funding application is successful, it would subsequently reduce the amount the Town needs to borrow for the remainder of the project costs.

A brief summary/breakdown of the work that would be performed and associated costs with passage of Article 11 is provided below:

Task	Description	OPPC
USDA-RD Funding Application	Prepare a preliminary engineering report (PER), environmental report (ER), and funding application to be submitted to USDA for the proposed work.	\$ 70,000
Uncover/Raise Manholes	Uncover and raise 23 manholes that have been paved over, provide access to 20 manholes that could not be opened.	\$ 120,000
Confirmed Manhole Rehabilitation	Perform Rehabilitation on 24 manholes, including grouting, lining, and root treatment.	\$ 80,000
Clearing of Cross-Country Easements	Clear and establish approximately 1,650 LF of cross-country easements and improve access for O&M	\$ 210,000
Restoration of Lawn Easements	Restore approximately 7,500 SY of lawn easements.	\$ 150,000
CCTV Inspection	CCTV inspect approximately 43,000 LF of gravity sewer mains. Provide recommendations for rehabilitation.	\$ 140,000
Allowance for Manhole Rehabilitation	Allowance for manhole rehabilitation following the inspection of manholes that could not be accessed or located during Phase 1.	\$ 80,000
Allowance for Pipe Rehabilitation	Allowance for in-situ rehabilitation of sanitary sewer piping following CCTV inspection.	\$ 1,050,000
<b>Total =</b>		<b>\$ 1,900,000</b>

<b><i>Was this Article Recommended by the Select Board?</i></b>	<b><i>YES (3-0)</i></b>
<b><i>Was this Article Recommended by the Budget Committee?</i></b>	<b><i>YES (10-0)</i></b>
<b><i>Estimated Impact on 2020 Tax Rate</i></b>	<b><i>None</i></b>

**Article 12:** To see if the Town will vote to raise and appropriate the sum of **\$75,000** for wastewater planning related to recommended follow-up sewer system investigations from the 2019 Wastewater Asset Management Project, and to authorize the issuance of not more than \$75,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon; said borrowing to be from the NHDES Clean Water State Revolving Fund of which 100% of the principal is to be forgiven. There will be an interest payment due in 2020. The Municipal Sewer System Capital Reserve Fund, which the Board of Selectmen is agent to expend, will be used for the interest payments for the life of the loan.

### ***Special Warrant Article***

### ***2/3 Paper Ballot Vote Required***

**Explanation:** The Town intends to apply for a loan in the amount of the \$75,000 from the New Hampshire Department of Environmental Services' (NHDES) Clean Water State Revolving Fund. This loan carries with it 100% principal forgiveness and an interest rate of 2% (we estimate the Town would incur interest expenses of less than \$1,000 if the loan was paid off in full at the conclusion of the project). In 2018 the Town took out a loan (also with 100% principal forgiveness) to comprehensively inventory and assess our municipal sewer system infrastructure (many components of which we know are plagued by groundwater infiltration), and identify how the system will best be upgraded and

maintained over time in order to meet the needs of the community (including capital planning and ensuring the size and condition of the system can adequately accommodate future projected growth). Additionally, in 2019 the Town took out a loan (also with 100% principal forgiveness) to undertake a feasibility analysis of constructing and operating a local wastewater treatment plant (in order to disconnect from the City of Lebanon's municipal sewer collection and treatment system). The feasibility analysis is ongoing and is expected to be complete by September 2020. This second loan was effectively used for Phase II of a two-phase planning project. The Board of Selectmen and Budget Committee strongly support these projects in order to reduce the likelihood of system failure and make system updates more proactive to ensure the financial stability and sustainability of the system. The NHDES funding being requested now will enable the Town to begin addressing a number of the system issues that were identified during asset management planning process. If the Town is successful in obtaining funding from NHDES to perform additional follow-up investigative/diagnostic work for the municipal sewer system, it will help us identify and address sections of sewer main that are presently allowing a considerable amount of inflow and infiltration. The City of Lebanon is billing the Town of Enfield for this inflow/infiltration given that it is received at their wastewater treatment plant. The Town will not be eligible to receive NHDES funding for this project if Town Meeting does not approve Article 12.

<i><b>Was this Article Recommended by the Select Board?</b></i>	<i><b>YES (3-0)</b></i>
<i><b>Was this Article Recommended by the Budget Committee?</b></i>	<i><b>YES (10-0)</b></i>
<i><b>Estimated Impact on 2020 Tax Rate</b></i>	<i><b>None</b></i>

**Article 13:** (Lease without Escape Clause) To see if the Town will vote to authorize the Board of Selectmen to enter into a long term lease/purchase agreement in the amount of **\$48,000** payable over a term of seven (7) years for the purpose of leasing one Public Works one-ton pickup truck. The Capital Improvement Program Capital Reserve Fund, which the Board of Selectmen is agent to expend, will be used for the annual principal and interest payments for the life of the lease.

***Special Warrant Article***

***2/3 Paper Ballot Vote Required***

**Explanation:** The 2003 Ford F-350 is a truck that arrived in town with a 10 year estimated life span. It is now in its 18th year of service. The truck is used for road checking, parking lot plowing, cold patching, parts runs, sign work, and for towing road rakes and light trailers. The truck has had its body replaced several years ago due to rust issues which are now showing up on the cab and frame.

---

The 2003 truck is equipped with a 6.0-liter diesel engine that is well-documented as having been problematic during and since their production runs. The replacement truck will be set up with a flatbed body and a plow. Delaying replacement of this vehicle has the potential to result in increased vehicle maintenance costs and reduced efficacy of both summer and winter road maintenance operations. The Town will sell the existing F-350 pickup via competitive bid (online auction or other form).

This replacement would be financed by either a 7-year bank loan or capital lease with an interest rate not to exceed 3.0%.

<i><b>Was this Article Recommended by the Select Board?</b></i>	<i><b>YES (3-0)</b></i>
<i><b>Was this Article Recommended by the Budget Committee?</b></i>	<i><b>YES (10-0)</b></i>
<i><b>Estimated Impact on 2020 Tax Rate</b></i>	<i><b>None</b></i>

**Article 14:** To see if the Town will vote to raise and appropriate the sum of **\$40,000** to replace sidewalks in the village area, and to authorize the issuance of not more than \$40,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. The first interest payment will be due in 2020. The Capital Improvement Program Capital Reserve Fund, which the Board of Selectmen is agent to expend, will be used for the annual principal and interest payments for the life of the loan. Should both Articles 9 & 14 be approved, it is the intent of the Board of Selectmen to pursue integrated funding opportunities.

***Special Warrant Article*** ***2/3 Paper Ballot Vote Required***

**Explanation:** There are several sections of sidewalk in Enfield Village that are in need of repair and/or replacement. The three worst sections are along the length of High Street, along Shaker Hill Road between Wells Street and Livingstone Lodge Road and along Main Street between Estey Lane and Lakeside Park. The plan is to rebuild the worst sections by pulling up the existing pavement, improving the base, and repaving with colored or painted asphalt. Sections that are not in need of complete rebuilding will receive a colored or painted asphalt overlay. The sections on asphalt will not be stamped with a brick pattern as was previously done, and this will help facilitate repairs in the future, improve sidewalk deicing and save considerable up front expense. Any funds left over from the requested amount once the identified sections are addressed will be used to improve other sections of deteriorating sidewalks in the village area.

---

This project will be financed by a 15-year bank loan, in combination with the project described in Article 9, with an anticipated interest rate of 3.25%.

<i><b>Was this Article Recommended by the Select Board?</b></i>	<i><b>YES (3-0)</b></i>
<i><b>Was this Article Recommended by the Budget Committee?</b></i>	<i><b>YES (10-0)</b></i>
<i><b>Estimated Impact on 2020 Tax Rate</b></i>	<i><b>None</b></i>

**Article 15:** To see if the Town will vote to raise and appropriate the Budget Committee recommended sum of **\$6,936,460** for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately.

**Explanation:** This article, raising and appropriating \$6,931,960, is indicative of the appropriations for Town operations, including Water and Sewer and TIF District loan payments.

A summary of the operating budget is provided at the beginning of this document, and a more detailed breakdown is provided in the accompanying MS-737 Form (the Town’s official “Proposed Budget”) which the Budget Committee has filed with the NH Department of Revenue Administration.

When the Budget Committee and municipal administration began the budget development process for 2020, there were several broad goals set. These included:

- Promoting implementation of the strategic plans recently developed by each of the town’s municipal operating departments
- Sustaining (and enhancing where possible) the high-quality municipal services that residents are being offered in the Town of Enfield
- Ensuring that municipal employees continue to receive levels of compensation (inclusive of wages and benefits) that are competitive with other communities and reward high levels of performance
- Minimizing any increase in the property tax rate to the fullest extent possible (with an increase of no more than 3% being an early objective)
- Continue to grow the unassigned fund balance in the General Fund (the Town’s governing body has set a target of 12% the general ledger budget or approximately \$2 million at present), which had been severely depleted several years earlier
- Continuing to support the Town’s long-term commitment to fund the Capital Improvement Program Capital Reserve Fund
- Implementing the financial plan developed in 2018 for eliminating the existing Sewer Fund deficit within a period of 5-7 years

- Encouraging administration and departments to seek and secure external funding for programs and services where possible, to offset costs that would otherwise need to be borne by property taxes and other sources of municipal revenue

<b><i>Was this Article Recommended by the Select Board?</i></b>	<b><i>YES (3-0)</i></b>
<b><i>Was this Article Recommended by the Budget Committee?</i></b>	<b><i>YES (5 in favor, 3 opposed, 2 abstentions)</i></b>
<b><i>Estimated Impact on 2020 Tax Rate</i></b>	<b><i>\$6.74 per \$1,000</i></b>

**Article 16:** To hear the report of the Municipal Facilities Advisory Committee relative to the evaluation of existing facilities and an examination of alternative options and conceptual designs that meet the Town’s municipal facility needs.

**Explanation:** The Municipal Facilities Advisory Committee (MFAC) was formally established by the Board of Selectmen in April 2019. The Board of Selectmen and Town Manager’s goal was to build a collaborative committee with diverse backgrounds and perspectives. The members would have to be committed to a process grounded in objectivity and evidenced based evaluation of the Town’s facility conditions and needs. Members would also have to be dedicated to volunteering their personal time to accomplish the intended goals. Following deliberative Board of Selectmen review of the backgrounds and experience of the resident candidates that expressed interest in serving on the MFAC, a Committee was selected.

The MFAC began formally meeting in late-April 2019 and established ground rules. There was a unanimous decision the process would be:

- Transparent;
- Factual;
- Integrity-driven;
- Consensus-based.

Some of the Committee’s goals pertained to:

- Reviewing informational studies and materials, interview Department Heads, and visiting sites,
- Developing objectives and associated strategies that are most likely to meet both current and long-term (50+ years) facility needs,

- 
- Appreciate that some proposed Departmental Head needs were moved by legal requirements,
  - Fiscal responsibility by diligently searching out external funding sources (i.e. federal and state grants, and/or other funding possibilities),
  - Basing financial recommendations on quality, integrity of resource(s), and safety,
  - Using local resources first when possible,
  - Using “value” as an overall rating rather than just “cost”, and with ultimate regard to
  - Minimizing, to the greatest extent possible, financial commitment on the Citizens of Enfield

A meeting schedule of at least two meetings per month was set. The above mentioned studies and other available and relevant information were shared with each member. The initial meetings involved intense scrutiny of past reports, and interviewing Barrett Architecture for clarification and/or elaboration. Meetings were held with Department Heads and/or other municipal personnel in order to gain their perspective on current conditions and needs.

The Committee visited facilities alongside Department Heads. This gave each MFAC member the ability to see first-hand what previous studies and/or persons had described. These visits and meetings were overwhelmingly eye opening to the Committee for poor existing conditions, safety concerns, significant facility needs (technical and/or required by law), improvement needs or repair in multiple areas.

During these meetings, Department Heads were tasked with providing documentation and an articulate explanation of their expressed concerns and needed / necessary improvements. The MFAC was not shy to pose questions or to challenge the expressed needs or desired improvements. In many cases, Department Heads had already, or were in the process of transforming otherwise dedicated spaces to accommodate different urgent needs. Each of these accommodation “fixes” caused the inability to use the changed space as originally designed, caused overcrowding in the compromised area, caused inefficient work space, and in the end didn’t completely or efficiently provide the actual space needed for the new purpose. Inappropriate spaces are/were being used to store property and or files out of necessity. In some cases, historically relevant files requiring proper care, protection, and security were located in inappropriate spaces.

In order to create more space, Department Heads were cleaning out rooms that held unneeded materials, reorganizing spaces they had, and working on putting

---

stored boxes of paper files to digital. It was made clear to the Committee that Department Heads were doing their best to provide professional services, all while using clever maneuvers “to do the best with what they had.” The Committee repeatedly heard that storage was a major facility concern in every out of Town facility visited.

The Committee spent many hours in meetings, personal time studying, and took multiple trips/visits to the public safety complexes, municipal offices, and libraries of other communities. A number of Towns were discussed to visit, with a handful being chosen by their location, population, and/or other demographic or environmental considerations that made them relevant for comparison purposes. The MFAC engaged in discussions with Department Heads and other senior officials from these communities in order to review their processes, technical decisions made, hear good decisions they made, hear things they would have done differently, and hear about financial methods used in procuring their facilities, etc. After review of existing municipal facilities and touring the facilities of other communities, there were numerous meetings spent studying and discussing methods to solve immediate and serious problems.

Following intensive study, review, investigation, and consideration of alternative solutions, the totality of the information has led the MFAC to a consensus conclusion that the Town should invest in the construction of a new public safety facility. This facility would house Police, Fire, and Ambulance under one roof.

Secondly, the Committee concluded that Whitney Hall is in need of significant renovations and expansion. It is the view of the Committee that both of these projects represent major needs and should be pursued in a coordinated manner.

Thirdly, the Committee strongly recommends the Town move forward with the creation of a “Facilities Manager” position. This individual would work closely with existing municipal departments and personnel, and be responsible for overseeing a robust preventative maintenance program for all Town buildings and facilities. Primary responsibilities would include helping to direct, organize, and perform necessary repairs and keeping Town properties properly maintained. In the course of completing site visits to other communities in the region, municipal officials the Committee met with consistently stressed the value and importance of such a position – especially after a community has implemented significant improvements to its facilities.

In August and early-September 2019, the Committee and Town Manager solicited proposals from qualified architectural and design firms for the purpose of developing conceptual plans and cost estimates associated with the



---

construction of a public safety facility and renovations and expansion of Whitney Hall. Having received over a dozen proposals from architects in the region, a selection process ensued, resulting in the Committee's unanimous view that Bread Loaf Corporation (BLC) was the best choice to work with. BLC is based in Middlebury, VT. They are a full service firm with an integrated team approach. Their team is professional, innovative, open-minded, pragmatic, and experienced in several facets relevant to Enfield's project, including public safety facilities, municipal offices, public libraries, and historic buildings.

The Committee continues to move forward at each stage following full discussion of all relevant factors and makes final decisions only upon consensus votes. It is the Committee's goal to finalize its recommendations after BLC's completion of associated conceptual designs and cost estimates are received and carefully reviewed. Subsequently, those recommendations will be presented to the Board of Selectmen and made publicly available. The Committee's timeline goal for presentation is during the first half of 2020. The Board of Selectmen will then determine what proposed course of action is presented to the voters at the 2021 annual town meeting.

Should the Board of Selectmen accept the MFAC recommendations, an intensive public engagement process will ensue during the fall and winter of 2020 to ensure residents are fully informed and have an opportunity to ask any and all relevant questions prior to the 2021 town meeting. The Committee appreciates the magnitude of these projects and potential impact on the citizenry, and therefore takes its responsibilities very seriously. No recommendations will be made lightly. In that regard, the Committee strongly encourages public engagement at MFAC meetings to ensure any and all questions and perspectives of our community members are addressed. The Committee does not want to leave any reasonable stone unturned. Alternative ideas continue to be made and investigated. The Committee is resolved to making the best decisions for the Town.

**Article 17:** Shall the Town vote to adopt the provisions of RSA 261:153 to collect an additional motor vehicle registration fee of \$5.00 per registration for the purpose of supporting a municipal transportation improvement fund. Said fund shall be a capital reserve fund established for this purpose and governed by the provisions of RSA 35, and the Board of Selectmen shall be appointed as agent to expend from said fund. All fees collected will be deposited in the newly created Municipal Transportation Improvement Capital Reserve Fund to fund, wholly or in part, improvements in the local transportation system including

---

roads, bridges, bicycle and pedestrian facilities, parking and intermodal facilities, electric vehicle charging stations, and public transportation.

The additional fee shall be collected from all vehicles, both passenger and commercial, with the exception of all terrain vehicles as defined in RSA 215-A:1, I-b and antique motor vehicles or motorcycles, as defined in RSA 259:4.

### ***Special Warrant Article***

***Explanation:*** The legislature enacted RSA 261:153 to help communities offset the cost of transportation-related services and projects that would otherwise result in increased property taxes, or not be funded at all. It's a local option fee, funded by local dollars, used for local projects approved by the local legislative body of the municipality adopting the fee. With many local roads and bridges in constant need of repair, and with state funding coming nowhere close to keeping up with the need, establishing this local charge is a sensible approach to providing a modest amount of additional funding. There are presently approximately 7,000 vehicles registered in the Town of Enfield. This means the additional revenue deposited into a newly created Municipal and Transportation Improvement Capital Reserve Fund would be approximately \$35,000 annually

**Article 18:** To see if the Town will vote to raise and appropriate the sum of **\$35,000** for community master planning with said funds to come from unassigned general fund balance.

### ***Special Warrant Article***

***Explanation:*** The Planning Board, with the assistance of the Town's new Land Use and Community Development Administrator, has embarked on the process of developing a new community master plan. Enfield's current master plan was adopted in 1995 and is long overdue for a comprehensive overhaul. New Hampshire state law (RSA 674:2 section I) provides that "the purpose of the master plan is to set down as clearly and practically as possible the best and most appropriate future development of the area under the jurisdiction of the planning board, to aid the board in designing ordinances that result in preserving and enhancing the unique quality of life and culture of New Hampshire, and to guide the board in the performance of its other duties in a manner that achieves the principles of smart growth, sound planning, and wise resource protection." Funding from this warrant article will be used to engage a professional firm to assist in the creation of the master plan. The process as envisioned will involve numerous community outreach events, data collection and analysis, document

development and multi- media production as well as the actual implementation of the new plan. Early “pre-planning” work began in 2019 with the development of a set of “themes” that will serve to guide the process. The Planning Board has also divided their tasks to form appropriate “sub-committees” to accomplish their goals. These include: a communications sub-committee, an events and venues sub-committee, a data sub-committee and a Master Planning Taskforce Member selection sub-committee. The ultimate goal is to complete work on community master plan completed and formally adopted by the Planning Board within a roughly 12- to 18-month period. Although it may not be finalized, we anticipate having a complete working draft of the master plan prepared by the March 2021 Town Meeting.

<i><b>Was this Article Recommended by the Select Board?</b></i>	<i><b>YES (2-1)</b></i>
<i><b>Was this Article Recommended by the Budget Committee?</b></i>	<i><b>YES (9-1)</b></i>
<i><b>Estimated Impact on 2020 Tax Rate</b></i>	<i><b>None</b></i>

**Article 19:** To see if the Town will vote to raise and appropriate the sum of **\$30,000** to be placed in the Employee and Retiree Benefits Expendable Trust Fund. This appropriation will come from unassigned general fund balance.

***Special Warrant Article***

***Explanation:*** In 2018, Town Meeting voted to create a new Employee and Retiree Benefits Trust Fund and raise and appropriate \$25,000 for the first year of the fund’s operation. An appropriation of \$25,000 was also approved in 2019. The purpose of this new trust fund is to offset the costs of (1) final compensation due to employees who are retiring or otherwise separating from employment and (2) expenses that are eligible for employee reimbursement via the Town’s existing health reimbursement account (HRA). At the time, it was explained that, in the absence of a dedicated trust fund established to offset such costs, when an employee retires or otherwise separates from the Town, the Town pays all eligible accrued leave (i.e., paid vacation and eligible sick leave) from the personnel/wage account associated with the employee’s respective department. This can result in placing a great deal of financial stress on a department’s operating budget given that employee separations are often not known or anticipated in advance of the annual budget being set. Furthermore, while the Town may have the good fortune of going a year or more without having a single municipal employee leave service, it is not uncommon to have multiple employees retire or leave employment for a variety of other circumstances within a given budget year. For this reason, many towns elect to establish a separate trust or reserve fund for which they make a relatively consistent level of

appropriation every year to ensure sufficient funds to cover final employee compensation and eliminate funds within the operating budget being redirected from the original intended purpose. In 2018 and 2019, there was one anticipated employee retirement and two unanticipated employee retirements; this resulted in the full amount of the 2018 appropriation (\$25,000) being fully expended. It is anticipated that an appropriation of \$30,000 in 2020 will be adequate to cover all eligible expenses in 2020 while ensuring the fund begins 2020 with a positive fund balance. The proposed funding source for this appropriation is u fund balance, and, as such, it will not have any impact on the tax rate.

<i><b>Was this Article Recommended by the Select Board?</b></i>	<i><b>YES (3-0)</b></i>
<i><b>Was this Article Recommended by the Budget Committee?</b></i>	<i><b>YES (9-1)</b></i>
<i><b>Estimated Impact on 2020 Tax Rate</b></i>	<i><b>None</b></i>

**Article 20:** To see if the Town will vote to raise and appropriate the sum of **\$448,368** to be placed in the Capital Improvement Program Capital Reserve Fund.

***Special Warrant Article***

***Explanation:*** The CIP Committee is requesting that \$448,368 be raised and appropriated to the CIP-CRF in 2020 (a \$26,200 increase over the \$422,168 raised and appropriated to the fund in 2019) so that we can continue to build and maintain sustainable capital reserves moving forward. Each year the CIP Committee ensures the amount appropriated to the CIP-CRF exceeds the total amount withdrawn, with the goal of growing the size of the fund so that fewer vehicle/equipment purchases necessitate any borrowing (i.e., loans and capital leases). Since the CIP-CRF’s inception in 2012, the following amounts have been raised and appropriated to the fund (amounts that will likely be proposed in future years are shown in *italics*):

<b>Year</b>	<b>Appropriation</b>	<b>Difference</b>
2012	210,168.00	56,832.00
2013	267,000.00	24,783.00
2014	291,783.00	25,585.00
2015	317,368.00	26,200.00
2016	343,568.00	26,200.00
2017	369,768.00	-49,800.00
2018	319,968.00	102,200.00

---

2019	422,168.00	26,200.00
<b>2020</b>	<b>448,368.00</b>	<b>26,200.00</b>
2021	474,568.00	26,200.00
2022	500,768.00	26,200.00
2023	526,968.00	26,200.00
2024	553,168.00	26,200.00
2025	579,368.00	26,200.00
2026	605,568.00	

The overarching strategy developed by the CIP Committee is to:

1. Continue to update and maintain fixed asset inventories
2. Articulate an affordable long-term funding strategy through the development of a 6-year Capital Improvement Plan (CIP plan)
3. Facilitate a smooth, affordable tax rate
4. Leverage funding sources that fit our needs

The Town began 2019 with a balance of approximately \$1,123,000 in the CIP Capital Reserve Fund (CRF). By the end of 2019, the balance stood at approximately \$1,220,000. The goal is to continue growing the value of the reserve to reduce/eliminate the need to finance various purchases.

The town has made progress stabilizing the funding process for capital projects and there is still significant work to do in 2020. To plan beyond 2020, departments have submitted a wide range of capital requests for years 2021-2025. These requests include funding the replacement of many municipal vehicles and equipment, such as Fire Department forestry vehicle, air packs, radios, ambulance, plow trucks and roadside mowers. Requests also include funding for a wide range of infrastructure projects, such as road improvements, upgrades of aging water infrastructure, and renovations to municipal buildings.

<b><i>Was this Article Recommended by the Select Board?</i></b>	<b><i>YES (3-0)</i></b>
<b><i>Was this Article Recommended by the Budget Committee?</i></b>	<b><i>YES (10-0)</i></b>
<b><i>Estimated Impact on 2019 Tax Rate</i></b>	<b><i>\$0.77 per \$1,000</i></b>

**Article 21:** To see if the Town will vote to adopt, pursuant to RSA 72:81, a new construction property tax exemption for commercial and industrial uses (as defined in RSA 72:80). The intent of the exemption is to provide incentives to businesses to build, modernize, or enlarge within the Town. The exemption shall apply only to municipal and local school property taxes assessed by the Town. State education and county taxes are excluded from the exemption. The

---

exemption shall be granted for a maximum of fifty percent (50%) of the increase in assessed value attributable to the improvements, and shall remain in effect for a maximum period of ten (10) years. If adopted, the exemption shall apply to all properties within the municipality for which a proper application is filed. The percentage rate and duration of the exemption shall be granted on a per case basis based on the amount and value of public benefit provided, as determined by the Board of Selectmen. For the purpose of this exemption, in order to satisfy the public benefit requirement a minimum of one of the following must be provided: enhance economic growth and increase the Town's tax base; creation of needed services or facilities not currently available in the Town; redevelop and revitalize commercial or industrial area; prevent or eliminate blight; or, retain local jobs, increase local job base, and/or provide diversity in the job base. If approved this exemption shall take effect in the tax year beginning April 1, 2020 and shall remain in effect for a maximum of five (5) tax years.

***Explanation:*** This article introduces an innovative new tool (RSA 72:81) to stimulate economic development and re-development in NH communities. The provisions of this article give Enfield the power to offer a financial incentive, in the form of a property tax exemption, to commercial and industrial developers to build and/or expand in Town. The maximum exemption allowed under this RSA is 50% of the increase in assessed value attributable to the improvements and the maximum period is 10 years. It is important to emphasize the exemption only applies to the added property value derived from an eligible improvement, and not the entire assessed value of the property. For instance, if a developer completes improvements to a piece of commercial or industrial property and the assessed value were to increase from \$500,000 to \$700,000 as a result, the partial exemption would only apply to the additional \$200,000 in new value and the property owner would continue to pay taxes on 100% of the "pre-improvement" value. A municipality may opt for a lower percentage and a shorter duration. The exemption shall apply only to the municipal and local school portions of a property's increase in tax burden due to the development. As per RSA 72:82 (Procedure for Adoption) section II, a vote adopting RSA 72:81 shall remain in effect for a maximum of 5 tax years; provided, however, that for any application which has already been granted prior to expiration of such 5 tax year period, the exemption shall continue to apply at the rate and for the duration in effect at the time it was granted.

**Article 22:** To see if the Town will vote to authorize the Board of Selectmen to enter into an electricity power purchase agreement of up to 25 years with a qualified third party that will install, own and maintain a solar energy system on the Department of Public Works salt and sand shed, and to grant a lease and

---

easement for access to the location of the system. The Town will purchase the local solar energy at a cost of not more than \$0.120/kWh the first year, with an increase of not more than 2% in each subsequent year, and includes an option to purchase the system for no more than the depreciated market rate (as determined by an independent appraiser) during the term of the agreement. The Board of Selectmen would be authorized to negotiate terms and enter into said agreement through December 31, 2020, at which time the authorization would expire and necessitate additional Town Meeting approval.

**Explanation:** This Power Purchase Agreement allows a third party to install and maintain a solar array on the Public Works shed so the Town of Enfield would not have to make a capital investment in order to get the benefit of lower electricity rates from solar energy generated locally. The current cost of electricity for the DPW building is approximately \$0.16/kWh. The savings in the first year should be a minimum of \$2,500. Each additional year the savings is expected to go up. Over the last 25 years, Liberty Utility rates have increased close to 3% per year. This contract caps the yearly increase to 2% per year and provides for fixed monthly payments, making budgeting easier for this building. The Town will have the option to purchase the system during the life of the lease, if desired. In addition to the projected financial benefits associated with this proposal, the Board of Selectmen wishes to explore options for renewable energy production and use for environmentally responsible reasons.

**Article 23: (By Petition) “New Hampshire Resolution to Take Action on Climate Pollution”**

“We the town of Enfield hereby call upon our State and Federal elected representatives to enact carbon-pricing legislation to protect New Hampshire from the costs and environmental risks of continued climate inaction. To protect households, we support a Carbon Fee and Dividend approach that charges fossil fuel producers for their carbon pollution and rebates the money collected to all residents on an equal basis. Enacting a Carbon Cash-Back program decreases long-term fossil-fuel dependence, aids in the economic transition for energy consumers, and keeps local energy dollars in New Hampshire’s economy. Carbon Cash-Back has been championed by US economists (Jan 17, 2019 WSJ) as the most effective and fair way to deliver rapid reductions in harmful carbon emissions at the scale required for our safety”

“We expect our representatives to lead in this critical moment for the health and well-being of our citizens and for the protection of New Hampshire’s natural resources upon which we rely.”

---

“The record of the vote approving this article shall be transmitted by written notice to Enfield’s State Legislators, to the Governor of New Hampshire, to Enfield’s Congressional Delegation, and to the President of the United States, informing them of the instructions from their constituents, by Enfield’s Select Board, within 30 days of this vote.”

***Explanation:*** This article has been placed on the warrant by citizen-petition.

**Article 24:** To hear the reports of agents, auditors, committees, or any other officers heretofore chosen and pass any vote relating thereto.

***Explanation:*** This article allows voters to transact any other business that may legally come before Town Meeting. Items brought up for discussion can only be advisory or informational in content and nature. Any items requesting the Town to raise and appropriate money cannot come before the meeting under this article.



---

## Moderator's Rules

---

**Thank you for attending and participating in our traditional  
Enfield Town Meeting 03/14/2020.**

**Purpose:** Debate of the Warrant Articles, with legitimate differences of opinion and Final Decisions to be made by this body; Constructive discussion & feedback by this body, Town officials & Administration.

**Moderator's role:** To facilitate **your** meeting by orderly, fair, even-handed and civil debate of germane issues. Strict Roberts Rules and fancy parliamentary shenanigans are out of order. **Any ruling by the Moderator can be over-ruled by a majority of this body.**

---

- A. ONLY ONE amendment at a time will be allowed, without amendments to amendments. Like-wise, only one motion will on the floor at all times.
- B. Negative amendments or motions will not be accepted (amendments/motions that require a “no” to pass).
- C. Legally allowed amendments, germane to the **SUBJECT of ANY original, WARNED ARTICLE**, including petition articles can be made, explained, discussed, and debated. Amendments must be written. Passage or failure of amendments will be determined by vote. Final votes will determine the outcome for each Article. The wording of certain Articles is legally prescribed, and may not be amended.
- D. RSA 40:7: **“No person shall speak without leave of the moderator, nor when any person is speaking in order.”**
- E. Non-residents may speak to the Meeting regarding Warrant articles only with the consent of the meeting. There are usually issues regarding one or more Articles which non-resident input may be pertinent. **A motion regarding allowing non-resident(s) to speak or will be needed. (Majority vote required)**
- F. All Articles will be dealt with in the order printed in the published Warrant unless voted otherwise. We must take action on each & all Warrant Articles.
- G. We may need to move on to other business while completing paper ballot voting and counting regarding any Article. **A motion to Table each such Article until the votes are counted will be entertained as appropriate.**

- 
- H. Everyone who speaks must use a microphone so they can be heard. If a voter is unable to reach one of the stand-up microphones, the voter should raise his/he hand and a hand-held one will be provided.
  - I. Brevity is most effective. If you speak for more than just a very few minutes, you will probably not make your point effectively. Speakers must speak to the issue and not to individuals raising them. All comments will be directed to the moderator. Personal attacks, innuendos, and obstruction of orderly process, will be Ruled Out of Order.
  - J. Each speaker may only speak once until everyone has spoken.
  - K. Previously, some residents expressed concern that debate was cut off too soon on some Articles, we have decided in recent years not to adopt rules limiting debate. Unless there is a motion otherwise, there will be no limits on debate. Considering the balance of fair and full discussion of all the Warrant Articles, with the continued presence of all of those attending this Meeting, motions to **Limit Debate** will be accepted, but will be interpreted to allow those citizens on either side who have not yet spoken to the Issue who are already standing, or who immediately get in line at the microphone, up to 2 minutes each to speak.
  - L. Motions to **Call the Question** will be similarly interpreted. **(2/3 Vote Required).**
  - M. **Requests for a Secret Ballot require advance written request of 5 voters prior, (or 7 voters immediately after a vote) present and identified** at the Meeting. Motions to **Restrict Reconsideration** are only in order **after** the Article(s) have been addressed and decided.
  - N. IF the meeting is not finished by 11:00 p.m., the moderator will recess the meeting to a future date.

---

<b>Common Motions</b>	<b>Second</b>	<b>Debate</b>	<b>Amend</b>	<b>Vote</b>	<b>Reconsider</b>
Main Motion (Warrant Article)	Yes	Yes	Yes	Varies	Yes
Amend a motion	Yes	Yes	No	Majority	Yes
Withdraw or modify a motion	No	No	No	Majority	No
Table or Resume the motion	Yes	No	No	Majority	Yes
Limit or extend debate	Yes	No	No	2/3	Yes
Division of the House	No	No	No	Honored	No
Point of Order	No	No	No	None	No

---

## Warrant Articles Approved Until Rescinded

---

**The following articles were approved, until rescinded, by the voters at Town Meeting. The voters may reverse these decisions by a majority vote at a subsequent Town Meeting, provided an article is included on the warrant. An article may be placed on the warrant by the Board of Selectmen or by petition [RSA 40:13, II-a (b)].**

Adopted March 10, 1998: Shall the Town accept the provisions of RSA 31:95-b providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the selectmen to apply for, accept and expend, without further action by the Town Meeting, unanticipated money from a state, federal, or other governmental unit or a private source which becomes available during the fiscal year?

Adopted March 10, 1998: Shall the Town accept the provisions of RSA 202-A:4-c providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority the Public Library Trustees to apply for, accept and expend, without further action by the Town Meeting, unanticipated money from a state, federal or other governmental unit or a private source which becomes available during the fiscal year?

Adopted March 10, 1998: Shall the Town vote to accept the provisions of RSA 31:95-e providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the selectmen to accept gifts of personal property, other than money, which may be offered to the Town for any public purpose? The selectmen must hold a public hearing before accepting such gift, and the acceptance shall not bind the Town to raise, appropriate, or expend any public funds for the operation, maintenance, repair, or replacement of any such personal property.

Adopted March 10, 1998: Shall the Town vote to accept the provisions of RSA 202-A:4-d providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the library trustees to accept gifts of personal property, other than money, which may be offered to the library for any public purpose, provided, however, that no acceptance of personal property by the library trustees shall be deemed to bind the town or the library trustees to raise, appropriate or expend any public funds for the operation, maintenance, repair or replacement of such personal property?

---

Adopted March 10, 1998: Shall the Town vote to accept the provisions of RSA 33:7 providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the selectmen to borrow money in anticipation of taxes?

Adopted March 10, 1998: Shall the Town vote to accept the provisions of RSA 80:80 providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the selectmen to administer, sell or otherwise dispose of any tax lien or real estate acquired by tax title or otherwise, by public auction, by advertised sealed bids, or to otherwise dispose of as justice may require, providing that if such property is to be sold at public auction, then the same shall be advertised sixty (60) days in advance of sale and again forty-five (45) days in advance of sale with notice posted in three public places and two local newspapers of wide circulation for two consecutive weeks?

Adopted March 10, 1998: Shall the Town vote to authorize indefinitely, until specific rescission of such authority, the selectmen to accept the dedication of any street shown on a subdivision plat approved by the Planning Board, provided such street has been constructed to applicable town specifications as determined by the selectmen and their agent?

Adopted March 10, 1998: Shall the Town vote to accept the provisions of RSA 31:19 providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the selectmen to accept, on behalf of the Town, gifts, legacies, and devises made to the Town in trust for any public purpose?

Adopted March 13, 2001: Shall the Town authorize the Selectmen to accept for the Town parcels of land, which authority shall continue until rescinded, formerly the property of the Northern Railroad or state owned rights-of-way, that the New Hampshire Department of Transportation considers surplus to its needs?

Adopted March 12, 2016: Shall the town vote to adopt the provisions of RSA 36-A:4-a, I(b) to authorize the conservation commission to expend funds for contributions to "qualified organizations" for the purchase of property interests, or facilitating transactions related thereto, where the property interest is to be held by the qualified organization and the town will retain no interest in the property?

---

Adopted March 16, 2019: To see if the Town will vote to adopt the provisions of RSA 41:14-a and authorize the Board of Selectmen to acquire or sell land, buildings or both.

---

# Town of Enfield



# Financial Reports



New Hampshire  
Department of  
Revenue Administration

2020  
MS-737

Proposed Budget

Enfield

For the period beginning January 1, 2020 and ending December 31, 2020

Form Due Date: 20 Days after the Annual Meeting

This form was posted with the warrant on:

BUDGET COMMITTEE CERTIFICATION

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

Name	Position	Signature
Shirley A. Green	member	Shirley A. Green
Jean M. Patten	member	Jean Patten
Katherine Stewart	member	Katherine D. Stewart
Michael Diehn	member	Michael Diehn
Eric Russell	member	Eric Russell
Eric Crate	member	Eric Crate
Nancy L. Smith	member	Nancy L. Smith

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

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



# Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2019	Appropriations for period ending 12/31/2019	Selectmen's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Selectmen's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)
<b>General Government</b>								
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0	\$0	\$0
4130-4139	Executive	15	\$210,017	\$209,167	\$212,221	\$0	\$212,221	\$0
4140-4149	Election, Registration, and Vital Statistics	15	\$82,826	\$82,248	\$100,825	\$0	\$100,825	\$0
4150-4151	Financial Administration	15	\$259,299	\$308,840	\$292,755	\$0	\$292,755	\$0
4152	Revaluation of Property	15	\$45,186	\$40,000	\$34,000	\$0	\$34,000	\$0
4153	Legal Expense	15	\$19,001	\$21,000	\$25,000	\$0	\$25,000	\$0
4155-4159	Personnel Administration	15	\$1,028,266	\$1,159,157	\$1,186,405	\$0	\$1,186,405	\$0
4191-4193	Planning and Zoning	15	\$75,608	\$95,716	\$90,709	\$0	\$90,709	\$0
4194	General Government Buildings	15	\$160,803	\$175,100	\$174,700	\$0	\$174,700	\$0
4195	Cemeteries	15	\$3,415	\$7,100	\$8,250	\$0	\$8,250	\$0
4196	Insurance	15	\$42,819	\$46,796	\$47,933	\$0	\$47,933	\$0
4197	Advertising and Regional Association		\$0	\$0	\$0	\$0	\$0	\$0
4199	Other General Government	15	\$40,500	\$27,000	\$27,000	\$0	\$27,000	\$0
<b>General Government Subtotal</b>			<b>\$1,967,760</b>	<b>\$2,172,124</b>	<b>\$2,199,798</b>	<b>\$0</b>	<b>\$2,199,798</b>	<b>\$0</b>
<b>Public Safety</b>								
4210-4214	Police	15	\$717,556	\$732,249	\$744,423	\$0	\$744,423	\$0
4215-4219	Ambulance	15	\$140,653	\$156,450	\$157,810	\$0	\$157,810	\$0
4220-4229	Fire	15	\$111,039	\$136,462	\$142,500	\$0	\$142,500	\$0
4240-4249	Building Inspection	15	\$87,474	\$87,315	\$89,798	\$0	\$89,798	\$0
4290-4298	Emergency Management	15	\$0	\$2,500	\$2,500	\$0	\$2,500	\$0
4299	Other (Including Communications)	15	\$80,808	\$81,500	\$84,000	\$0	\$84,000	\$0
<b>Public Safety Subtotal</b>			<b>\$1,137,590</b>	<b>\$1,196,476</b>	<b>\$1,221,031</b>	<b>\$0</b>	<b>\$1,221,031</b>	<b>\$0</b>
<b>Airport/Aviation Center</b>								
4301-4309	Airport Operations		\$0	\$0	\$0	\$0	\$0	\$0
<b>Airport/Aviation Center Subtotal</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2019	Appropriations for period ending 12/31/2019	Selectmen's Appropriations for period ending 12/31/2020 (Recommended)	Selectmen's Appropriations for period ending 12/31/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Not Recommended)
<b>Highways and Streets</b>								
4311	Administration	15	\$585,217	\$629,159	\$651,005	\$0	\$651,005	\$0
4312	Highways and Streets	15	\$606,992	\$581,500	\$618,500	\$0	\$618,500	\$0
4313	Bridges		\$0	\$0	\$0	\$0	\$0	\$0
4316	Street Lighting	15	\$31,276	\$28,000	\$27,500	\$0	\$27,500	\$0
4319	Other		\$0	\$0	\$0	\$0	\$0	\$0
		<b>Highways and Streets Subtotal</b>	<b>\$1,223,485</b>	<b>\$1,238,659</b>	<b>\$1,297,005</b>	<b>\$0</b>	<b>\$1,297,005</b>	<b>\$0</b>
<b>Sanitation</b>								
4321	Administration	15	\$36,135	\$43,666	\$35,638	\$0	\$35,638	\$0
4323	Solid Waste Collection	15	\$319,463	\$334,500	\$335,500	\$0	\$335,500	\$0
4324	Solid Waste Disposal	15	\$132,634	\$143,100	\$143,100	\$0	\$143,100	\$0
4325	Solid Waste Cleanup		\$0	\$0	\$0	\$0	\$0	\$0
4326-4328	Sewage Collection and Disposal	15	\$685,605	\$638,104	\$706,183	\$0	\$706,183	\$0
4329	Other Sanitation		\$0	\$0	\$0	\$0	\$0	\$0
		<b>Sanitation Subtotal</b>	<b>\$1,173,837</b>	<b>\$1,159,370</b>	<b>\$1,220,421</b>	<b>\$0</b>	<b>\$1,220,421</b>	<b>\$0</b>
<b>Water Distribution and Treatment</b>								
4331	Administration	15	\$238,831	\$222,447	\$225,102	\$0	\$225,102	\$0
4332	Water Services		\$0	\$0	\$0	\$0	\$0	\$0
4335-4339	Water Treatment, Conservation and Other		\$0	\$0	\$0	\$0	\$0	\$0
		<b>Water Distribution and Treatment Subtotal</b>	<b>\$238,831</b>	<b>\$222,447</b>	<b>\$225,102</b>	<b>\$0</b>	<b>\$225,102</b>	<b>\$0</b>
<b>Electric</b>								
4351-4352	Administration and Generation		\$0	\$0	\$0	\$0	\$0	\$0
4353	Purchase Costs		\$0	\$0	\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance		\$0	\$0	\$0	\$0	\$0	\$0
4359	Other Electric Costs		\$0	\$0	\$0	\$0	\$0	\$0
		<b>Electric Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2019	Appropriations for period ending 12/31/2019	Selectmen's Appropriations for period ending 12/31/2020 (Recommended)	Selectmen's Appropriations for period ending 12/31/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Not Recommended)
<b>Health</b>								
4411	Administration	15	\$192	\$250	\$350	\$0	\$350	\$0
4414	Pest Control	15	\$2,000	\$2,000	\$2,000	\$0	\$2,000	\$0
4415-4419	Health Agencies, Hospitals, and Other		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Health Subtotal</b>		<b>\$2,192</b>	<b>\$2,250</b>	<b>\$2,350</b>	<b>\$0</b>	<b>\$2,350</b>	<b>\$0</b>
<b>Welfare</b>								
4441-4442	Administration and Direct Assistance	15	\$19,008	\$36,293	\$34,617	\$0	\$34,617	\$0
4444	Intergovernmental Welfare Payments	15	\$38,665	\$38,665	\$40,366	\$0	\$40,366	\$0
4445-4449	Vendor Payments and Other		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Welfare Subtotal</b>		<b>\$57,673</b>	<b>\$74,958</b>	<b>\$75,013</b>	<b>\$0</b>	<b>\$75,013</b>	<b>\$0</b>
<b>Culture and Recreation</b>								
4520-4529	Parks and Recreation	15	\$78,064	\$115,184	\$108,315	\$0	\$108,315	\$0
4550-4559	Library	15	\$162,428	\$178,876	\$184,150	\$0	\$184,150	\$0
4583	Patriotic Purposes	15	\$579	\$750	\$750	\$0	\$750	\$0
4589	Other Culture and Recreation	15	\$4,101	\$5,760	\$5,760	\$0	\$5,760	\$0
	<b>Culture and Recreation Subtotal</b>		<b>\$245,172</b>	<b>\$300,570</b>	<b>\$296,975</b>	<b>\$0</b>	<b>\$296,975</b>	<b>\$0</b>
<b>Conservation and Development</b>								
4611-4612	Administration and Purchasing of Natural Resources	15	\$4,030	\$2,695	\$2,725	\$0	\$2,725	\$0
4619	Other Conservation		\$0	\$0	\$0	\$0	\$0	\$0
4631-4632	Redevelopment and Housing		\$0	\$0	\$0	\$0	\$0	\$0
4651-4659	Economic Development	15	\$196	\$195	\$2,250	\$0	\$2,250	\$0
	<b>Conservation and Development Subtotal</b>		<b>\$4,226</b>	<b>\$2,860</b>	<b>\$4,975</b>	<b>\$0</b>	<b>\$4,975</b>	<b>\$0</b>

# Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2019	Appropriations for period ending 12/31/2019	Selectmen's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Selectmen's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)
<b>Debt Service</b>								
4711	Long Term Bonds and Notes - Principal	15	\$172,566	\$166,016	\$258,949	\$0	\$258,949	\$0
4721	Long Term Bonds and Notes - Interest	15	\$137,327	\$140,017	\$132,963	\$0	\$132,963	\$0
4723	Tax Anticipation Notes - Interest	15	\$0	\$1	\$1	\$0	\$1	\$0
4790-4799	Other Debt Service	15	\$250	\$1,668	\$1,647	\$0	\$1,647	\$0
	<b>Debt Service Subtotal</b>		<b>\$310,143</b>	<b>\$308,022</b>	<b>\$393,790</b>	<b>\$0</b>	<b>\$393,790</b>	<b>\$0</b>
<b>Capital Outlay</b>								
4901	Land		\$376	\$0	\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment		\$1,685	\$0	\$0	\$0	\$0	\$0
4903	Buildings		\$2,938	\$0	\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings		\$424,167	\$350,000	\$0	\$0	\$0	\$0
	<b>Capital Outlay Subtotal</b>		<b>\$428,166</b>	<b>\$350,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating Transfers Out</b>								
4912	To Special Revenue Fund		\$0	\$0	\$0	\$0	\$0	\$0
4913	To Capital Projects Fund		\$0	\$0	\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport		\$0	\$0	\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric		\$0	\$0	\$0	\$0	\$0	\$0
4914O	To Proprietary Fund - Other		\$0	\$0	\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer		\$0	\$0	\$0	\$0	\$0	\$0
4914W	To Proprietary Fund - Water		\$0	\$0	\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds		\$0	\$0	\$0	\$0	\$0	\$0
4919	To Fiduciary Funds		\$0	\$0	\$0	\$0	\$0	\$0
	<b>Operating Transfers Out Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>Total Operating Budget Appropriations</b>			<b>\$6,936,460</b>	<b>\$0</b>	<b>\$6,936,460</b>	<b>\$0</b>	<b>\$0</b>

# Special Warrant Articles

Account	Purpose	Article	Selectmen's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Selectmen's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)
4915	To Capital Reserve Fund		\$0	\$0	\$0	\$0
4916	To Expendable Trust Fund		\$0	\$0	\$0	\$0
4917	To Health Maintenance Trust Funds		\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings	09	\$150,000	\$0	\$150,000	\$0
		<b>Purpose: Oak Hill Road Bridge Replacement</b>				
4909	Improvements Other than Buildings	10	\$1,900,000	\$0	\$1,900,000	\$0
		<b>Purpose: Municipal Water System Improvements</b>				
4909	Improvements Other than Buildings	11	\$1,900,000	\$0	\$1,900,000	\$0
		<b>Purpose: Municipal Sewer System Improvements</b>				
4909	Improvements Other than Buildings	12	\$75,000	\$0	\$75,000	\$0
		<b>Purpose: Wastewater Planning</b>				
4909	Improvements Other than Buildings	14	\$40,000	\$0	\$40,000	\$0
		<b>Purpose: Sidewalk Improvements</b>				
4909	Improvements Other than Buildings	18	\$35,000	\$0	\$35,000	\$0
		<b>Purpose: Master Planning</b>				
4915	To Capital Reserve Fund	20	\$448,368	\$0	\$448,368	\$0
		<b>Purpose: CIP CRF</b>				
4916	To Expendable Trusts/Fiduciary Funds	19	\$30,000	\$0	\$30,000	\$0
		<b>Purpose: Employee &amp; Retiree Benefits Trust Fund</b>				
<b>Total Proposed Special Articles</b>			<b>\$4,578,368</b>	<b>\$0</b>	<b>\$4,578,368</b>	<b>\$0</b>

# Individual Warrant Articles

Account	Purpose	Article	Selectmen's Appropriations for Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Selectmen's Appropriations for Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Budget Committee's Appropriations for Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Budget Committee's Appropriations for Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)
Total Proposed Individual Articles			\$0	\$0	\$0	\$0

# Revenues

Account	Source	Article	Actual Revenues for period ending 12/31/2019	Selectman's Estimated Revenues for period ending 12/31/2020	Budget Committee's Estimated Revenues for period ending 12/31/2020
<b>Taxes</b>					
3120	Land Use Change Tax - General Fund	15	\$0	\$5,000	\$5,000
3180	Resident Tax		\$0	\$0	\$0
3185	Yield Tax	15	\$0	\$6,000	\$6,000
3186	Payment in Lieu of Taxes		\$0	\$0	\$0
3187	Excavation Tax	15	\$0	\$150	\$150
3189	Other Taxes		\$0	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	15	\$0	\$80,000	\$80,000
9991	Inventory Penalties		\$0	\$0	\$0
<b>Taxes Subtotal</b>			<b>\$0</b>	<b>\$91,150</b>	<b>\$91,150</b>
<b>Licenses, Permits, and Fees</b>					
3210	Business Licenses and Permits	15	\$0	\$100	\$100
3220	Motor Vehicle Permit Fees	15	\$0	\$1,035,000	\$1,035,000
3230	Building Permits	15	\$0	\$13,000	\$13,000
3290	Other Licenses, Permits, and Fees	15	\$0	\$66,000	\$66,000
3311-3319	From Federal Government	15	\$0	\$40,000	\$40,000
<b>Licenses, Permits, and Fees Subtotal</b>			<b>\$0</b>	<b>\$1,154,100</b>	<b>\$1,154,100</b>
<b>State Sources</b>					
3351	Municipal Aid/Shared Revenues		\$0	\$0	\$0
3352	Meals and Rooms Tax Distribution	15	\$0	\$239,000	\$239,000
3353	Highway Block Grant	15	\$0	\$148,000	\$148,000
3354	Water Pollution Grant		\$0	\$0	\$0
3355	Housing and Community Development		\$0	\$0	\$0
3356	State and Federal Forest Land Reimbursement		\$0	\$0	\$0
3357	Flood Control Reimbursement		\$0	\$0	\$0
3359	Other (Including Railroad Tax)	15	\$0	\$54,834	\$54,834
3379	From Other Governments	15	\$0	\$10,000	\$10,000
<b>State Sources Subtotal</b>			<b>\$0</b>	<b>\$451,834</b>	<b>\$451,834</b>

# Revenues

Account	Source	Article	Actual Revenues for period ending 12/31/2019	Selectmen's Estimated Revenues for period ending 12/31/2020	Budget Committee's Estimated Revenues for period ending 12/31/2020
<b>Charges for Services</b>					
3401-3406	Income from Departments	15	\$0	\$141,000	\$141,000
3409	Other Charges		\$0	\$0	\$0
			<b>\$0</b>	<b>\$141,000</b>	<b>\$141,000</b>
<b>Charges for Services Subtotal</b>					
<b>Miscellaneous Revenues</b>					
3501	Sale of Municipal Property	15	\$0	\$10,000	\$10,000
3502	Interest on Investments	15	\$0	\$6,000	\$6,000
3503-3509	Other	15	\$0	\$20,500	\$20,500
			<b>\$0</b>	<b>\$36,500</b>	<b>\$36,500</b>
<b>Miscellaneous Revenues Subtotal</b>					
<b>Interfund Operating Transfers In</b>					
3912	From Special Revenue Funds		\$0	\$0	\$0
3913	From Capital Projects Funds	15	\$0	\$139,472	\$139,472
3914A	From Enterprise Funds: Airport (Offset)		\$0	\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)		\$0	\$0	\$0
3914O	From Enterprise Funds: Other (Offset)	15	\$0	\$244,612	\$244,612
3914S	From Enterprise Funds: Sewer (Offset)	15	\$0	\$706,183	\$706,183
3914W	From Enterprise Funds: Water (Offset)	15	\$0	\$225,102	\$225,102
3915	From Capital Reserve Funds		\$0	\$0	\$0
3916	From Trust and Fiduciary Funds		\$0	\$0	\$0
3917	From Conservation Funds		\$0	\$0	\$0
			<b>\$0</b>	<b>\$1,315,369</b>	<b>\$1,315,369</b>
<b>Interfund Operating Transfers In Subtotal</b>					
<b>Other Financing Sources</b>					
3934	Proceeds from Long Term Bonds and Notes	10, 09, 11, 14, 12	\$0	\$3,965,000	\$3,965,000
9998	Amount Voted from Fund Balance	10, 18, 19	\$0	\$165,000	\$165,000
9999	Fund Balance to Reduce Taxes		\$0	\$0	\$0
			<b>\$0</b>	<b>\$4,130,000</b>	<b>\$4,130,000</b>
<b>Other Financing Sources Subtotal</b>					
			<b>\$0</b>	<b>\$4,130,000</b>	<b>\$4,130,000</b>
<b>Total Estimated Revenues and Credits</b>					
			<b>\$0</b>	<b>\$7,319,953</b>	<b>\$7,319,953</b>



## Budget Summary

Item	Selectmen's Period ending 12/31/2020 (Recommended)	Budget Committee's Period ending 12/31/2020 (Recommended)
Operating Budget Appropriations	\$6,936,460	\$6,936,460
Special Warrant Articles	\$4,578,368	\$4,578,368
Individual Warrant Articles	\$0	\$0
Total Appropriations	\$11,514,828	\$11,514,828
Less Amount of Estimated Revenues & Credits	\$7,319,953	\$7,319,953
<b>Estimated Amount of Taxes to be Raised</b>	<b>\$4,194,875</b>	<b>\$4,194,875</b>

---

### Supplemental Schedule

<b>1. Total Recommended by Budget Committee</b>	<b>\$11,514,828</b>
<b>Less Exclusions:</b>	
2. Principal: Long-Term Bonds & Notes	\$258,949
3. Interest: Long-Term Bonds & Notes	\$132,993
4. Capital outlays funded from Long-Term Bonds & Notes	\$4,065,000
5. Mandatory Assessments	\$0
6. Total Exclusions ( <i>Sum of Lines 2 through 5 above</i> )	\$4,456,942
<b>7. Amount Recommended, Less Exclusions (<i>Line 1 less Line 6</i>)</b>	<b>\$7,057,886</b>
8. 10% of Amount Recommended, Less Exclusions ( <i>Line 7 x 10%</i> )	\$705,789
<b>Collective Bargaining Cost Items:</b>	
9. Recommended Cost Items (Prior to Meeting)	\$0
10. Voted Cost Items (Voted at Meeting)	\$0
11. Amount voted over recommended amount (Difference of Lines 9 and 10)	\$0
<b>12. Bond Override (RSA 32:18-a), Amount Voted</b>	<b>\$0</b>
<b>Maximum Allowable Appropriations Voted at Meeting: (<i>Line 1 + Line 8 + Line 11 + Line 12</i>)</b>	<b>\$12,220,617</b>

---

# TOWN OF ENFIELD, NEW HAMPSHIRE

## FINANCIAL REPORT

AS OF AND FOR THE YEAR ENDED  
DECEMBER 31, 2018

---

**TOWN OF ENFIELD, NEW HAMPSHIRE  
FINANCIAL REPORT  
AS OF AND FOR THE YEAR ENDED  
DECEMBER 31, 2018**

**TABLE OF CONTENTS**

**INDEPENDENT AUDITOR'S REPORT**

Management's Discussion and Analysis

**BASIC FINANCIAL STATEMENTS**

Government-wide Financial Statements:

Statement of Net Position (Exhibit 1)

Statement of Activities (Exhibit 2)

Fund Financial Statements:

Balance Sheet – Governmental Funds (Exhibit 3)

Reconciliation of Total Fund Balances of Governmental Funds to the Statement of Net Position (Exhibit 4)

Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds (Exhibit 5)

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of  
Governmental Funds to the Statement of Activities (Exhibit 6)

General Fund - Statement of Revenues, Expenditures and Changes in Unassigned Fund Balance  
Budget and Actual (Non-GAAP Budgetary Basis) (Exhibit 7)

Sewer Fund – Statement of Revenues, Expenditures and Changes in Fund Balance  
Budget and Actual (GAAP Basis) (Exhibit 8)

Fiduciary Funds – Statement of Fiduciary Net Position (Exhibit 9)

Fiduciary Funds – Statement of Changes in Fiduciary Net Position (Exhibit 10)

**NOTES TO THE FINANCIAL STATEMENTS**

**REQUIRED SUPPLEMENTARY INFORMATION**

Schedule of the Town's Proportionate Share of the Net Pension Liability (Exhibit 11)

Schedule of the Town's Pension Contributions (Exhibit 12)

Note to the Required Supplementary Information

**COMBINING AND INDIVIDUAL FUND SCHEDULES**

Nonmajor Governmental Funds

Combining Balance Sheet (Exhibit 13)

Combining Statement of Revenues, Expenditures and Changes in Fund Balances (Exhibit 14)

General Fund

Schedule of Estimated and Actual Revenues (Non-GAAP Budgetary Basis) (Exhibit 15)

Schedule of Appropriations, Expenditures and Encumbrances (Non-GAAP Budgetary Basis) (Exhibit 16)

Schedule of Changes in Unassigned Fund Balance (Non-GAAP Budgetary Basis) (Exhibit 17)

**SINGLE AUDIT INFORMATION**

Schedule of Expenditures of Federal Awards (Exhibit 18)

Notes to the Schedule of Expenditures of Federal Awards

Summary Schedule of Prior Audit Findings (Exhibit 19)

Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters

Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

Independent Auditor's Report on Compliance for the Major Program and on Internal Control over Compliance

Required by the Uniform Guidance

Schedule of Findings and Questioned Costs (Exhibit 20)



## Roberts & Greene, PLLC

### INDEPENDENT AUDITOR'S REPORT

To the Town Manager and Members of the Board of Selectmen  
Town of Enfield  
Enfield, New Hampshire

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Enfield, as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

#### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Basis for Adverse Opinion on Governmental Activities***

As discussed in Note I.B.3. to the financial statements, management has not determined its liability or annual cost for postemployment benefits other than pensions (OPEB) in governmental activities. Accounting principles generally accepted in the United States of America require that management recognize OPEB expense for the required contributions and a liability for unpaid required contributions, which would increase the liabilities, decrease net position, and increase expenses of the governmental activities. The amount by which this departure would affect the liabilities, net position, and expenses of the governmental activities is not reasonably determinable.

47 Hall Street • Concord, NH 03301  
603-856-8005 • 603-856-8431 (fax)  
[info@roberts-greene.com](mailto:info@roberts-greene.com)

### **Adverse Opinion**

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on Governmental Activities" paragraph, the financial statements referred to above do not present fairly the financial position of the governmental activities of the Town of Enfield, as of December 31, 2018, or the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Other Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund, and the aggregate remaining fund information of the Town of Enfield, as of December 31, 2018, and the respective changes in financial position thereof and budgetary comparisons of the major funds, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Other Matters**

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and pension information on pages 4 through 9 and 39 through 41 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Enfield's basic financial statements. The combining nonmajor and individual general fund schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements of Federal Awards*, and is also not a required part of the basic financial statements.

The combining nonmajor governmental and individual general fund schedules and the schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining nonmajor and individual general fund schedules and the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated September 27, 2019, on our consideration of the Town of Enfield's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. Accordingly, we express no such opinion. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.

*Roberts & Heine, PLLC*

Concord, New Hampshire  
September 27, 2019



---

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

As management of the Town of Enfield, we offer readers this narrative overview and analysis of the financial activities of the Town of Enfield, New Hampshire for the year ended December 31, 2018.

### **A. OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to the basic financial statements. The basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-wide financial statements.** The government-wide financial statements are designed to provide readers with a broad overview of our finances in a manner similar to a private-sector business.

The statement of net position presents information on all assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities include general government, public safety, highways and streets, water distribution and treatment, sanitation, welfare, culture and recreation, and economic development.

**Fund financial statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into two categories: governmental funds and fiduciary funds.

**Governmental Funds.** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.



---

An annual appropriated budget is adopted for the general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

**Fiduciary Funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

**Notes to financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

**Other information.** In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information which is required to be disclosed by the *Governmental Accounting Standards Board*.

## **B. FINANCIAL HIGHLIGHTS**

- As of the close of the current fiscal year, the total assets exceeded liabilities by \$9,808,952 (i.e., net position), an increase of \$2,378,260 in comparison to the prior year restated balance (see Note III.D. of the financial statements).
- As of the close of the current fiscal year, governmental funds reported combined ending fund balances of \$3,883,764, an increase of \$1,261,556 in comparison with the prior year restated balance (see Note III.D. of the financial statements).
- At the end of the current fiscal year, fund balance for the general fund was \$24,517, a change of \$352,379 in comparison with the prior year.
- Total long-term debt (i.e., bonds payable and capital leases) at the close of the current fiscal year was \$6,784,535, a change of \$65,9192 in comparison to the prior year.

---

**C. GOVERNMENT-WIDE FINANCIAL ANALYSIS**

The following is a summary of condensed government-wide financial data comparing current and prior fiscal year:

**STATEMENT OF NET POSITION**

	<b>Governmental Activities 2018</b>	<b>Governmental Activities 2017</b>
Current and Other Assets	\$ 9,655,428	\$ 8,985,871
Capital Assets, net of Depreciation	15,188,322	14,174,710
Deferred Outflows	<u>595,198</u>	<u>803,684</u>
Total Assets	<u>25,438,948</u>	<u>23,964,265</u>
Current Liabilities	5,176,616	5,449,285
Non-Current Liabilities	9,993,727	10,514,399
Deferred Inflows	<u>459,653</u>	<u>569,889</u>
Total Liabilities	<u>15,629,996</u>	<u>16,533,573</u>
Net Position:		
Investments in Capital Assets, Net of Related Debt	8,403,787	7,271,206
Restricted	899,196	614,144
Unrestricted	<u>505,969</u>	<u>(454,658)</u>
Total Net Position	<u>\$ 9,808,952</u>	<u>\$ 7,430,692</u>

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. At the close of the most recent fiscal year, total net position was \$9,808,952, a change of \$2,378,260 from the prior year.

The largest portion of net position \$8,403,787 reflects our investment in capital assets (i.e., land, buildings, machinery, equipment, and infrastructure), less any related debt used to acquire those assets that is still outstanding. These capital assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of net position \$899,196 represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position \$505,969 may be used to meet the government's ongoing obligations to citizens and creditors.

---

### CHANGES IN NET POSITION

	Governmental Activities 2018	Governmental Activities 2017
Revenues:		
Program Revenues:		
Charges for Services	\$ 1,185,816	753,378
Operating Grants and Contributions	27,005	62,173
Capital Grants and Contributions	1,020,295	488,480
General Revenues:		
Property Taxes – General Purpose	4,294,968	4,175,882
Other Taxes	133,245	164,934
Licenses and Permits	1,133,353	1,087,432
Unrestricted Grants and Contributions	384,379	238,612
Miscellaneous	<u>258,067</u>	<u>95,339</u>
<b>Total Revenues</b>	<u>8,437,128</u>	<u>7,066,230</u>
Expenses:		
General Government and Administration	1,943,223	2,183,333
Public Safety—Police, Fire, Emerg. Mgmt	1,131,312	1,158,521
Highway Department	1,267,614	1,240,695
Sanitation	1,078,535	1,027,296
Water Distribution and Treatment	157,390	152,037
Health	2,203	2,200
Welfare	26,840	27,206
Culture and Recreation	260,977	267,259
Conservation	408	436
Economic Development	195	5,001
Interest and fees on Long-Term Debt	167,571	222,858
Capital Outlay	<u>22,600</u>	<u>55,425</u>
<b>Total Expenses</b>	<u>6,058,868</u>	<u>6,342,267</u>
Change in Net Position	2,378,260	723,963
Net Position – Beginning of Year	<u>7,430,692</u>	<u>6,706,729</u>
<b>Net Position – End of Year</b>	<u>\$ 9,808,952</u>	<u>\$ 7,430,692</u>

#### **D. FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS**

As noted earlier, fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

---

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of \$3,883,764, a change of \$1,126,556 in comparison with the prior year. Key elements of this change are as follows:

General fund operations, discussed further in section E	\$352,379
Sewer fund revenues over expenditures	150,713
Tax proceeds in the TIF District over expenditures	158,123
Grants and Betterment Assessment revenues over expenditures	302,385

The general fund is the chief operating fund. At the end of the current fiscal year, unassigned fund balance of the general fund was \$(117,098), while total fund balance was \$24,517. The deficit is the result of the application of the “60-day rule” for receivables in accordance with GAAP.

The fund balance of the general fund changed by \$352,379 during the current fiscal year. Key factors in this change are as follows:

Unexpended balance of appropriation	\$553,290
Revenue shortfall	(49,641)
Increase in deferred tax revenue	(72,946)
Increase in nonspendable fund balance	(15,811)

**E. GENERAL FUND BUDGETARY HIGHLIGHTS**

Actual revenues of \$5,860,008 for the general fund for the current fiscal year were under the budgeted revenues of \$5,909,649 in the amount of \$(49,641).

Actual revenues in 2018 were within 1% of budgeted revenues, which represents a very minor deviation. Areas where the Town’s actual revenues fell short of budgeted revenues include income from departments (\$8,000), cable franchise fees (\$8,000) and miscellaneous revenue (\$11,000). However, these relatively minor shortfalls were overcome by actual revenues being in excess of budgeted revenues in several other instances (i.e., actual FEMA storm damage reimbursement payments were more than \$50,000 in excess of what had been anticipated/budgeted). Furthermore, the fact that \$97,500 in authorized borrowing under Warrant Article 6 (2018 Town Meeting) as bonds and notes was not issued in 2018 put the revenues into a shortfall.

Actual expenditures and encumbrances of \$5,358,759 for the general fund for the current fiscal year were in less than budgeted expenditures \$5,912,049 in the amount of \$553,290.

A significant portion of the difference between budgeted expenditures and actual expenditures in 2018 can be attributed to unspent budget in the area of Personnel Administration. More specifically, actual expenditures (\$985,522) in the Personnel Administration is approximately \$140,000 less than was budgeted (\$1,122,908), and this is largely a result of health insurance expenditures being less than was budgeted on account of staffing changes throughout the year. Other noteworthy areas where actual expenditures came in at an amount appreciably under budgeted levels were in Police (\$47,000), Fire (\$18,000), Ambulance (\$30,000), Highway (\$34,000), Solid Waste (\$44,000), Executive (\$37,000), Finance (\$20,000), and General Government Buildings (\$30,000). In many cases, actual expenditures came in well under budgeted expenditures due to the Town experiencing extended periods of time when positions were vacant or employees were otherwise not collecting their normal rates of pay (i.e., retirements, injury, etc.).

The result is a budget surplus of \$503,649.

---

**F. CAPITAL ASSET AND DEBT ADMINISTRATION**

**Capital Assets.** Total investment in capital assets for governmental activities at year end amounted to \$15,188,322 (net of accumulated depreciation), a change of \$1,013,612 from the prior year. This investment in capital assets includes land, buildings and systems, improvements, machinery, and equipment.

The following major capital assets were purchased during the current fiscal year:

NH Route 4A Sewer Line Extension	\$457,246
Lakeview Pump Station	385,000
2018 F 350 Pickup & Outfitting (shared Water & Sewer)	37,811
2018 Ford Explorer Cruiser (outfitted)	31,375
Marsh Well Pump	11,970
Lakeview Pump Station Generator	26,000
LSV Pump Station 36 KW Generator	19,600
Lake Street Paving	11,259
Stevens Street Paving	12,883
King James Road Paving	90,584
Crystal Lake Road Paving	110,618
Strategic Governance	28,750
Avitar Assessing Software & Other Modules	17,528
Accufund Financial Software	34,028
	<hr/>
	\$1,274,652

The remaining change resulted from depreciation expense.

Additional information on capital assets can be found in the footnotes to the financial statements.

**Long-term debt.** At the end of the current fiscal year, total bonded debt outstanding was \$6,784,535, all of which was backed by the full faith and credit of the government.

Additional information on long-term debt can be found in the footnotes to the financial statements.

**REQUESTS FOR INFORMATION**

This financial report is designed to provide a general overview of the Town of Enfield's finances for all of those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Office of the Town Manager  
23 Main Street, PO Box 373  
Enfield, New Hampshire 03748

**EXHIBIT 1**  
**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**Statement of Net Position**  
**December 31, 2018**

	Governmental Activities
<b>ASSETS</b>	
Cash and cash equivalents	\$ 6,288,093
Investments	2,138,252
Intergovernmental receivable	36,625
Other receivables, net of allowance for uncollectibles	1,153,226
Prepaid items	21,025
Tax deeded property held for resale	18,207
Capital assets, not being depreciated:	
Land	1,774,832
Construction in progress	153,990
Capital assets, net of accumulated depreciation:	
Buildings and building improvements	2,076,539
Machinery, vehicles and equipment	1,761,284
Infrastructure	9,421,677
Total assets	<u>24,843,750</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Deferred amounts related to pensions	<u>595,198</u>
<b>LIABILITIES</b>	
Accounts payable	240,359
Accrued payroll and benefits	63,440
Accrued interest payable	106,639
Intergovernmental payable	4,710,805
Retainage payable	55,373
Noncurrent obligations:	
Due within one year:	
Bonds and notes payable	423,197
Capital leases payable	130,967
Due in more than one year:	
Bonds and notes payable	5,628,956
Capital leases payable	601,415
Compensated absences payable	102,819
Net pension liability	3,106,373
Total liabilities	<u>15,170,343</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Unearned revenue	18,596
Deferred amounts related to pensions	441,057
Total deferred inflows of resources	<u>459,653</u>
<b>NET POSITION</b>	
Net investment in capital assets	8,403,787
Restricted for:	
Endowments:	
Nonexpendable	204,101
Expendable	9,744
Other purposes	685,351
Unrestricted	505,969
Total net position	<u>\$ 9,808,952</u>

The notes to the financial statements are an integral part of this statement.



**EXHIBIT 2**  
**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**Statement of Activities**  
**For the Year Ended December 31, 2018**

	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental activities:					
General government	\$ 1,943,223	\$ 191,707	\$ 8,164	\$ -	\$ (1,743,352)
Public safety	1,131,312	29,837	18,841	-	(1,082,634)
Highways and streets	1,267,614	1,516	-	79,740	(1,186,358)
Sanitation	1,078,535	708,520	-	-	(370,015)
Water distribution and treatment	157,390	202,212	-	-	44,822
Health	2,203	-	-	-	(2,203)
Welfare	26,840	-	-	-	(26,840)
Culture and recreation	260,977	52,024	-	-	(208,953)
Conservation	408	-	-	-	(408)
Economic development	195	-	-	-	(195)
Interest and fees on long-term debt	167,571	-	-	-	(167,571)
Capital outlay	22,600	-	-	940,555	917,955
Total primary government	<u>\$ 6,058,868</u>	<u>\$ 1,185,816</u>	<u>\$ 27,005</u>	<u>\$ 1,020,295</u>	<u>(3,825,752)</u>
General revenues:					
Property taxes					4,294,968
Other taxes					133,245
Licenses and permits					1,133,353
Grants and contributions not restricted to specific programs					384,379
Miscellaneous					258,067
Total general revenues					<u>6,204,012</u>
Change in net position					2,378,260
Net position, beginning, as restated, see Note III.D.					<u>7,430,692</u>
Net position, ending					<u>\$ 9,808,952</u>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 3**  
**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**Balance Sheet**  
**Governmental Funds**  
**December 31, 2018**

	General	Sewer	TIF District	Expendable Trust	Capital Project	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>							
Cash and cash equivalents	\$ 3,852,406	\$ -	\$ 1,057,642	\$ 584,658	\$ 228,602	\$ 564,785	\$ 6,288,093
Investments	259,223	-	-	1,400,613	-	478,416	2,138,252
Receivables, net of allowance for uncollectibles:							
Taxes	833,505	-	-	-	-	-	833,505
Accounts	51,524	193,776	-	-	16,143	58,278	319,721
Intergovernmental	-	-	-	-	27,788	3,817	31,605
Interfund receivable	607,839	22,856	-	-	-	5,415	636,110
Prepaid items	15,811	2,960	-	-	82,816	2,254	103,841
Tax deemed property held for resale	18,207	-	-	-	-	-	18,207
Total assets	<u>\$ 5,638,515</u>	<u>\$ 219,592</u>	<u>\$ 1,057,642</u>	<u>\$ 1,985,271</u>	<u>\$ 355,349</u>	<u>\$ 1,112,965</u>	<u>\$ 10,369,334</u>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES</b>							
<b>Liabilities:</b>							
Accounts payable	\$ 110,437	\$ 104,487	\$ -	\$ 2	\$ 23,746	\$ 1,687	\$ 240,359
Accrued salaries and benefits	59,626	1,482	-	-	-	2,332	63,440
Intergovernmental payable	4,710,805	-	-	-	-	-	4,710,805
Retainage payable	-	-	-	-	55,373	-	55,373
Interfund payable	4,388	595,407	-	12,170	22,856	1,289	636,110
Total liabilities	<u>4,885,256</u>	<u>701,376</u>	<u>-</u>	<u>12,172</u>	<u>101,975</u>	<u>5,308</u>	<u>5,706,087</u>
Deferred inflows of resources:							
Deferred revenue	728,742	36,108	-	-	-	14,633	779,483
Fund balances:							
Nonspendable	34,018	2,960	-	-	82,816	206,355	326,149
Restricted	-	-	-	-	170,558	456,919	627,477
Committed	83,571	-	1,057,642	1,973,099	-	429,750	3,544,062
Assigned	24,026	-	-	-	-	-	24,026
Unassigned	(117,098)	(520,852)	-	-	-	-	(637,950)
Total fund balances	<u>24,517</u>	<u>(517,892)</u>	<u>1,057,642</u>	<u>1,973,099</u>	<u>253,374</u>	<u>1,093,024</u>	<u>3,883,764</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 5,638,515</u>	<u>\$ 219,592</u>	<u>\$ 1,057,642</u>	<u>\$ 1,985,271</u>	<u>\$ 355,349</u>	<u>\$ 1,112,965</u>	<u>\$ 10,369,334</u>

The notes to the financial statements are an integral part of this statement.



**EXHIBIT 4**  
**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**Reconciliation of Total Fund Balances of Governmental Funds to the Statement of Net Position**  
**December 31, 2018**

Total fund balances of governmental funds (Exhibit 3)		\$ 3,883,764
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.		
Cost	\$ 20,582,925	
Less accumulated depreciation	<u>(5,394,603)</u>	
		15,188,322
Long-term assets are not available to pay for current period expenditures and, therefore, are not reported in the funds.		
Long-term intergovernmental receivable		5,020
Payments not due until the subsequent period are recorded as prepaid in the governmental funds.		
Prepaid principal and interest on debt		(82,816)
Interfund receivables and payables between governmental funds are eliminated on the statement of net position.		
Receivables	\$ (636,110)	
Payables	<u>636,110</u>	
		-
Revenues that are not available to pay for current period expenditures are deferred in the funds.		
Unavailable tax revenue	\$ 686,192	
Unavailable ambulance revenue	23,954	
Unavailable water charges	14,633	
Unavailable sewer charges	<u>36,108</u>	
		760,887
Interest on long-term debt is not accrued in governmental funds.		
Accrued interest payable		(106,639)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds.		
Bonds and notes outstanding	\$ 6,052,153	
Capital leases outstanding	732,382	
Compensated absences payable	102,819	
Net pension liability	<u>3,106,373</u>	
		(9,993,727)
Deferred outflows and inflows of resources related to pensions are applicable to future periods and, therefore, are not reported in the funds.		
Deferred outflows of resources related to pensions	\$ 595,198	
Deferred inflows of resources related to pensions	<u>(441,057)</u>	
		154,141
Total net position of governmental activities (Exhibit 1)		<u>\$ 9,808,952</u>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 5**

**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Governmental Funds**  
**For the Year Ended December 31, 2018**

	General	Sewer	TIF District	Expendable Trust	Capital Project	Other Governmental Funds	Total Governmental Funds
<b>Revenues:</b>							
Taxes	\$ 4,030,023	\$ -	\$ 325,244	\$ -	\$ -	\$ -	\$ 4,355,267
Licenses, permits and fees	1,133,353	-	-	-	-	-	1,133,353
Inter-governmental	464,119	-	-	-	940,555	23,841	1,428,515
Charges for services	111,040	686,251	-	-	178,375	202,332	1,177,998
Miscellaneous	48,265	-	-	186,187	11,339	62,993	308,784
Total revenues	5,786,800	686,251	325,244	186,187	1,130,269	289,166	8,403,917
<b>Expenditures:</b>							
Current:							
General government	1,923,293	-	-	6,850	21,604	2,920	1,954,667
Public safety	1,049,333	-	-	17,750	-	17,368	1,084,451
Highways and streets	1,164,338	-	-	-	-	-	1,164,338
Sanitation	480,253	525,634	-	-	-	-	1,005,887
Water distribution and treatment	-	-	-	-	-	137,714	137,714
Health	2,203	-	-	-	-	-	2,203
Welfare	28,105	-	-	343	-	-	28,448
Culture and recreation	237,293	-	-	916	-	19,405	257,614
Conservation	408	-	-	-	-	-	408
Economic development	195	-	-	-	-	-	195
Debt service:							
Principal	6,861	6,861	75,237	40,600	895,143	11,594	1,036,296
Interest	918	3,043	87,009	32,284	33,185	1,844	158,283
Other	2,125	-	-	106,194	-	-	108,319
Capital outlay	360,740	-	4,875	129,407	835,152	524	1,330,738
Total expenditures	5,256,065	535,536	167,121	334,384	1,785,084	191,366	8,269,561
Excess (deficiency) of revenues over (under) expenditures	530,735	150,713	158,123	(148,197)	(654,815)	97,797	134,356
Other financing sources (uses):							
Transfers in	262	-	-	372,368	-	2,277	374,907
Transfers out	(348,618)	-	-	-	-	(26,289)	(374,907)
Long-term debt issued	-	-	-	-	957,200	-	957,200
Inception of capital leases	170,000	-	-	-	-	-	170,000
Total other financing sources and uses	(178,356)	-	-	372,368	957,200	(24,012)	1,127,200
Net change in fund balances	352,379	150,713	158,123	224,171	302,385	73,785	1,261,556
Fund balances, beginning, as restated, see Note III D.	(327,862)	(668,605)	899,519	1,748,928	(49,011)	1,019,239	2,622,208
Fund balances, ending	\$ 24,517	\$ (517,892)	\$ 1,057,642	\$ 1,973,099	\$ 253,374	\$ 1,093,024	\$ 3,883,764

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 6**  
**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund**  
**Balances of Governmental Funds to the Statement of Activities**  
**For the Year Ended December 31, 2018**

Net change in fund balances of governmental funds (Exhibit 5)		\$ 1,261,556
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlays as expenditures. In the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capitalized capital outlay exceeded depreciation expense in the current period.		
Capitalized capital outlay	\$ 1,444,652	
Depreciation expense	<u>(377,752)</u>	1,066,900
The net effect of other transactions involving capital assets is to decrease net position.		(53,288)
Debt payments not due until the subsequent period are recorded as prepaid in the governmental funds.		
Prepaid principal and interest on debt		(82,816)
Transfers in and out between governmental funds are eliminated on the operating statement.		
Transfers in	\$ (374,907)	
Transfers out	<u>374,907</u>	-
Revenue in the statement of activities that does not provide current financial resources is not reported as revenue in governmental funds.		
Change in unavailable tax revenue	\$ 72,946	
Change in unavailable ambulance revenue	1,014	
Change in unavailable water charges	(120)	
Change in unavailable sewer charges	<u>6,924</u>	80,764
The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position.		
Issuance of bonds	\$ (957,200)	
Amortization of loan forgiveness	(2,510)	
Inception of capital lease	(170,000)	
Repayment of bond and note principal	1,086,918	
Repayment of capital lease principal	<u>106,194</u>	63,402
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.		
Decrease in accrued interest expense	\$ 27,541	
Decrease in compensated absences payable	<u>16,436</u>	43,977
Governmental funds report pension contributions as expenditures. However, in the statement of activities, the cost of pension benefits earned, net of employee contributions, is reported as pension expense.		
Town pension contributions	\$ 285,642	
Cost of benefits earned, net of employee contributions	<u>(287,877)</u>	(2,235)
Change in net position of governmental activities (Exhibit 2)		<u><u>\$ 2,378,260</u></u>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 7**  
**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Unassigned Fund Balance**  
**Budget and Actual (Non-GAAP Budgetary Basis)**  
**For the Year Ended December 31, 2018**

	Original and Final Budget	Actual	Variance Positive (Negative)
<b>REVENUES</b>			
Taxes	\$ 4,099,236	\$ 4,102,969	\$ 3,733
Licenses, permits and fees	1,077,086	1,133,353	56,267
Intergovernmental	457,844	464,119	6,275
Charges for services	131,131	111,040	(20,091)
Miscellaneous	46,852	48,265	1,413
Total revenues	<u>5,812,149</u>	<u>5,859,746</u>	<u>47,597</u>
<b>EXPENDITURES</b>			
Current:			
General government	2,168,733	1,938,038	230,695
Public safety	1,146,372	1,041,683	104,689
Highways and streets	1,200,215	1,164,338	35,877
Sanitation	525,206	480,253	44,953
Health	2,350	2,203	147
Welfare	35,027	28,105	6,922
Culture and recreation	293,809	237,533	56,276
Conservation	1,165	408	757
Economic development	150	195	(45)
Debt service:			
Principal	6,861	6,861	-
Interest on long-term debt	918	918	-
Interest on tax anticipation note	7,000	-	7,000
Debt service fees	2,125	2,125	-
Capital outlay	173,500	107,481	66,019
Total expenditures	<u>5,563,431</u>	<u>5,010,141</u>	<u>553,290</u>
Excess of revenues over expenditures	<u>248,718</u>	<u>849,605</u>	<u>600,887</u>
Other financing sources (uses):			
Transfers in	-	262	262
Transfers out	(348,618)	(348,618)	-
Long-term debt issued	97,500	-	(97,500)
Total other financing sources and uses	<u>(251,118)</u>	<u>(348,356)</u>	<u>(97,238)</u>
Net change in fund balance	<u>\$ (2,400)</u>	501,249	<u>\$ 503,649</u>
Increase in nonspendable fund balance		(15,811)	
Decrease in restricted fund balance		401	
Unassigned fund balance, beginning		83,255	
Unassigned fund balance, ending		<u>\$ 569,094</u>	

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 8**  
**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**Sewer Fund**  
*Schedule of Revenues, Expenditures and Changes in Fund Balance*  
*Budget and Actual (GAAP Basis)*  
*For the Year Ended December 31, 2018*

	Original and Final Budget	Actual	Variance Positive (Negative)
<b>REVENUES</b>			
Charges for services	\$ 649,586	\$ 686,251	\$ 36,665
<b>EXPENDITURES</b>			
Current:			
Sanitation	637,842	525,634	112,208
Debt service:			
Principal	8,317	6,861	1,456
Interest	3,427	3,043	384
Capital outlay	30,000	-	30,000
Total expenditures	<u>679,586</u>	<u>535,538</u>	<u>144,048</u>
Excess (deficiency) of revenues over (under) expenditures	(30,000)	150,713	180,713
Other financing sources:			
Long-term debt issued	<u>30,000</u>	<u>-</u>	<u>(30,000)</u>
Net change in fund balance	<u>\$ -</u>	150,713	<u>\$ 150,713</u>
Increase in nonspendable fund balances		(2,960)	
Unassigned fund balance, beginning		(668,605)	
Unassigned fund balance, ending		<u>\$ (520,852)</u>	

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 9**  
**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**Statement of Fiduciary Net Position**  
**Fiduciary Funds**  
**December 31, 2018**

	Private Purpose Trust	Agency
Assets:		
Cash and cash equivalents	\$ 5,388	\$ 9,919
Investments	46,111	-
Total assets	<u>51,499</u>	<u>9,919</u>
Liabilities:		
Accounts payable	106	-
Due to other governmental units	586	-
Due to developers	-	9,919
Total liabilities	<u>692</u>	<u>9,919</u>
Net position:		
Held in trust for specific purposes	<u>\$ 50,807</u>	<u>\$ -</u>

The notes to the financial statements are an integral part of this statement.

---

**EXHIBIT 10**  
**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**Statement of Changes in Fiduciary Net Position**  
**Fiduciary Funds**  
**For the Year Ended December 31, 2018**

---

	Private Purpose Trust
Additions:	
New funds	\$ 94
Investment earnings:	
Interest and dividends	786
Total additions	<u>880</u>
Deductions:	
Trust distributions	<u>786</u>
Change in net position	94
Net position, beginning	50,713
Net position, ending	<u><u>\$ 50,807</u></u>

The notes to the financial statements are an integral part of this statement.

---

**TOWN OF ENFIELD, NEW HAMPSHIRE  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED  
DECEMBER 31, 2018**

**I. Summary of Significant Accounting Principles**

**I.A. Introduction**

The accounting and reporting framework and the more significant accounting principles and practices of the Town of Enfield (the Town) are discussed in subsequent sections of this note. The remainder of the notes is organized to provide explanations, including required disclosures, of the Town's financial activities for the fiscal year ended December 31, 2018.

**I.B. Financial Reporting Entity – Basis of Presentation**

**I.B.1. Entity Defined**

The Town of Enfield is a municipal corporation governed by a board of selectmen consisting of three members elected by the voters. These financial statements present the financial position and activity of the primary government. Component units are organizations for which the primary government is financially accountable, or other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the financial reporting entity's financial statements to be misleading or incomplete. Based on the stated criteria, the Town's financial statements do not include any component units.

**I.B.2. Government-Wide and Fund Financial Statements**

*Government-Wide Financial Statements*

The government-wide financial statements include the statement of net position and the statement of activities. These statements report financial information for the Town as a whole, excluding fiduciary activities. Individual funds are not displayed.

The statement of activities reports the direct expenses of a given function offset by program revenues directly connected with the functional program. Direct expenses are those that are clearly identifiable with a specific function. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. Program revenues include: (1) charges for services which report fees, fines and forfeitures, and other charges for the Town's services; (2) operating grants and contributions, which finance annual operating activities including restricted investment income; and (3) capital grants and contributions which finance the acquisition, construction, or rehabilitation of capital assets. These revenues are subject to externally imposed restrictions to these program uses. Taxes and revenue from other sources not properly included with program revenues are reported as general revenues.



---

**TOWN OF ENFIELD, NEW HAMPSHIRE  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED  
DECEMBER 31, 2018**

*Fund Financial Statements*

Fund financial statements are provided for governmental and fiduciary funds, even though the latter are excluded from the government-wide financial statements. The major individual, governmental funds are reported in separate columns in the basic fund financial statements with composite columns for nonmajor funds.

**I.B.3. *Measurement Focus, Basis of Accounting and Financial Statement Presentation***

The financial statements of the Town are prepared in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP). The Town's reporting entity applies all relevant Governmental Accounting Standards Board (GASB) pronouncements, except that the Town has not reported its annual cost for postemployment benefits other than pensions (OPEB) or its net OPEB obligation liability, if any, in the government-wide financial statements as required by GASB Statement No. 75.

The government-wide statements report using the economic resources measurement focus and the accrual basis of accounting generally including the reclassification or elimination of internal activity (between or within funds). Reimbursements are reported as reductions to expenses. Fiduciary fund financial statements also report using this same basis of accounting, although internal activity is not eliminated in these statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Property tax revenues are recognized in the year for which they are levied, while grants are recognized when grantor eligibility requirements are met.

The agency funds are custodial in nature and do not measure results of operations.

Governmental fund financial statements report using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The Town considers revenues to be available if they are collected within sixty days of the end of the fiscal year. However, on the budgetary basis, tax revenue is not so deferred in accordance with the instructions of the State of New Hampshire Department of Revenue Administration. Expenditures are recorded when the related fund liability is incurred, except for general obligation bond and note principal and interest, which are reported as expenditures in the year due.

Major revenues susceptible to accrual are property taxes, intergovernmental amounts and investment income. In general, other revenues are recognized when cash is received.

When both restricted and unrestricted resources are available for use, it is the Town's policy to use restricted resources first, then unrestricted resources as needed. Restricted assets and liabilities

---

**TOWN OF ENFIELD, NEW HAMPSHIRE  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED  
DECEMBER 31, 2018**

payable from restricted assets current in nature are reported with current assets and current liabilities in the financial statements.

**I.B.4. Fund Types and Major Funds**

*Governmental Funds*

The Town reports the following major governmental funds:

*General Fund* – Reports as the primary fund of the Town. This fund is used to account for all financial resources not reported in other funds

*Sewer Fund* – Accounts for all revenues and expenditures related to the Town’s sewage disposal operations.

*TIF District Fund* – Accounts for incremental revenues generated within the Town’s tax increment financing district and expenditures related to debt service for capital improvements within the district.

*Expendable Trust Fund* – This fund is operated as a capital project fund and used to account for funds established by Town Meeting as capital reserve or other expendable trust funds for the purpose of future capital outlays.

*Capital Project Fund* – This fund is used to report the financial activity associated with planning, design, rehabilitation and construction of wastewater infrastructure.

The Town also reports five nonmajor governmental funds.

*Fiduciary Funds*

The Town reports the following fiduciary funds:

*Private Purpose Trust Funds* – Account for financial resources of the Town used only for the benefit of other entities or individuals.

*Agency Funds* – Account for fiduciary assets held by the Town in a custodial capacity as an agent on behalf of others. The Town’s agency funds are used to account for performance bonds held in escrow.

**I.C. Assets, Liabilities, and Net Position or Fund Equity**

**I.C.1. Cash and Investments**

The laws of the State of New Hampshire require that the Town’s treasurer have custody of all monies

---

**TOWN OF ENFIELD, NEW HAMPSHIRE  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED  
DECEMBER 31, 2018**

**I.C.4. *Compensated Absences***

Eligible employees earn vacation benefits in varying amounts depending on the number of years of employment, and can carry no more than the number of hours earned in the prior year. Employees are entitled to their vacation leave upon termination.

Eligible employees are granted sick leave benefits at the rate of eight (8) hours, (proportioned for less than full-time employees), for each calendar month of continuous employment, to a maximum accrual of 480 hours. Employees are entitled to 50% of their unused sick leave upon termination of employment if the employee is at least 55 years old or has had at least 20 years of Town employment.

**I.C.5. *Equity***

The government-wide statement of net position reports net position in the following components:

- Net investment in capital assets, which is computed as the total capital assets less accumulated depreciation, net of outstanding debt used to acquire those assets.
- Restricted for endowments, which consists of the balance of the permanent fund where the principal must be permanently invested, and the income is allowed to be used only for the purpose of the fund.
- Restricted for other purposes, which consists of the balance of the library fund and grants fund whose purpose is restricted by state law or outside grantors and donors, and the restricted lease escrow account.
- Unrestricted, which consists of the remaining balance of net position.

The governmental funds report the following components of fund balance:

- Nonspendable, which consists of endowments in the permanent fund, prepaid items, and tax deeded property held by the Town for resale.
- Restricted, representing the balance of the expendable income portion of the permanent fund, the library fund, and grants and donations received, but not yet spent.
- Committed, representing the balances for which the intended use has been established by Town Meeting vote, and would normally require an equally formal action to remove those commitments.
- Assigned, which consists of balances for which the intended use is established by the Board of Selectmen in the form of an encumbrance.

---

**TOWN OF ENFIELD, NEW HAMPSHIRE  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED  
DECEMBER 31, 2018**

- Unassigned, which consists of the deficit balances of the General Fund and Sewer Fund.

**I.C.6. *Use of Estimates***

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**II. Stewardship, Compliance and Accountability**

**II.A. Budgetary Information**

An annual budget was adopted on a basis consistent with generally accepted accounting principles for the General and Sewer Funds, as well as some of the nonmajor funds. Unless encumbered, all governmental fund appropriations lapse at year-end. The Town is allowed to use beginning fund balance to balance the budget. In 2018, \$2,400 of the fund balance from 2017 was so used.

Encumbrance accounting is employed by the governmental funds. Encumbrances (e.g., purchase orders and contracts) outstanding at year-end are reported as commitments or assignments of fund balances and do not constitute expenditures or liabilities because they will be added to the appropriations voted in the subsequent year.

Revenues are budgeted by source. Expenditures in the General Fund are budgeted by functions as follow: general government, public safety, highways and streets, sanitation, health, welfare, culture and recreation, conservation, economic development, debt service and capital outlay. Management can transfer appropriations among budget line items as necessary, but the total expenditures cannot legally exceed the total appropriations unless permission is received from the Commissioner of Revenue Administration.

---

**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AS OF AND FOR THE YEAR ENDED**  
**DECEMBER 31, 2018**

**II.B. Reconciliation of General Fund Budgetary Basis to GAAP**

The following reconciles the budgetary basis to the GAAP basis for the General Fund. There is no difference between budgetary basis and GAAP in the Sewer Fund, TIF District Fund, and Expendable Trust Fund. Project length budgets are established for the Capital Project Fund.

Revenues and other financing sources:	
Per Exhibit 7 (budgetary basis)	\$ 5,860,008
Adjustments:	
Basis difference:	
Capital lease inception	170,000
Tax revenue deferred in the prior year	613,246
Tax revenue deferred in the current year	(686,192)
Per Exhibit 5 (GAAP basis)	<u>\$ 5,957,062</u>
Expenditures and other financing uses:	
Per Exhibit 7 (budgetary basis)	\$ 5,358,759
Adjustments:	
Basis difference:	
Capital lease inception	170,000
Encumbrances, beginning	183,521
Encumbrances, ending	(107,597)
Per Exhibit 5 (GAAP basis)	<u>\$ 5,604,683</u>
Unassigned fund balance:	
Per Exhibit 7 (budgetary basis)	\$ 569,094
Adjustment:	
Basis difference:	
Deferred tax revenue, GAAP basis	(686,192)
Per Exhibit 3 (GAAP basis)	<u>\$ (117,098)</u>

**II.C. Deficit Fund Balances**

The General Fund reports an unassigned fund deficit at year-end of \$117,098, which is due to deferral of all taxes not collected within sixty days of year-end as required by generally accepted accounting principles for governments. On the budgetary basis, which is what the Town uses in setting the tax rate, such taxes are not deferred, and there is no deficit. The deficit was carried forward from prior years, and was reduced by \$412,893 from the prior year.

The Sewer Fund reports an unassigned fund deficit at year-end of \$520,852. The deficit was reduced by \$150,713 from the prior year due to an increase in billing rates and continued spending control. The Town expects to continue to reduce the deficit in future years.

---

**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AS OF AND FOR THE YEAR ENDED**  
**DECEMBER 31, 2018**

**III. Detailed Notes on Funds and Government-Wide Statements**

**III.A. Assets**

**III.A.1. Investments**

As of December 31, 2018, the Town's reporting entity had the following investments:

Certificates of Deposit	\$ 1,866,877
Mutual Funds	58,263
New Hampshire Public Deposit Investment Pool	259,223
	<u>\$ 2,184,363</u>

The investments appear in the financial statements as follow:

Fund reporting level:	
Governmental funds - balance sheet (Exhibit 3)	\$ 2,138,252
Fiduciary funds - statement of fiduciary net position (Exhibit 9)	46,111
Total	<u>\$ 2,184,363</u>

*Investment Policies*

**Credit Risk** is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. New Hampshire law limits investments to those described in Note I.C.1. The Town's investment policy does not place any further restrictions on its investment choices.

**Interest Rate Risk** is the risk that changes in interest rates will adversely affect the fair value of an investment. Investments held for longer periods are subject to increased risk of adverse interest rate changes. The Town's investment policy limits concentration of investments with a specific maturity.

**Custodial Credit Risk** is the risk that in the event of the failure of the counterparty, the Town will not be able to recover the value of its investments that are in the custody of an outside party. Of the Town's \$2,184,363 investments, \$1,295,729 was exposed to custodial credit risk as uninsured and uncollateralized.

**III.A.2. Receivables, Uncollectible Accounts and Deferred Revenue**

*Property Taxes Receivable and Property Tax Calendar*

Property taxes are levied and collected by the Town on a semi-annual basis. Tax bills are due on or around July 1 and December 1, with interest of 12% per annum on all taxes not received by the due date. The first billing is an estimate only based on half of the previous year's billing.



---

**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AS OF AND FOR THE YEAR ENDED**  
**DECEMBER 31, 2018**

The final billing is levied based on an inventory taken in April of each year (the tax year runs from April 1 to March 31), and is assessed after the tax rate has been calculated and set by the New Hampshire Department of Revenue Administration. A lien should be executed on any unpaid property taxes in the following year and this lien takes priority over any others. Interest of 18% per annum is charged upon redemption of lien taxes. Properties not redeemed within two years of the date of the tax lien should be deeded to the Town. The tax collector executed a tax lien for uncollected 2017 property taxes on May 16<sup>th</sup>.

The property taxes levied and collected by the Town include amounts for the State of New Hampshire, the Mascoma Valley Regional School District, the Eastman Village District and Grafton County. The Town is responsible for the collection of all these taxes. During the annual tax rate setting process, the Town sets an amount for potential abatements and tax deedings, known as overlay. Overlay is raised through taxation and is reported as a reduction in tax revenue.

The net assessed valuation as of April 1, 2018, upon which the 2018 property tax levy was based was:

For the New Hampshire education tax	\$ 530,687,768
For all other taxes	\$ 538,299,168

The tax rates and amounts assessed for the year ended December 31, 2018 were as follow:

	Per \$1,000 of Assessed Valuation	
Municipal portion	\$7.53	\$ 4,054,024
School portion:		
State of New Hampshire	\$2.29	1,213,951
Local	\$14.58	7,848,618
County portion	\$2.01	1,082,458
Precinct portion:		
Eastman Village District	\$1.78	27,481
Total property taxes assessed		<u>\$ 14,226,532</u>

---

**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AS OF AND FOR THE YEAR ENDED**  
**DECEMBER 31, 2018**

The following details the taxes receivable at year-end:

Property:	
Levy of 2018	\$ 554,225
Unredeemed (under tax lien):	
Levy of 2017	167,903
Levy of 2016	120,168
Land use change	6,000
Excavation	209
Less: allowance for estimated uncollectible taxes	(15,000)
Net taxes receivable	<u><u>\$ 833,505</u></u>

*Other Receivables*

Other significant receivables include amounts due from customers for ambulance service, franchise fees, water and sewer charges in the Special Revenue Funds, and public safety grants. The receivables are as follow:

Accounts	\$ 464,116
Intergovernmental	31,605
Less: allowance for uncollectible amounts	(144,395)
Net total receivables	<u><u>\$ 351,326</u></u>

*Deferred Inflows of Resources*

Deferred revenue in the governmental funds of \$779,483 at December 31, 2018 represents \$18,596 of prepaid taxes to be applied to subsequent levies, and \$686,192 of property taxes, \$23,954 of ambulance charges, \$36,108 of sewer rents and \$14,633 of water charges that were not collected within sixty days after the year ended, and therefore, are deferred in accordance with generally accepted accounting principles. In the Governmental Activities, only the prepaid taxes are reported as unearned revenue.



**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AS OF AND FOR THE YEAR ENDED**  
**DECEMBER 31, 2018**

**III.A.3. Capital Assets**

**Changes in Capital Assets**

The following table provides a summary of changes in capital assets:

	Balance, beginning	Additions	Deletions	Balance, ending
At cost:				
Not being depreciated:				
Land	\$ 1,774,832	\$ -	\$ -	\$ 1,774,832
Construction in progress	2,809,781		(2,655,791)	153,990
Total capital assets not being depreciated	4,584,613	-	(2,655,791)	1,928,822
Being depreciated:				
Buildings and building improvements	2,412,518	385,000		2,797,518
Machinery, vehicles and equipment	4,386,896	377,062	(83,769)	4,680,189
Infrastructure	7,838,015	3,338,381		11,176,396
Total capital assets being depreciated	14,637,429	4,100,443	(83,769)	18,654,103
Total all capital assets	19,222,042	4,100,443	(2,739,560)	20,582,925
Less accumulated depreciation:				
Buildings and building improvements	(709,046)	(11,933)		(720,979)
Machinery, vehicles and equipment	(2,804,460)	(144,926)	30,481	(2,918,905)
Infrastructure	(1,533,826)	(220,893)		(1,754,719)
Total accumulated depreciation	(5,047,332)	(377,752)	30,481	(5,394,603)
Net book value, capital assets being depreciated	9,590,097	3,722,691	(53,288)	13,259,500
Net book value, all capital assets	\$ 14,174,710	\$ 3,722,691	\$ (2,709,079)	\$ 15,188,322

**Depreciation Expense**

Depreciation expense was charged to functions of the Town as follows:

General government	\$ 5,679
Public safety	60,910
Highways and streets	218,259
Sanitation	72,626
Water distribution and treatment	17,157
Culture and recreation	3,121
Total depreciation expense	<u>\$ 377,752</u>

**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AS OF AND FOR THE YEAR ENDED**  
**DECEMBER 31, 2018**

**III.B. Liabilities**

**III.B.1. Intergovernmental Payable**

The amount due to other governments at December 31, 2018 of \$4,710,805 consists of \$4,706,705 due to the Mascoma Valley Regional School District representing the balance of the 2018-2019 district assessment and \$4,100 for state fees collected by the Town.

**III.B.2. Long-Term Liabilities**

General obligation bonds and notes are approved by the voters and repaid with general revenues (property taxes). Long-term liabilities currently outstanding are as follow:

	Original Amount	Issue Date	Maturity Date	Interest Rate %	Outstanding at 12/31/2018	Current Portion
Governmental activities:						
General obligation bond/note payable:						
Drinking water	\$ 317,951	2002	2021	2.976-4.580	\$ 32,271	\$ 13,267
Clean water	\$ 291,820	2011	2030	2.864	198,778	14,115
Rt. 4 water/sewer extension	\$ 3,200,000	2013	2042	2.950-4.375	2,787,815	80,005
Jones Hill Road	\$ 265,000	2014	2024	2.763	159,000	26,500
Boys Camp Road bridge	\$ 250,000	2016	2030	2.95	202,285	14,433
Wastewater loan	\$ 1,560,778	2018	2038	2.232	1,515,147	244,078
USDA loan	\$ 1,172,000	2018	2046	2.3	1,156,857	30,799
					<u>6,052,153</u>	<u>423,197</u>
Capital leases payable:						
DPW vehicles	\$ 300,000	2013	2022	2.5	128,952	31,054
DPW vehicles and cruiser	\$ 290,000	2014	2024	2.78	125,163	19,457
Cruisers, F550, truck bodies	\$ 199,000	2016	2023	3.15	130,405	35,927
Cruiser, excavator, trailer, roller, FD	\$ 200,000	2017	2027	3.8	177,862	22,979
DPW truck	\$ 170,000	2018	2025	3.96	170,000	21,550
					<u>732,382</u>	<u>130,967</u>
Compensated absences payable:						
Vested sick leave					21,321	-
Accrued vacation leave					81,498	-
					<u>102,819</u>	<u>-</u>
Net pension liability					<u>3,106,373</u>	
					<u>\$ 9,993,727</u>	<u>\$ 554,164</u>

**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AS OF AND FOR THE YEAR ENDED**  
**DECEMBER 31, 2018**

*Changes in Long-Term Liabilities*

The following is a summary of changes in long-term liabilities for the year ended December 31, 2018:

	General Obligation Bonds and Notes Payable	State Revolving Fund Loan Payable	Capital Leases Payable	Compensated Absences Payable	Net Pension Liability	Total
Balance, beginning	\$ 3,526,293	\$ 2,655,578	\$ 668,576	\$ 119,255	\$ 3,544,697	\$ 10,514,399
Additions	3,612,778	-	170,000	-	-	3,782,778
Reductions	(1,086,918)	(2,655,578)	(106,194)	(16,436)	(438,324)	(4,303,450)
Balance, ending	<u>\$ 6,052,153</u>	<u>\$ -</u>	<u>\$ 732,382</u>	<u>\$ 102,819</u>	<u>\$ 3,106,373</u>	<u>\$ 9,993,727</u>

*Debt Service Requirements to Maturity*

The annual debt service requirements to maturity for bonds and notes as of year-end are as follow:

Year Ending December 31,	Principal	Interest	Total
2019	\$ 423,197	\$ 162,991	\$ 586,188
2020	236,182	148,755	384,937
2021	236,175	142,521	378,696
2022	234,742	135,952	370,694
2023	240,236	129,725	369,961
2024-2028	1,182,694	554,526	1,737,220
2029-2033	1,191,117	396,106	1,587,223
2034-2038	1,269,212	239,378	1,508,590
2039-2043	902,020	83,653	985,673
2044-2046	136,578	4,633	141,211
Totals	<u>\$ 6,052,153</u>	<u>\$ 1,998,240</u>	<u>\$ 8,050,393</u>

The annual debt service requirements to maturity for the capital leases are as follow:

Year Ending December 31,	Principal	Interest	Total
2019	\$ 130,967	\$ 24,303	\$ 155,270
2020	135,142	20,128	155,270
2021	122,175	15,815	137,990
2022	116,489	11,903	128,392
2023	78,464	8,228	86,692
2024-2027	149,145	10,919	160,064
Totals	<u>\$ 732,382</u>	<u>\$ 91,296</u>	<u>\$ 823,678</u>

---

TOWN OF ENFIELD, NEW HAMPSHIRE  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED  
DECEMBER 31, 2018

**III.C. Balances and Transfers – Payments Within the Reporting Entity**

**III.C.1. *Receivables and Payables***

Generally, outstanding balances between funds reported as “interfund receivables/payables” include outstanding charges by one fund to another for goods or services, subsidy commitments outstanding at year-end, or other miscellaneous amounts. Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is also reported as “interfund receivables/payables.”

The following reports the interfund receivables and payables at year-end:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General	Sewer	\$ 595,407
General	Expendable trust	12,170
General	Nonmajor	262
Sewer	Capital project	22,856
Nonmajor	General	4,388
Nonmajor	Nonmajor	1,027
		<u>\$ 636,110</u>

The amounts due to the General Fund represent overdrafts of pooled cash and reimbursements for expenditures paid on behalf of other funds. The amount due to the Sewer Fund from the Capital Project Fund represents a reimbursement of a payment made out of the Sewer Fund for the project. The amount due to the Nonmajor Funds from the General Fund represents an overpayment from a prior year, and the amount due to the Nonmajor Funds from the Nonmajor Funds represents the distribution of Permanent Fund income to the Library Fund.

**III.C.2. *Transfers***

Transfers within the reporting entity are substantially for the purposes of distributing taxes to the fund for which the appropriation was made, funding capital projects, and making additions to and using capital reserve accounts. The government-wide statement of activities eliminates transfers reported within the governmental activities columns.

---

**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AS OF AND FOR THE YEAR ENDED**  
**DECEMBER 31, 2018**

The following reports transfers within the reporting entity:

	Transfers In:		
	General Fund	Expendable Trust Fund	Nonmajor Funds
Transfers out:			
General fund	\$ -	\$ 347,368	\$ 1,250
Nonmajor funds	262	25,000	1,027
	<u>\$ 262</u>	<u>\$ 372,368</u>	<u>\$ 2,277</u>
			<u>\$ 374,907</u>

The transfers from the General Fund and Nonmajor Funds to the Expendable Trust Fund, and the amount transferred from the General Fund to the Nonmajor Funds, represent voted appropriations. The amount transferred from the Nonmajor Funds to the General Fund and Nonmajor Funds represents the distribution of income earned on Permanent Funds.

**III.D. Restatement of Beginning Net Position**

Beginning equity at January 1, 2018 was restated as follows:

	Governmental Activities	Expendable Trust Fund
To record additional lease payment in prior year	\$ 53,057	\$ -
To correct fair value	22,321	22,321
Net position/fund balance, as previously reported	7,355,314	1,726,607
Net position/fund balance, as restated	<u>\$ 7,430,692</u>	<u>\$ 1,748,928</u>

**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AS OF AND FOR THE YEAR ENDED**  
**DECEMBER 31, 2018**

**III.E. Components of Fund Balance**

Fund balance is categorized in the following components as detailed in Note I.C.5.:

	General Fund	Sewer Fund	TIF District Fund	Expendable Trust Fund	Capital Project Fund	Nonmajor Funds
<b>Nonspendable:</b>						
Endowments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 204,101
Prepaid items	15,811	2,960	-	-	82,816	2,254
Tax deeded property	18,207	-	-	-	-	-
Total nonspendable	<u>34,018</u>	<u>2,960</u>	<u>-</u>	<u>-</u>	<u>82,816</u>	<u>206,355</u>
<b>Restricted:</b>						
General government	-	-	-	-	-	9,744
Public safety	-	-	-	-	-	11,985
Culture and recreation	-	-	-	-	-	435,190
Capital outlay	-	-	-	-	170,558	-
Total restricted	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>170,558</u>	<u>456,919</u>
<b>Committed:</b>						
Water distribution and treatment	-	-	-	-	-	417,738
Conservation	-	-	-	-	-	12,012
Capital outlay	83,571	-	1,057,642	1,973,099	-	-
Total committed	<u>83,571</u>	<u>-</u>	<u>1,057,642</u>	<u>1,973,099</u>	<u>-</u>	<u>429,750</u>
<b>Assigned:</b>						
General government	23,786	-	-	-	-	-
Culture and recreation	240	-	-	-	-	-
Total assigned	<u>24,026</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Unassigned</b>	<u>(117,098)</u>	<u>(520,852)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total fund balance	<u>\$ 24,517</u>	<u>\$ (517,892)</u>	<u>\$ 1,057,642</u>	<u>\$ 1,973,099</u>	<u>\$ 253,374</u>	<u>\$ 1,093,024</u>

**IV. Other Information**

**IV.A. Risk Management**

The Town's risk management activities are reported with governmental activities and recorded in the General Fund. During the year, the Town was a member of the NH Public Risk Management Exchange (Primex), which is organized to provide certain property and liability protection to member towns, cities and other qualified political subdivisions of New Hampshire. As a member of Primex, the Town shares in contributing to the cost of, and receiving benefits from, a self-insured pooled risk management program. The membership and coverage run from July 1 through June 30. Primex provided property and employer's liability coverage in varying amounts, and statutory coverage for workers' compensation. Contributions billed for 2018 to be recorded as an insurance expenditure/expense totaled \$48,253 for property/liability and \$63,886 for workers' compensation. The member agreement permits Primex to make additional assessments to members should there be a deficiency in trust assets to meet its liabilities. At this time, Primex foresees no likelihood of any additional assessments for past years.

---

**TOWN OF ENFIELD, NEW HAMPSHIRE  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED  
DECEMBER 31, 2018**

**IV.B. Retirement Pensions**

The New Hampshire Retirement System (NHRS) is a multiple-employer, cost-sharing, contributory public employee defined benefit plan qualified under section 401(a) of the Internal Revenue Code, and funded through a trust which is exempt from tax under Internal Revenue Code section 501(a). The NHRS provides service, disability, death and vested retirement benefits for the Town's police officers and other employees, and their beneficiaries. The New Hampshire Legislature establishes the provisions for benefits and contributions. The NHRS issues a separate financial report that is available at [www.nhrs.org](http://www.nhrs.org) or by contacting the NHRS at 54 Regional Drive, Concord, NH 03301.

Both the members and the Town make contributions to the NHRS. Member rates of contribution are set by the Legislature. Employer rates are determined by the NHRS trustees based on an actuarial valuation. The rates of contribution for police officers and other employees were 11.55% and 7.0% of gross earnings, respectively. The rates of contribution from the Town of Enfield were 29.43% for police and 11.38% for other employees. The rates are actuarially determined to generate an amount that when combined with employee contributions, is expected to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. Employer contributions from the Town during the years 2016, 2017, and 2018 were \$262,220, \$282,411 and \$285,642, respectively. The amounts are paid on a monthly basis as due.

*Pension Liabilities, Pension Expense, and Deferred Outflows and Inflows of Resources Related to Pensions*

At December 31, 2018, the Town reported a liability of \$3,106,373 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as June 30, 2017, rolled forward. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating municipalities and school districts, actuarially determined. As of June 30, 2018, the Town's proportion was 0.0645%, which was a decrease of 0.0076% from its proportion measured as of June 30, 2017.



---

**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AS OF AND FOR THE YEAR ENDED**  
**DECEMBER 31, 2018**

For the year 2018, the Town recognized pension expense of \$287,877. At year-end, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes in proportion and differences between employer contributions and proportionate share of contributions	\$ 218,149	\$ 344,021
Net differences between projected and actual earnings on pension plan investments	-	71,884
Changes in assumptions	214,976	-
Differences between expected and actual experience	24,794	25,152
Town contributions subsequent to the measurement date	137,279	-
	<u>\$ 595,198</u>	<u>\$ 441,057</u>

The Town reported \$137,279 as deferred outflows of resources related to pensions resulting from Town contributions subsequent to the measurement date, which will be recognized as a reduction of the net pension liability in the following year.

Other amounts reported as deferred inflows and outflows of resources related to pensions will be recognized in pension expense as follow:

Year Ending December 31,	
2019	\$ 81,864
2020	65,971
2021	(63,810)
2022	(67,163)
	<u>\$ 16,862</u>

*Actuarial Assumptions*

The total pension liability in the June 30, 2018 actuarial valuation was determined using the actuarial valuation as of June 30, 2017, rolled forward to June 30, 2018, using the following actuarial assumptions, applied to all periods included in the measurement:

Actuarial Cost Method	Entry-Age Normal
Amortization Method	Level Percentage-of-Payroll, Closed



---

**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AS OF AND FOR THE YEAR ENDED**  
**DECEMBER 31, 2018**

Remaining Amortization Period	21 years beginning July 1, 2018
Asset Valuation Method	5-year smoothed market for funding purposes; 20% corridor
Price Inflation	2.5% per year
Wage Inflation	3.25% per year
Salary Increases	5.6% average, including inflation
Municipal Bond Rate	3.62% per year
Investment Rate of Return	7.25%, net of pension plan investment expense, including inflation

Mortality rates were based on the RP-2014 Healthy Annuitant and Employee generational mortality tables for males and females, adjusted for mortality improvements using Scale MP-2015, based on the last experience study.

The actuarial assumptions used in the June 30, 2017 valuation were based on the results of the most recent actuarial experience study, which was for the period July 1, 2010 – June 30, 2015.

*Sensitivity of the Town’s Proportionate Share of the Net Pension Liability to Changes in the Discount Rate*

The following presents the Town’s proportionate share of the net pension liability calculated using the discount rate of 7.25%, as well as what the Town’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (6.25%) or one percentage point higher (8.25%) than the current rate.

	1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
Town's proportionate share of net pension liability	\$ 4,133,054	\$ 3,106,373	\$ 2,245,982

Other actuarial assumptions, as well as detailed information about the pension plan’s fiduciary net position, is available in the separately issued NHRS report.

**IV.C. Contingent Liabilities**

Amounts received from grantor agencies are subject to audit and adjustments by such agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures that may be disallowed by the grantor cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

---

**EXHIBIT 11**  
**TOWN OF ENFIELD, NEW HAMPSHIRE**  
*Schedule of the Town's Proportionate Share of the Net Pension Liability*  
**New Hampshire Retirement System**

---

	2018	2017	2016	2015	2014
Town's proportion of net pension liability	0.0645%	0.0721%	0.0638%	0.0659%	0.0690%
Town's proportionate share of the net pension liability	\$ 3,106,373	\$ 3,544,697	\$ 3,390,822	\$ 2,609,808	\$ 2,590,863
Town's covered employee payroll	\$ 1,760,343	\$ 1,776,206	\$ 1,727,692	\$ 1,749,061	\$ 1,668,595
Town's proportionate share of the net pension liability as a percentage of covered-employee payroll	176.46%	199.57%	196.26%	149.21%	155.27%
Plan fiduciary position as a percentage of the total pension liability	64.73%	62.66%	58.30%	65.47%	66.32%

The note to the required supplementary information is an integral part of this schedule.

**EXHIBIT 12**  
**TOWN OF ENFIELD, NEW HAMPSHIRE**  
*Schedule of the Town's Pension Contributions*  
**New Hampshire Retirement System**

	2018	2017	2016	2015	2014
Contractually required contribution	\$ 285,642	\$ 282,411	\$ 262,220	\$ 257,878	\$ 243,441
Contribution in relation to the contractually required contribution	\$ (285,642)	\$ (282,411)	\$ (262,220)	\$ (257,878)	\$ (243,441)
Contribution deficiency	\$ -	\$ -	\$ -	\$ -	\$ -
Town's covered employee payroll	\$ 1,760,343	\$ 1,776,206	\$ 1,727,692	\$ 1,749,061	\$ 1,668,595
Contributions as a percentage of covered-employee payroll	16.23%	15.90%	15.18%	14.74%	14.59%

The note to the required supplementary information is an integral part of this schedule.

---

**TOWN OF ENFIELD, NEW HAMPSHIRE  
NOTE TO THE REQUIRED SUPPLEMENTARY INFORMATION  
AS OF AND FOR THE YEAR ENDED  
DECEMBER 31, 2018**

The Schedule of the Town's Proportionate Share of the Net Pension Liability and the Schedule of the Town's Pension Contributions are meant to present related information for ten years. Because this is the fourth year that the Town has presented the pension schedules, only five years are presented. An additional year's information will be added each year until there are ten years shown.

**EXHIBIT 13**  
**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**Nonmajor Governmental Funds**  
**Combining Balance Sheet**  
**December 31, 2018**

	Special Revenue Funds					Permanent Fund	Total
	Water	Grants	Library	Conservation Commission			
<b>ASSETS</b>							
Cash and cash equivalents	\$ 377,830	\$ 8,450	\$ 148,375	\$ 7,624	\$ 22,506	\$ 564,785	
Investments	-	-	285,788	-	192,628	478,416	
Receivables, net of allowance for uncollectibles:							
Accounts	58,278	-	-	-	-	58,278	
Intergovernmental	-	3,817	-	-	-	3,817	
Interfund receivable	-	-	1,027	4,388	-	5,415	
Prepaid items	2,254	-	-	-	-	2,254	
Total assets	<u>\$ 438,362</u>	<u>\$ 12,267</u>	<u>\$ 435,190</u>	<u>\$ 12,012</u>	<u>\$ 215,134</u>	<u>\$ 1,112,965</u>	
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES</b>							
Liabilities:							
Accounts payable	\$ 1,687	\$ -	\$ -	\$ -	\$ -	\$ 1,687	
Accrued salaries and benefits	2,050	282	-	-	-	2,332	
Interfund payable	-	-	-	-	1,289	1,289	
Total liabilities	<u>3,737</u>	<u>282</u>	<u>-</u>	<u>-</u>	<u>1,289</u>	<u>5,308</u>	
Deferred inflows of resources:							
Deferred revenue	<u>14,633</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>14,633</u>	
Fund balances:							
Nonspendable	2,254	-	-	-	204,101	206,355	
Restricted	-	11,985	435,190	-	9,744	456,919	
Committed	417,738	-	-	12,012	-	429,750	
Total fund balances	<u>419,992</u>	<u>11,985</u>	<u>435,190</u>	<u>12,012</u>	<u>213,845</u>	<u>1,093,024</u>	
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 438,362</u>	<u>\$ 12,267</u>	<u>\$ 435,190</u>	<u>\$ 12,012</u>	<u>\$ 215,134</u>	<u>\$ 1,112,965</u>	

**EXHIBIT 14**

**TOWN OF ENFIELD, NEW HAMPSHIRE**

*Nonmajor Governmental Funds*

**Combining Statement of Revenues, Expenditures and Changes in Fund Balances  
For the Year Ended December 31, 2018**

	Special Revenue Funds				Conservation Commission	Permanent Fund	Total
	Water	Grants	Library				
<b>REVENUES</b>							
Intergovernmental	\$ -	\$ 23,841	\$ -	\$ -	\$ -	\$ -	\$ 23,841
Charges for services	202,332	-	-	-	-	-	202,332
Miscellaneous	-	25,000	34,826	3	3,164	-	62,993
Total revenues	202,332	48,841	34,826	3	3,164	-	289,166
<b>EXPENDITURES</b>							
Current:							
General government	-	2,920	-	-	-	-	2,920
Public safety	-	17,368	-	-	-	-	17,368
Water distribution and treatment	137,714	-	-	-	-	-	137,714
Culture and recreation	-	18,563	842	-	-	-	19,405
Debt service:							
Principal	11,594	-	-	-	-	-	11,594
Interest	1,844	-	-	-	-	-	1,844
Capital outlay	524	-	-	-	-	-	524
Total expenditures	151,676	38,851	842	-	-	-	191,369
Excess of revenues over expenditures	50,656	9,990	33,984	3	3,164	-	97,797
Other financing sources (uses):							
Transfers in	-	-	1,027	1,250	-	-	2,277
Transfers out	(25,000)	-	-	-	(1,289)	-	(26,289)
Total other financing sources and uses	(25,000)	-	1,027	1,250	(1,289)	-	(24,012)
Net change in fund balances	25,656	9,990	35,011	1,253	1,875	-	73,785
Fund balances, beginning	394,336	1,995	400,179	10,759	211,970	-	1,019,239
Fund balances, ending	\$ 419,992	\$ 11,985	\$ 435,190	\$ 12,012	\$ 213,845	-	\$ 1,093,024

**EXHIBIT 15**  
**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**General Fund**  
*Schedule of Estimated and Actual Revenues (Non-GAAP Budgetary Basis)*  
**For the Year Ended December 31, 2018**

	Estimated	Actual	Variance Positive (Negative)
<b>Taxes:</b>			
Property	\$ 3,994,433	\$ 3,969,724	\$ (24,709)
Land use change	18,000	32,994	14,994
Timber	4,589	5,040	451
Excavation	214	214	-
Interest and penalties on delinquent taxes	82,000	94,997	12,997
<b>Total taxes</b>	<b>4,099,236</b>	<b>4,102,969</b>	<b>3,733</b>
<b>Licenses, permits and fees:</b>			
Business licenses and permits	86	122	36
Motor vehicle permits	997,000	1,052,703	55,703
Building permits	12,000	12,392	392
Other	68,000	68,136	136
<b>Total licenses, permits and fees</b>	<b>1,077,086</b>	<b>1,133,353</b>	<b>56,267</b>
<b>Intergovernmental:</b>			
State sources:			
Meals and rooms distributions	238,830	238,830	-
Highway block grant	145,631	145,549	(82)
Federal sources:			
FEMA	73,383	79,740	6,357
<b>Total intergovernmental</b>	<b>457,844</b>	<b>464,119</b>	<b>6,275</b>
<b>Charges for services:</b>			
Income from departments	131,131	111,040	(20,091)
<b>Miscellaneous:</b>			
Sale of property	30,352	37,877	7,525
Interest on investments	2,500	9,277	6,777
Rent of property	5,000	7,802	2,802
Insurance dividends and reimbursements	6,000	1,697	(4,303)
Contributions and donations	-	118	118
Other	3,000	(8,506)	(11,506)
<b>Total miscellaneous</b>	<b>46,852</b>	<b>48,265</b>	<b>1,413</b>
<b>Other financing sources:</b>			
Transfers in:			
Nonmajor funds	-	262	262
Long-term debt issued	97,500	-	(97,500)
<b>Total other financing sources</b>	<b>97,500</b>	<b>262</b>	<b>(97,238)</b>
<b>Total revenues and other financing sources</b>	<b>5,909,649</b>	<b>\$ 5,860,008</b>	<b>\$ (49,641)</b>
Use of fund balance to reduce taxes	2,400		
<b>Total revenues, other financing sources and use of fund balance</b>	<b>\$ 5,912,049</b>		

**EXHIBIT 16**  
**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**General Fund**  
*Schedule of Appropriations, Expenditures and Encumbrances (Non-GAAP Budgetary Basis)*  
**For the Year Ended December 31, 2018**

	Encumbered from Prior Year	Appropriations	Expenditures	Encumbered to Subsequent Year	Variance Positive (Negative)
Current:					
General government:					
Executive	\$ 1,320	\$ 297,150	\$ 260,529	\$ -	\$ 37,941
Election and registration	-	86,606	95,039	-	(8,433)
Financial administration	-	237,785	218,822	1,000	17,963
Revaluation of property	7,721	33,000	15,742	22,786	2,193
Legal	-	21,000	21,765	-	(765)
Personnel administration	-	1,122,908	969,711	-	153,197
Planning and zoning	-	86,772	89,213	-	(2,441)
General government buildings	-	187,400	160,853	-	26,547
Cemeteries	-	7,100	6,354	-	746
Insurance, not otherwise allocated	-	52,000	48,253	-	3,747
Other	-	37,012	37,012	-	-
Total general government	9,041	2,168,733	1,923,293	23,786	230,695
Public safety:					
Police	-	722,881	675,911	-	46,970
Ambulance	-	145,195	114,736	-	30,459
Fire	7,650	118,404	99,113	-	26,941
Building inspection	-	75,672	78,503	-	(2,831)
Emergency management	-	2,500	-	-	2,500
Other	-	81,720	81,070	-	650
Total public safety	7,650	1,146,372	1,049,333	-	104,689
Highways and streets:					
Administration	-	597,815	575,012	-	22,803
Highways and streets	-	571,400	559,754	-	11,646
Street lighting	-	31,000	29,572	-	1,428
Total highways and streets	-	1,200,215	1,164,338	-	35,877
Sanitation:					
Administration	-	55,406	41,228	-	14,178
Solid waste collection	-	334,500	313,080	-	21,420
Solid waste disposal	-	135,300	125,945	-	9,355
Total sanitation	-	525,206	480,253	-	44,953
Health:					
Administration	-	350	203	-	147
Pest control	-	2,000	2,000	-	-
Total health	-	2,350	2,203	-	147
Welfare:					
Administration	-	14,877	12,209	-	2,668
Direct assistance	-	20,150	15,896	-	4,254
Total welfare	-	35,027	28,105	-	6,922

(continued)



**EXHIBIT 16 (continued)**  
**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**General Fund**  
**Schedule of Appropriations, Expenditures and Encumbrances (Non-GAAP Budgetary Basis)**  
**For the Year Ended December 31, 2018**

	Encumbered from Prior Year	Appropriations	Expenditures	Encumbered to Subsequent Year	Variance Positive (Negative)
Culture and recreation:					
Parks and recreation	-	114,531	73,197	-	41,334
Public library	-	175,518	159,490	240	15,788
Patriotic purposes	-	750	685	-	65
Other	-	3,010	3,921	-	(911)
Total culture and recreation	-	293,809	237,293	240	56,276
Conservation	-	1,165	408	-	757
Economic development	-	150	195	-	(45)
Debt service:					
Principal	-	6,861	6,861	-	-
Interest on long-term debt	-	918	918	-	-
Interest on tax anticipation note	-	7,000	-	-	7,000
Debt service fees	-	2,125	2,125	-	-
Total debt service	-	16,904	9,904	-	7,000
Capital outlay:					
Land	-	15,000	-	15,000	-
Buildings	44,670	9,500	-	9,500	44,670
Improvements other than buildings	122,160	149,000	190,740	59,071	21,349
Total capital outlay	166,830	173,500	190,740	83,571	66,019
Other financing uses:					
Transfers out:					
Expendable trust fund	-	347,368	347,368	-	-
Nonmajor funds	-	1,250	1,250	-	-
Total other financing uses	-	348,618	348,618	-	-
Total encumbrances, appropriations, expenditures and other financing uses	\$ 183,521	\$ 5,912,049	\$ 5,434,683	\$ 107,597	\$ 553,290

**EXHIBIT 17**  
**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**General Fund**  
**Schedule of Changes in Unassigned Fund Balance (Non-GAAP Budgetary Basis)**  
**For the Year Ended December 31, 2018**

Unassigned fund balance, beginning	\$ 83,255
Changes:	
Unassigned fund balance used to reduce tax rate	(2,400)
Budget summary:	
Revenue shortfall (Exhibit 15)	\$ (49,641)
Unexpended balance of appropriations (Exhibit 16)	553,290
Budget surplus	503,649
Increase in nonspendable fund balance	(15,811)
Decrease in restricted fund balance	401
Unassigned fund balance, ending	\$ 569,094

**EXHIBIT 18**  
**TOWN OF ENFIELD, NEW HAMPSHIRE**  
*Schedule of Expenditures of Federal Awards*  
**For the Year Ended December 31, 2018**

FEDERAL GRANTOR/PASS THROUGH GRANTOR/PROGRAM TITLE	CFDA Number	Pass-Through Grantor's Number	Expenditures
<b>U.S. DEPARTMENT OF AGRICULTURE</b>			
Water and Wastewater Disposal Systems for Rural Communities: Water and Sewer System Improvements - Grant	10.760	N/A	\$ 151,470
<b>U.S. DEPARTMENT OF JUSTICE</b>			
Passed through the State of New Hampshire Department of Safety			
Drug Eradication Program	16.004	2018-86	3,242
<b>U.S. DEPARTMENT OF TRANSPORTATION</b>			
Passed through the State of New Hampshire Department of Safety			
National Priority Safety Programs:			
Distracted Driving	20.616	318-18B-022	2,751
DWI Patrols	20.616	308-15B-033	5,174
Safe Commute	20.616	315-18B-043	5,395
Opioid Abuse Initiative	20.616	N/A	2,279
			15,599
<b>U.S. ENVIRONMENTAL PROTECTION AGENCY</b>			
Passed through the State of New Hampshire Department of Environmental Services			
Capitalization Loans for Clean Water State Revolving Funds	66.458	CS-330167-04	1,585,286
<b>U.S. DEPARTMENT OF HOMELAND SECURITY: FEDERAL EMERGENCY MANAGEMENT AGENCY</b>			
Passed through the State of New Hampshire Department of Safety			
Emergency Management Performance Grants	97.042	FEMA-4355-DR	79,740
Total Direct Funding			151,470
GRAND TOTAL			\$ 1,835,337

---

**TOWN OF ENFIELD, NEW HAMPSHIRE**  
**NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**AS OF AND FOR THE YEAR ENDED**  
**DECEMBER 31, 2018**

**1. Basis of Presentation**

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the Town of Enfield under programs of the federal government for the year ended December 31, 2018. The information in this schedule is presented in accordance with the requirements of Title 2, U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Because the schedule presents only a selected portion of the operations of the Town, it is not intended to, and does not, present the financial position or changes in net position of the Town of Enfield.

**2. Summary of Significant Accounting Policies**

Expenditures included on the schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Pass-through entity identifying numbers are presented where available.

---

**EXHIBIT 19**  
**TOWN OF ENFIELD**  
**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

**2017-001 Deficit Fund Balances**

**Criteria:** Fund balance is the remaining resources after liabilities are subtracted from assets. A positive fund balance means there are more assets than liabilities, and a negative (deficit) fund balance means just the opposite. Operating with a deficit fund balance increases the likelihood that a Town would not have enough resources to pay its current liabilities.

**Condition:** The General, Sewer and Capital Project Funds have deficit fund balances on the GAAP basis of \$327,862, \$668,605 and \$49,011, respectively.

**Cause:** In the General Fund, property tax receivables that are not collected within 60 days of year-end are deferred. In the Sewer Fund, expenditures have been greater than revenues for a number of years. In the Capital Project Fund, the balance has been carried forward from past years.

**Effect:** Deficits in fund balances increase the likelihood that the Town would have to obtain short-term financing to cover cash flows. This was the case during 2017. Deficits in funds other than the General Fund result in overdrafts of pooled cash, which are short-term loans from the General Fund to other funds, creating a decrease in assets available in the General Fund to satisfy that fund's liabilities.

**Recommendation:** We recommend that the Town take steps to continue increasing the fund balance in the General Fund to reach a level that would reduce the likelihood of requiring short-term financing. We further recommend that the Town establish a fund balance policy that identifies the target level of fund balance by fund, and describes the steps to be taken in situations when fund balances are above or below the targeted range.

**Status:** Corrective action has been taken. The deficits in the General and Capital Project Funds have been recovered, and the Sewer Fund deficit has been reduced through the corrective actions implemented.

**2017-002 Other Postemployment Benefits**

**Criteria:** Government Accounting Standards Board Statement No. 45: *Accounting and Financial Reporting By Employers for Postemployment Benefits Other Than Pensions* established standards for the measurement, recognition, and display of expense/expenditures and related liabilities, note disclosures, and required supplementary information in the financial statements of the Town. For the year ended December 31, 2018, GASB Statement No. 75: *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* replaced the requirements of GASB Statement No. 45, by improving the standards for recognizing and

---

**EXHIBIT 19**  
**TOWN OF ENFIELD**  
**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

measuring liabilities, deferred outflows of resources, deferred inflows of resources, and expense/expenditures.

**Condition:** The Town has not implemented either of these GASB Statements.

**Cause:** The Town has not determined its expense and related liabilities, note disclosures and required supplementary information as required.

**Effect:** The Town has received an adverse audit opinion on its governmental activities.

**Recommendation:** We recommend that the Town obtain a measurement valuation to determine its OPEB liability. This can be done by an actuary or by using an alternative measurement method, as described in these GASB Statements.

**Status:** The Town has not obtained a valuation of its other postemployment benefits liability.

**Response:** Management accepts this finding. It is our understanding that, because the Town does not contribute monetarily toward the health/dental insurance premiums of retired employees, the Town is subject to the *implicit rate subsidy* only. We recognize that, even though a retired/former employee would be paying 100% of their own insurance costs if they remained on the Town's plan after separating from employment with the Town, (s)he would be paying a lower premium rate because (s)he is in a pool with all employees. It is not a liability that the Town could "fund" separately, so it is not necessary (or advisable) to establish a separate trust fund for this purpose. The Town will explore working with an actuary to determine the value of this liability.



## Roberts & Greene, PLLC

### INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Town Manager and Members of the Board of Selectmen  
Town of Enfield  
Enfield, New Hampshire

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Enfield, as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements and have issued our report thereon dated September 27, 2019.

#### Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance that is required to be reported under *Government Auditing Standards* and which is described in the accompanying summary schedule of prior year findings as item 2017-002.

47 Hall Street ■ Concord, NH 03301  
603-856-8005 ■ 603-856-8431 (fax)  
[info@roberts-greene.com](mailto:info@roberts-greene.com)

---

**Town of Enfield**

**Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance  
and Other Matters Based on an Audit of Financial Statements Performed in Accordance  
with *Government Auditing Standards***

**Town of Enfield's Response to Findings**

The Town's response to the findings identified in our audit is described in the accompanying schedule of findings. The Town's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Roberts & Greene, PLLC*

Concord, New Hampshire  
September 27, 2019





## Roberts & Greene, PLLC

### INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR THE MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the Town Manager and Members of the Board of Selectmen  
Town of Enfield  
Enfield, New Hampshire

#### **Report on Compliance for the Major Federal Program**

We have audited the Town of Enfield's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on the Town's major federal program for the year ended December 31, 2018. The Town's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

#### ***Management's Responsibility***

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

#### ***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for the Town's major federal program based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2, U.S. *Code of Federal Regulations*, Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on the major federal program occurred. An audit includes examining, on a test basis, evidence about the Town's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the major federal program. However, our audit does not provide a legal determination of the Town's compliance.

#### ***Opinion on the Major Federal Program***

In our opinion, the Town of Enfield, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended December 31, 2018.

#### **Report on Internal Control over Compliance**

Management of the Town is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Town's internal control over compliance with the types of requirements that could have a direct and material effect on the major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over

47 Hall Street ■ Concord, NH 03301  
603-856-8005 ■ 603-856-8431 (fax)  
[info@roberts-greene.com](mailto:info@roberts-greene.com)



---

Town of Enfield  
Independent Auditor's Report on Compliance for the Major Program and on  
Internal Control Over Compliance Required by the Uniform Guidance

compliance. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*Roberts & Greene, PLLC*

Concord, New Hampshire  
September 27, 2019

---

**EXHIBIT 20**  
**TOWN OF ENFIELD**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

**Section I – Summary of Auditor’s Results**

*Financial Statements*

1. The auditor’s report issued contained an adverse opinion on the financial statements of the governmental activities, and an unmodified opinion on each major fund and the aggregate remaining fund information.
2. There were no material weaknesses identified in the internal control over financial reporting.
3. There were no significant deficiencies identified in the internal control over financial reporting that were not considered to be material weaknesses.
4. There was one instance of noncompliance material to the financial statements noted on the Summary Schedule of Prior Audit Findings as number 2017-002, as it existed in the prior year.

*Federal Awards*

1. There were no material weaknesses identified in the internal control over the major program.
2. There were no significant deficiencies identified in the internal control over the major program that were not considered to be material weaknesses.
3. The auditor’s report issued on compliance for the major program contained an unmodified opinion.
4. There were no audit findings required to be reported in accordance with the Uniform Guidance.
5. The program tested as a major program was U.S. Environmental Protection Agency passed through the State of New Hampshire: Department of Environmental Services: Clean Water State Revolving Fund Cluster.
6. The dollar threshold used to distinguish between Type A and Type B programs was \$ 750,000.
7. The Town of Enfield did not qualify as a low-risk auditee.

**Section II – Financial Statement Findings**

*No New Findings*

**Section III – Federal Award Findings and Questioned Costs**

*No Findings*

---

## Un-Audited Consolidated Statement of Financial Position as of December 31, 2019

---

	This Year	Last Year	Change
<b>Assets</b>			
1010-01- CASH	6,007,410.65	5,274,646.98	732,763.67
1010-02- MASCOMA - TOWN CLERK	35,272.91	26,104.93	9,167.98
1010-03- EFTPS SAVINGS ACCOUNT	(18,215.29)	2,513.19	(20,728.48)
1010-04- PETTY CASH	800.00	800.00	0.00
1010-05- DEA FUNDS	1,267.64	1,267.00	0.64
1010-06- LAKEVIEW SEWER PROJECT MSB	270,082.51	219,725.67	50,356.84
1010-07- BACK CHECKS & DEPOSIT VARIANCE	0.00	0.00	0.00
1010-08- BANK FEES (STMT CHGS. ETC.)	0.00	0.00	0.00
1010-80- UNDEPOSITED FUNDS	(195.20)	0.00	(195.20)
1010-90- DUE TO / FROM (SYS)	0.00	0.00	0.00
1030-01- INVESTMENTS	265,297.80	259,223.25	6,074.55
1080-01- PROPERTY TAX RECEIVABLE	536,442.88	554,224.84	(17,781.96)
1080-04- CURRENT LAND USE TAXES	4,300.00	6,000.00	(1,700.00)
1080-05- TIMBER TAX YIELD RECEIVABLE	264.12	0.00	264.12
1080-06- EXCAVATION ACTIVITY TAX	209.32	209.32	0.00
1080-07- EXCAVATION YIELD TAX	29.58	0.00	29.58
1080-99- ALLOWANCE-UNCOLLECTABLE TAXES	(15,000.00)	(15,000.00)	0.00
1110-01- A/R TAX LIENS	272,971.52	288,070.59	(15,099.07)
1150-01- ACCOUNTS RECEIVABLE	447,973.73	447,973.73	0.00
1150-02- ACCOUNTS RECEIVABLE - AMBULANCE	(144,395.00)	(144,395.00)	0.00
1160-01- WATER SUPPLY SYSTEM CHGS	70,418.61	13,313.01	57,105.60
1160-02- SLC SEWER BETTERMENT A/R	1,414.80	2,829.60	(1,414.80)
1160-03- SEWER SYSTEM CHARGES	18,581.54	0.00	18,581.54
1260-01- INTERGOVERNMENTAL RECEIVABLE	31,604.46	31,604.46	0.00
1260-02- DUE FROM STATE	0.00	0.00	0.00
1310-00- DUE FROM OTHER FUNDS	278,796.88	278,796.88	0.00
1310-01- DUE FROM GENERAL FUND	641,029.26	641,029.26	0.00
1310-02- DUE FROM WATER FUND	(382,601.18)	(382,601.18)	0.00
1310-03- DUE FROM SEWER FUND	537,821.08	537,821.08	0.00
1310-04- DUE FROM GRANTS	105,509.35	105,509.35	0.00
1310-05- DUE FROM CAPITAL PROJECTS	22,315.98	22,315.98	0.00
1310-06- DUE FROM TIF DISTRICT	(320,368.59)	(320,368.59)	0.00
1310-07- DUE FROM RETIREE TRUSTS	0.00	0.00	0.00
1310-10- DUE FROM EXPENDABLE TRUST	12,170.46	12,170.46	0.00
1310-11- DUE FROM PERMANENT FUND	261.57	261.57	0.00
1400-01- PRE PAID EXPENSES	88,029.41	88,029.41	0.00
1670-01- DEEDED PROPERTY	18,206.94	18,206.94	0.00
<b>Total Assets</b>	<u>8,787,707.74</u>	<u>7,970,282.73</u>	<u>817,425.01</u>

---

**Liabilities and Net Assets**

2020-01- ACCOUNTS PAYABLE	292,436.62	240,969.24	51,467.38
2025-01- A/P FWT	(92.50)	0.00	(92.50)
2025-02- A/P FICA (6.2%)	(146.54)	(17.06)	(129.48)
2025-03- A/P MEDICARE (1.45%)	575.62	(3.98)	579.60
2025-04- A/P POLICE RETIREMENT	(49,978.05)	(49,978.05)	0.00
2025-05- A/P ICMA	119.34	1.07	118.27
2025-06- A/P FLEX SPENDING ACCOUNTS	0.00	0.00	0.00
2025-07- A/P NHRS	50,337.96	50,028.94	309.02
2025-08- AP DENTAL	234.98	212.13	22.85
2025-09- AP HEALTH INS. (EMPLOYEES)	(3,951.89)	0.00	(3,951.89)
2025-10- AFLAC	641.62	50.16	591.46
2025-11- PAYROLL OVERPAYMENT DEDUCTION	0.00	0.00	0.00
2025-12- AP LIFE AND STD	3,192.01	0.00	3,192.01
2026-01- ACCRUED PAYROLL	63,438.94	63,586.96	(148.02)
2026-99- EFT Clearing Account (System)	0.00	0.00	0.00
2050-00- CONTRACTS PAYABLE	0.00	0.00	0.00
2060-00- RETAINAGE PAYABLE	55,373.32	55,373.32	0.00
2070-01- ST OF NH REG. FEES COLLECTED	(124.00)	0.00	(124.00)
2070-02- STATE OF NH DOG FEES COLLECTED	2,383.21	2,453.26	(70.05)
2070-03- DUE TO ST OF NH FEES COLL	1,558.31	1,647.31	(89.00)
2070-07- DUE TO EASTMAN	0.00	0.00	0.00
2070-99- STATE OF NH - FEES COLLECTED	0.00	0.00	0.00
2075-01- DUE TO SCHOOL	4,523,695.62	4,706,705.14	(183,009.52)
2080-00- DUE TO OTHER FUNDS	228,602.34	228,602.34	0.00
2080-01- DUE TO GENERAL FUND	626,981.53	626,981.53	0.00
2080-02- DUE TO WATER FUND	0.00	0.00	0.00
2080-03- DUE TO SEWER FUND	22,856.00	22,856.00	0.00
2080-04- DUE TO GRANTS	8,450.51	8,450.51	0.00
2080-06- DUE TO TIF DISTRICT	0.00	0.00	0.00
2220-01- OTHER DEFERRED REVENUE	686,191.73	686,191.73	0.00
2220-02- DEFERRED REVENUE - PREPAID TAX	18,596.27	18,596.27	0.00
2220-03- DEFERRED REVENUE - 60 DAY RULE	74,694.92	74,694.92	0.00
2230-01- NOTES PAYABLE - TANS	0.00	0.00	0.00
Total Liabilities	6,606,067.87	6,737,401.74	(131,333.87)
2430-00- ENCUMBRANCE CONTROL	5,213.40	0.00	5,213.40
2440-02- NON-SPENDABLE FUND BALANCE	18,207.00	18,207.00	0.00
2450-01- RESTRICTED FUND BALANCE	516,509.34	516,509.34	0.00
2460-01- COMMITTED FUND BALANCE	145,297.28	145,297.28	0.00
2490-00- ASSIGNED FUND BALANCE	0.00	0.00	0.00
2490-01- ASSIGNED FB FOR ENCUMBRANCES	6,380.02	24,026.00	(17,645.98)
2530-01- UNASSIGNED/UNRESERVED FUND BALANCE	(436,019.77)	(453,665.75)	17,645.98
2530-99- BMSI CONTROL CLEARING	10.35	1,135.71	(1,125.36)
Change in Net Assets	169,636.65	658,141.53	(488,504.88)
Total Net Assets	425,234.27	909,651.11	(484,416.84)
Total Liabilities and Net Assets	7,031,302.14	7,647,052.85	(615,750.71)

# 2019 Tax Rate Breakdown



New Hampshire  
Department of  
Revenue  
Administration

**2019**  
**\$25.05**

## Tax Rate Breakdown Enfield

Municipal Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
Municipal	\$4,252,328	\$579,511,747	<b>\$7.33</b>
County	\$1,077,868	\$579,511,747	<b>\$1.86</b>
Local Education	\$7,943,462	\$579,511,747	<b>\$13.71</b>
State Education	\$1,225,936	\$571,523,447	<b>\$2.15</b>
<b>Total</b>	<b>\$14,499,594</b>		<b>\$25.05</b>

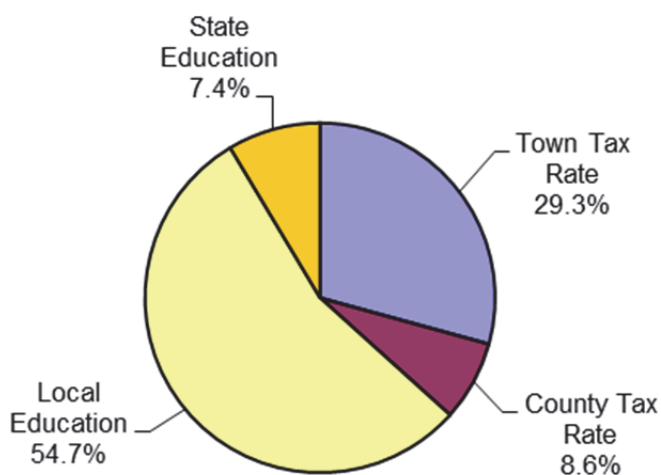
Village Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
Eastman Village	\$25,482	\$14,901,850	<b>\$1.71</b>
<b>Total</b>	<b>\$25,482</b>		<b>\$1.71</b>

Tax Commitment Calculation	
Total Municipal Tax Effort	\$14,499,594
War Service Credits	(\$73,000)
Village District Tax Effort	\$25,482
Total Property Tax Commitment	\$14,452,076

James P. Gerry  
Director of Municipal and Property Division  
New Hampshire Department of Revenue Administration

10/30/2019

## 2019 Tax Rate

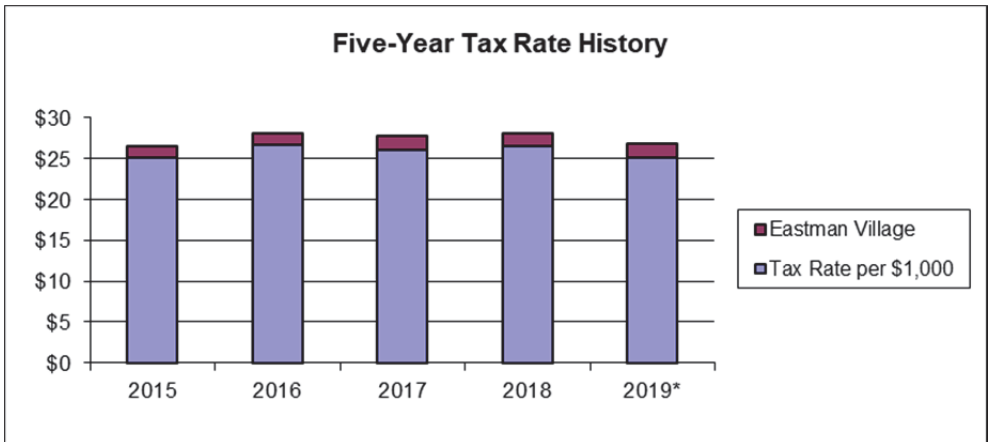


---

## Five-Year Tax Rate History

---

Year	2015	2016	2017	2018	2019
Town Tax Rate	6.60	7.00	7.38	7.53	7.33
County Tax Rate	1.72	1.96	1.89	2.01	1.86
Local Education	14.29	15.20	14.25	14.58	13.72
State Education	2.47	2.38	2.49	2.29	2.15
<b>Total Tax Rate</b>	<b>25.08</b>	<b>26.54</b>	<b>26.01</b>	<b>26.41</b>	<b>25.05</b>
Eastman Village	1.53	1.62	1.60	1.78	1.71



\*Revaluation Year



**Enfield**  
**Summary Inventory of Valuation**

**Reports Required:** RSA 21-J:34 as amended, provides for certification of valuations, appropriations, estimated revenues and such other information as the Department of Revenue Administration may require upon reports prescribed for that purpose.

**Note:** The values and figures provided represent the detailed values that are used in the city/towns tax assessments and sworn to uphold under Oath per RSA 75:7.

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

Assessor
Normand Bernaiche (Normand G. Bernaiche)

Municipal Officials		
Name	Position	Signature
John Kluge	Selectman	
Katherine Stewart	Selectman	
Meredith Smith	Selectman	

Preparers		
Name	Phone	Email
Julie Huntley	442-5406	jahuntley@enfield.nh.us
Julie Huntley	442-5406	jahuntley@enfield.nh.us

  
Preparer's Signature





**New Hampshire**  
Department of  
Revenue Administration

**2019**  
**MS-1**

Land Value Only		Acres	Valuation	
1A	Current Use RSA 79-A	13,309.33	\$903,906	
1B	Conservation Restriction Assessment RSA 79-B	127.16	\$9,589	
1C	Discretionary Easements RSA 79-C	0.00	\$0	
1D	Discretionary Preservation Easements RSA 79-D	0.00	\$0	
1E	Taxation of Land Under Farm StructuresRSA 79-F	0.00	\$0	
1F	Residential Land	6,248.10	\$228,657,500	
1G	Commercial/Industrial Land	474.45	\$16,534,800	
1H	Total of Taxable Land	20,159.04	\$246,105,795	
1I	Tax Exempt and Non-Taxable Land	5,006.20	\$14,871,800	
Buildings Value Only		Structures	Valuation	
2A	Residential		\$296,901,600	
2B	Manufactured Housing RSA 674:31		\$13,994,600	
2C	Commercial/Industrial		\$31,782,400	
2D	Discretionary Preservation Easements RSA 79-D	0	\$0	
2E	Taxation of Farm Structures RSA 79-F	0	\$0	
2F	Total of Taxable Buildings		\$342,678,600	
2G	Tax Exempt and Non-Taxable Buildings		\$15,967,400	
Utilities & Timber			Valuation	
3A	Utilities		\$7,988,300	
3B	Other Utilities		\$0	
4	Mature Wood and Timber RSA 79:5		\$0	
5	Valuation before Exemption		\$596,772,695	
Exemptions		Total Granted	Valuation	
6	Certain Disabled Veterans RSA 72:36-a	0	\$0	
7	Improvements to Assist the Deaf RSA 72:38-b V	0	\$0	
8	Improvements to Assist Persons with Disabilities RSA 72:37-a	0	\$0	
9	School Dining/Dormitory/Kitchen Exemption RSA 72:23-IV	0	\$0	
10A	Non-Utility Water & Air Pollution Control Exemption RSA 72:12	0	\$0	
10B	Utility Water & Air Polution Control Exemption RSA 72:12-a	0	\$0	
11	Modified Assessed Value of All Properties		\$596,772,695	
Optional Exemptions		Amount Per	Total Grant	Valuation
12	Blind Exemption RSA 72:37	\$15,000	2	\$30,000
13	Elderly Exemption RSA 72:39-a,b		21	\$1,151,700
14	Deaf Exemption RSA 72:38-b	\$0	0	\$0
15	Disabled Exemption RSA 72:37-b	\$50,000	9	\$450,000
16	Wood Heating Enerv Systems Exemption RSA 72:70		0	\$0
17	Solar Enerv Systems Exemption RSA 72:62		35	\$159,500
18	Wind Powered Enerv Systems Exemption RSA 72:66		0	\$0
19	Additional School Dining/Dorm/Kitchen Exemptions RSA 72:23		0	\$0
20	Total Dollar Amount of Exemptions			\$1,791,200
21A	Net Valuation			\$594,981,495
21B	Less TIF Retained Value			\$15,469,748
21C	Net Valuation Adjusted to Remove TIF Retained Value			\$579,511,747
21D	Less Commercial/Industrial Construction Exemption			
21E	Net Valuation Adjusted to Remove TIF Retained Value and Comm/Ind Construction Exe			\$579,511,747
22	Less Utilities			\$7,988,300
23A	Net Valuation without Utilities			\$586,993,195
23B	Net Valuation without Utilities, Adjusted to Remove TIF Retained Value			\$571,523,447



**New Hampshire**  
Department of  
Revenue Administration

**2019**  
**MS-1**

**Utility Value Appraiser**

New Hampshire Department of Revenue Administration

The municipality **DOES** use DRA utility values. The municipality **IS** equalized by the ratio.

Electric Company Name	Valuation
ENERGETIC ENTERPRISES INC	\$44,200
LIBERTY UTILITIES (GRANITE STATE ELECTRIC) CORP	\$7,491,500
NEW HAMPSHIRE ELECTRIC COOP	\$362,000
PSNH DBA EVERSOURCE ENERGY	\$90,600
	<b>\$7,988,300</b>



**New Hampshire**  
Department of  
Revenue Administration

**2019**  
**MS-1**

<b>Veteran's Tax Credits</b>	<b>Limits</b>	<b>Number</b>	<b>Est. Tax Credits</b>
Veterans' Tax Credit RSA 72:28	\$200	178	\$35,600
Surviving Spouse RSA 72:29-a	\$1,400	1	\$1,400
Tax Credit for Service-Connected Total Disability RSA 72:35	\$2,000	18	\$36,000
All Veterans Tax Credit RSA 72:28-b	\$200	0	\$0
Combat Service Tax Credit RSA 72:28-c	\$0	0	\$0
		<b>197</b>	<b>\$73,000</b>

**Deaf & Disabled Exemption Report**

<b>Deaf Income Limits</b>	
<b>Single</b>	\$0
<b>Married</b>	\$0

<b>Deaf Asset Limits</b>	
<b>Single</b>	\$0
<b>Married</b>	\$0

<b>Disabled Income Limits</b>	
<b>Single</b>	\$26,000
<b>Married</b>	\$36,000

<b>Disabled Asset Limits</b>	
<b>Single</b>	\$70,000
<b>Married</b>	\$70,000

**Elderly Exemption Report**

First-time Filers Granted Elderly  
Exemption for the Current Tax Year

<b>Age</b>	<b>Number</b>
<b>65-74</b>	0
<b>75-79</b>	3
<b>80+</b>	1

Total Number of Individuals Granted Elderly Exemptions for the Current Tax  
Year and Total Number of Exemptions Granted

<b>Age</b>	<b>Number</b>	<b>Amount</b>	<b>Maximum</b>	<b>Total</b>
<b>65-74</b>	3	\$46,000	\$138,000	\$138,000
<b>75-79</b>	8	\$69,000	\$552,000	\$507,500
<b>80+</b>	10	\$92,000	\$920,000	\$506,200
	<b>21</b>		<b>\$1,610,000</b>	<b>\$1,151,700</b>

<b>Income Limits</b>	
<b>Single</b>	\$26,000
<b>Married</b>	\$36,000

<b>Asset Limits</b>	
<b>Single</b>	\$70,000
<b>Married</b>	\$70,000

Has the municipality adopted Community Tax Relief Incentive? (RSA 79-E)

Granted/Adopted? Yes Structures: 0

Has the municipality adopted Taxation of Certain Chartered Public School Facilities? (RSA 79-H)

Granted/Adopted? No Properties:

Has the municipality adopted Taxation of Qualifying Historic Buildings? (RSA 79-G)

Granted/Adopted? No Properties:

Has the municipality adopted the optional commercial and industrial construction exemption? (RSA 72:76-78 or RSA 72:80-83)

Granted/Adopted? No Properties:

Percent of assessed value attributable to new construction to be exempted:

Total Exemption Granted:

Has the municipality granted any credits under the low-income housing tax credit tax program? (RSA 75:1-a)

Granted/Adopted? No Properties:

Assessed value prior to effective date of RSA 75:1-a:

Current Assessed Value:



**New Hampshire**  
Department of  
Revenue Administration

**2019**  
**MS-1**

<b>Current Use RSA 79-A</b>	<b>Total Acres</b>	<b>Valuation</b>
Farm Land	668.84	\$230,807
Forest Land	10,306.57	\$567,243
Forest Land with Documented Stewardship	1,929.70	\$96,914
Unproductive Land	43.70	\$970
Wet Land	360.52	\$7,972
	<b>13,309.33</b>	<b>\$903,906</b>

**Other Current Use Statistics**

Total Number of Acres Receiving 20% Rec. Adjustment	<b>Acres:</b>	5,565.49
Total Number of Acres Removed from Current Use During Current Tax Year	<b>Acres:</b>	0.14
Total Number of Owners in Current Use	<b>Owners:</b>	282
Total Number of Parcels in Current Use	<b>Parcels:</b>	386

**Land Use Change Tax**

Gross Monies Received for Calendar Year		\$26,994
Conservation Allocation	<b>Percentage:</b> 0.00%	<b>Dollar Amount:</b> \$0
Monies to Conservation Fund		\$0
Monies to General Fund		\$26,994

<b>Conservation Restriction Assessment Report RSA 79-B</b>	<b>Acres</b>	<b>Valuation</b>
Farm Land	8.10	\$2,106
Forest Land	118.66	\$7,476
Forest Land with Documented Stewardship	0.00	\$0
Unproductive Land	0.00	\$0
Wet Land	0.40	\$7
	<b>127.16</b>	<b>\$9,589</b>

**Other Conservation Restriction Assessment Statistics**

Total Number of Acres Receiving 20% Rec. Adjustment	<b>Acres:</b>	127.16
Total Number of Acres Removed from Conservation Restriction During Current Tax Year	<b>Acres:</b>	
Owners in Conservation Restriction	<b>Owners:</b>	1
Parcels in Conservation Restriction	<b>Parcels:</b>	1



**New Hampshire**  
Department of  
Revenue Administration

**2019**  
**MS-1**

Discretionary Easements RSA 79-C	Acres	Owners	Assessed Valuation
	0.00	0	\$0

Taxation of Farm Structures and Land Under Farm Structures RSA 79-F				
Number Granted	Structures	Acres	Land Valuation	Structure Valuation
0	0	0.00	\$0	\$0

Discretionary Preservation Easements RSA 79-D				
Owners	Structures	Acres	Land Valuation	Structure Valuation
0	0	0.00	\$0	\$0

Map	Lot	Block	%	Description
<i>This municipality has no Discretionary Preservation Easements.</i>				

Tax Increment Financing District	Date	Original	Unretained	Retained	Current
TIF District	3/12/2005	\$31,964,419	\$0	\$15,469,748	\$47,434,167
<i>Note: One structure was given tax/exempt status.</i>					

Revenues Received from Payments in Lieu of Tax	Revenue	Acres
State and Federal Forest Land, Recreational and/or land from MS-434, account 3356 and 3357	\$0.00	0.00
White Mountain National Forest only, account 3186	\$0.00	0.00

Payments in Lieu of Tax from Renewable Generation Facilities (RSA 72:74)	Amount
<i>This municipality has not adopted RSA 72:74 or has no applicable PILT sources.</i>	

Other Sources of Payments in Lieu of Taxes (MS-434 Account 3186)	Amount
<i>This municipality has no additional sources of PILTs.</i>	

Notes

## CURRENT USE

If you have 10 acres or more of undeveloped land you may be eligible for Current Use taxation. Deadline for application is April 15.

For information on properties that are accessible for limited recreation purposes please visit the Assessing Office at the Enfield Town Offices.

Please call the Assessor's Office for details at (603) 442-5406.

# Schedule of Town Real Property

As of April 1, 2019

Map Lot Sub Unit	Street Location	Acres	Land	Buildings	Total
0002 0053 00000 00000	RICE RD	0.750	38,500	0	38,500
0006 0008 00000 00000	FOLLENSBEE RD	0.280	22,800	0	22,800
0008 0013 00000 00000	NH RTE 4A	0.200	4,600	0	4,600
0008 0059 00000 00000	NH RTE 4A	0.500	5,400	0	5,400
0009 0010 00000 00000	GEORGE HILL RD	0.500	15,900	0	15,900
0009 0039 00000 00000	NH RTE 4A	1.000	900	1,500	2,400
0009 0045 00000 00000	GRAFTON POND RD	165.000	269,300	0	269,300
0009 0071 00000 00000	PALMER RD	0.050	9,800	0	9,800
0010 0005 00000 00000	254 NH RTE 4A	1.150	90,300	2,900	93,200
0010 0006 00000 00000	253 NH RTE 4A	0.500	114,900	0	114,900
0010 0007 00000 00000	249 NH RTE 4A	0.300	101,000	3,200	104,200
0011 0020 00004 00000	74 LOCKEHAVEN RD	27.300	252,700	1,353,700	1,606,400
0011 0044 00000 00000	491 NH RTE 4A	15.300	75,900	16,600	92,500
0012 0001 0000A 00000	ALGONQUIN RD	0.005	1,600	0	1,600
0012 0013 00006 00000	KLUGE RD	7.110	53,300	0	53,300
0012 0031 00000 00000	BOY'S CAMP RD	0.030	5,100	0	5,100
0013 0049 00000 00000	OAK HILL RD	50.440	40,700	0	40,700
0014 0003 0000A 00000	28 JOHNSTON DR	0.450	47,100	0	47,100
0014 0003 0000B 00000	30 JOHNSTON DR	0.450	98,000	16,900	114,900
0014 0004 00000 00000	JOHNSTON DR	0.600	256,300	0	256,300
0014 0006 00000 00000	JOHNSTON DR	0.090	104,100	0	104,100



Map Lot Sub Unit	Street Location	Acres	Land	Buildings	Total
0014 0047 00001 00000	185 US RTE 4	0.530	27,600	18,000	45,600
0014 0056 00000 00000	152 MAPLE ST	0.035	26,200	7,800	34,000
0015 0001 00000 00000	59 LOVEJOY BROOK RD	8.900	122,900	4,300	127,200
0015 0014 00000 00000	US RTE 4	30.000	83,800	0	83,800
0015 0072 00000 00000	39 LOCKEHAVEN RD	3.000	87,200	17,200	104,400
0016 0005 00000 00000	LOCKEHAVEN RD	1.320	26,100	0	26,100
0016 0018 00000 00000	MUD POND RD	20.000	53,500	0	53,500
0016 0020 00000 00000	CANAAN RD	10.000	44,800	0	44,800
0017 0008 00000 00000	LOCKEHAVEN RD	0.070	4,800	0	4,800
0021 0046 00000 00000	NH RTE 4A	0.200	33,000	0	33,000
0023 0030 00000 00000	NH RTE 4A	1.070	42,400	0	42,400
0025 0037 00000 00000	SHAKER HILL RD	12.100	77,000	0	77,000
0028 0038 00000 00000	SHAKER BLVD	0.194	5,400	0	5,400
0030 0016 0000A 00000	MOORE ST	0.060	200	0	200
0031 0007 0000A 00000	194 US RTE 4	2.000	14,100	0	14,100
0031 0009 00000 00000	OAK GROVE ST	0.053	10,400	0	10,400
0031 0014 00000 00000	MAIN ST	0.040	4,200	0	4,200
0031 0027 00000 00000	BLACKSMITH ALLEY	0.240	84,700	0	84,700
0031 0033 00000 00000	MAIN ST	0.170	81,200	2,000	83,200
0032 0012 00001 00000	4 PINE DR	0.078	95,600	29,400	125,000
0032 0044 00000 00000	MAIN ST	0.862	25,400	0	25,400
0032 0046 00000 00000	197 MAIN ST	1.450	108,200	0	108,200
0033 0018 00000 00000	259 US RTE 4	0.250	43,300	0	43,300
0033 0019 00000 00000	US RTE 4	0.163	37,000	0	37,000
0034 0036 00000 00000	19 MAIN ST	0.716	154,800	227,800	382,600
0034 0037 00000 00000	23 MAIN ST	0.471	148,400	734,000	882,400

Map Lot Sub Unit	Street Location	Acres	Land	Buildings	Total
0034 0048 00001 00000	18 DEPOT ST	0.000	0	59,500	59,500
0034 0054 00000 00000	25 UNION ST	0.482	134,500	304,600	439,100
0034 0057 00000 00000	UNION ST	0.790	55,700	0	55,700
0034 0060 00000 00000	7 SHEDD ST	1.240	173,000	61,200	234,200
0034 0061 00000 00000	15 SHEDD ST	0.969	142,100	90,400	232,500
0036 0011 00001 00000	MCCONNELL RD	0.220	124,700	460,000	584,700
0036 0014 00000 00000	31 MCCONNELL RD	2.200	54,600	20,100	74,700
0037 0035 00000 00000	308 US RTE 4	2.740	369,300	811,400	1,180,700
0039 0001 00000 00000	1044 NH RTE 4A	0.130	40,100	212,500	252,600
0039 0011 00000 00000	NH RTE 4A	0.380	4,400	0	4,400
0040 0015 00000 00000	1110 NH RTE 4A	0.324	64,700	216,000	280,700
0050 0018 00000 00000	GRAHAM RD	0.250	41,100	0	41,100
0051 0004 00000 00000	BEAR DR	1.300	10,000	0	10,000
0051 0043 00000 00000	HICKORY OVERLOOK	5.920	22,400	0	22,400
0051 0046 00000 00000	HICKORY OVERLOOK	1.510	20,100	0	20,100
0051 0050 00000 00000	HICKORY OVERLOOK	2.340	20,600	0	20,600
0051 0065 00000 00000	ROAD 'ROUND THE LAKE	1.000	13,200	0	13,200
0051 0115 00000 00000	CARDINAL PL	1.900	20,300	0	20,300
0051 0122 00000 00000	PAUL'S PLACE	1.460	30,100	0	30,100
<b>Totals</b>		<b>391.132</b>	<b>4,391,300</b>	<b>4,671,000</b>	<b>9,062,300</b>



---

## Tax Exempt Properties as of April 1, 2019

### Other than Town Owned Properties

---

Owner	Map Lot Sub Unit	Total
CHOSEN VALE INC	0022 0015 00000 00000	12,400
CHOSEN VALE INC	010A 0075 000A1 0000	1,340,500
CHOSEN VALE INC	010A 0075 000A2 0000	208,000
CHOSEN VALE INC	010A 0075 000A3 0000	330,700
CHOSEN VALE INC	010A 0075 000A4 0000	234,200
CHOSEN VALE INC	010A 0075 000A9 0000	256,500
CHOSEN VALE INC	010A 0075 00A10 0000	305,100
CHOSEN VALE INC.	0010 0004 00002 00000	333,500
DARTMOUTH COLLEGE TRUSTEES	0027 0013 0000A 0000	784,800
EASTMAN COMMUNITY ASSOCIATION	0051 0004 00000 00000	10,000
EASTMAN COMMUNITY ASSOCIATION	0051 0046 00000 00000	20,100
ENFIELD COMMUNITY CHURCH CORP	0031 0005 00000 00000	247,000
ENFIELD COMMUNITY CHURCH CORP	0031 0006 00000 00000	617,100
ENFIELD COMMUNITY CHURCH CORP	0031 0040 00000 00000	21,800
ENFIELD HISTORICAL SOCIETY INC	0039 0014 00000 00000	103,500
ENFIELD HISTORICAL SOCIETY INC	0047 0013 0000A 0000	69,000
ENFIELD VILLAGE ASSOCIATION	0034 0042 00000 00000	242,700
LASALETTE OF ENFIELD INC	0010 0004 00001 00000	1,289,100
LASALETTE OF ENFIELD INC	010A 0072 00000 0000	241,100
LASALETTE OF ENFIELD INC	010A 0073 00000 0000	714,100
LASALETTE OF ENFIELD INC	010A 0074 00000 0000	102,700
LIVING WATERS BIBLE CHURCH	0015 0084 0001A 0000	327,700
MASCOMA HEIGHTS ASSOC INC	0025 0015 00000 00000	8,400
MASCOMA VALLEY REG. SCHOOL DISTRICT	0015 0010 00000 00000	555,400
MASCOMA VALLEY REG. SCHOOL DISTRICT	0033 0021 00000 00000	1,837,900
NEW HAMPSHIRE, STATE OF	0003 0005 00000 00000	11,100
NEW HAMPSHIRE, STATE OF	0004 0005 00000 00000	152,900
NEW HAMPSHIRE, STATE OF	0006 0024 00001 00000	20,800
NEW HAMPSHIRE, STATE OF	0006 0026 00000 00000	2,539,100
NEW HAMPSHIRE, STATE OF	0006 0044 00000 00000	54,500
NEW HAMPSHIRE, STATE OF	0007 0002 00000 00000	75,200
NEW HAMPSHIRE, STATE OF	0007 0003 00000 00000	49,700
NEW HAMPSHIRE, STATE OF	0007 0010 00000 00000	218,400
NEW HAMPSHIRE, STATE OF	0008 0006 00000 00000	117,400
NEW HAMPSHIRE, STATE OF	0008 0017 00000 00000	103,500

<b>Owner</b>	<b>Map Lot Sub Unit</b>	<b>Total</b>
NEW HAMPSHIRE, STATE OF	0008 0060 00000 00000	20,900
NEW HAMPSHIRE, STATE OF	0008 0061 00000 00000	68,800
NEW HAMPSHIRE, STATE OF	0008 0064 00000 00000	85,500
NEW HAMPSHIRE, STATE OF	0008 0065 00000 00000	1,896,400
NEW HAMPSHIRE, STATE OF	0008 0066 00000 00000	18,100
NEW HAMPSHIRE, STATE OF	0009 0035 00000 00000	50,200
NEW HAMPSHIRE, STATE OF	0010 0003 00003 00000	90,100
NEW HAMPSHIRE, STATE OF	0010 0004 00000 00000	912,300
NEW HAMPSHIRE, STATE OF	0010 0009 00000 00000	69,100
NEW HAMPSHIRE, STATE OF	0022 0034 00000 00000	54,500
NEW HAMPSHIRE, STATE OF	0031 0018 00000 00000	7,300
NEW HAMPSHIRE, STATE OF	0031 0037 00000 00000	47,300
NEW HAMPSHIRE, STATE OF	0032 0043 00000 00000	45,900
NEW HAMPSHIRE, STATE OF	0032 0045 00000 00000	17,500
NEW HAMPSHIRE, STATE OF	0034 0048 00000 00000	105,500
NEW HAMPSHIRE, STATE OF	0036 0018 00000 00000	49,000
NEW HAMPSHIRE, STATE OF	0043 0008 00000 00000	128,400
NEW HAMPSHIRE, STATE OF	0044 0038 00000 00000	120,400
OAK GROVE CEMETERY ASSOC	0031 0007 00000 00000	132,100
ST HELENA'S CHURCH	0034 0025 00000 00000	429,900
ST HELENA'S CHURCH	0034 0026 00000 00000	320,100
UNION CHURCH	0039 0010 00000 00000	340,700
UNITED METHODIST CHURCH	0037 0033 00000 00000	256,600
UNITED METHODIST CHURCH	0037 0034 00000 00000	465,300
UPPER VALLEY HUMANE SOCIETY	0003 0004 00000 00000	1,133,700
UPPER VALLEY SNOWSPORTS FOUNDATION	0006 0030 00000 00000	565,000
VISIONS FOR CREATIVE HOUSING SOLUTIONS	0012 0011 00000 00000	837,200
WHALEBACK PROPERTY HOLDING TRUST	0006 0028 00000 00000	207,600
		<u>\$22,031,300</u>

---

## Five-Year Property Valuation History

---

Year	2015	2016	2017	2018	2019*
<b>Value</b>	537,824,264	543,592,734	549,317,095	550,614,336	594,981,495
<b>Median Ratio**</b>		99.3%	95.4%	95.2%	TBD
<b>% Inc. in Value</b>		1.07%	1.05%	.24%	8.06%

\*Revaluation Year

\*\* Median Ratio is the percentage of fair market value as determined by the State of New Hampshire, Department of Revenue Administration following a review of property sales within the municipality.

### 5-Year Property Valuation History



---

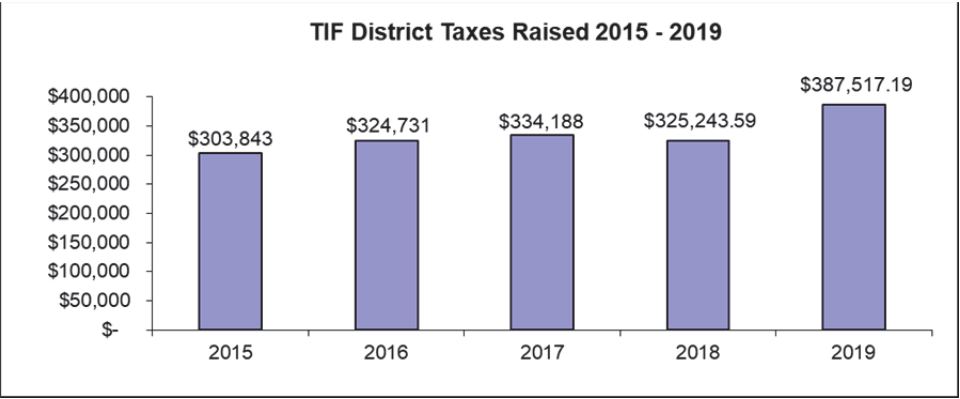
# 2019 Tax Increment Finance District Revenue

---

As of December 31, 2019

The Tax Increment Finance District was adopted on March 12, 2005  
and amended March, 14, 2009.

Original Assessed Value (as amended March 14, 2009)	\$32,099,356
Retained Captured Assessed Value	15,469,748
Current Assessed Value	<hr/> 47,569,104
Taxes Raised to be retained for the TIF District	\$387,517.19



---

## 3-Year TIF District Revenue History

---

	2017	2018	2019
Current Assessed Value	\$44,947,780	\$44,414,524	\$47,569,104
Taxes Raised to be Retained for the TIF District	\$334,187.50	\$325,243.59	\$387,517.19
Total Taxes Raised Since Inception	<hr/> \$ 2,948,788.37		

---

---

## Tax Increment Finance District

---

As of December 31, 2019

<b>Audited Balance as of 12/31/2018</b>		<b>\$1,057,641.67</b>
Plus Taxes Raised as of 12/31/2019:		<u>387,517.19</u>
Subtotal		\$1,445,158.86
Less Expenses:		
Debt Service:		
Principal Expense	77,736.49	
Interest Expense	<u>84,509.43</u>	
Total Debt Service	162,245.92	
Subtotal TIF District Expenses		<u>162,245.92</u>
<b>Un-Audited Balance of TIF Fund as of 12/31/2019</b>		<b>\$1,282,912.94</b>

## 2019 Debt Service

Fiscal Year Ending December 31, 2019

Loan Date	Maturity Date	Purpose	Beginning Principal Balance 1/1/2019	Principal Payments & *Loan Forgiveness	Interest Payments & *Fees	Total Payments	Ending Principal Balance 12/31/2019
2002	2021	Water SRF Loan 2.976% Interest Rate Funding: User Fees	32,272.29	*2,510.14 10,757.44	*645.45 637.70	14,550.73	19,004.71
2012	2030	Sewer Directional Bore Variable up to 3.744% Funding: 50/50			3,975.54		
2012	2022	Tax Levy/Sewer Fund Capital Lease DPW Vehicles 2.5% Interest Rate Funding: CIP Capital Reserves	198,777.01	14,114.80	1,717.43	19,807.77	184,662.21
2013	2043	Rt. 4 Sewer/Water Ext. 2.95% Interest Rate Funding: TIF Funds	128,951.55	31,053.84	3,223.79	34,277.63	97,897.71
2013	2024	Jones Hill Road 2.763% Interest Rate Funding: CIP CRF	2,787,814.38	80,005.40	82,240.52	162,245.92	2,707,808.98
			159,000.00	26,500.00	5,119.35	31,619.35	132,500.00

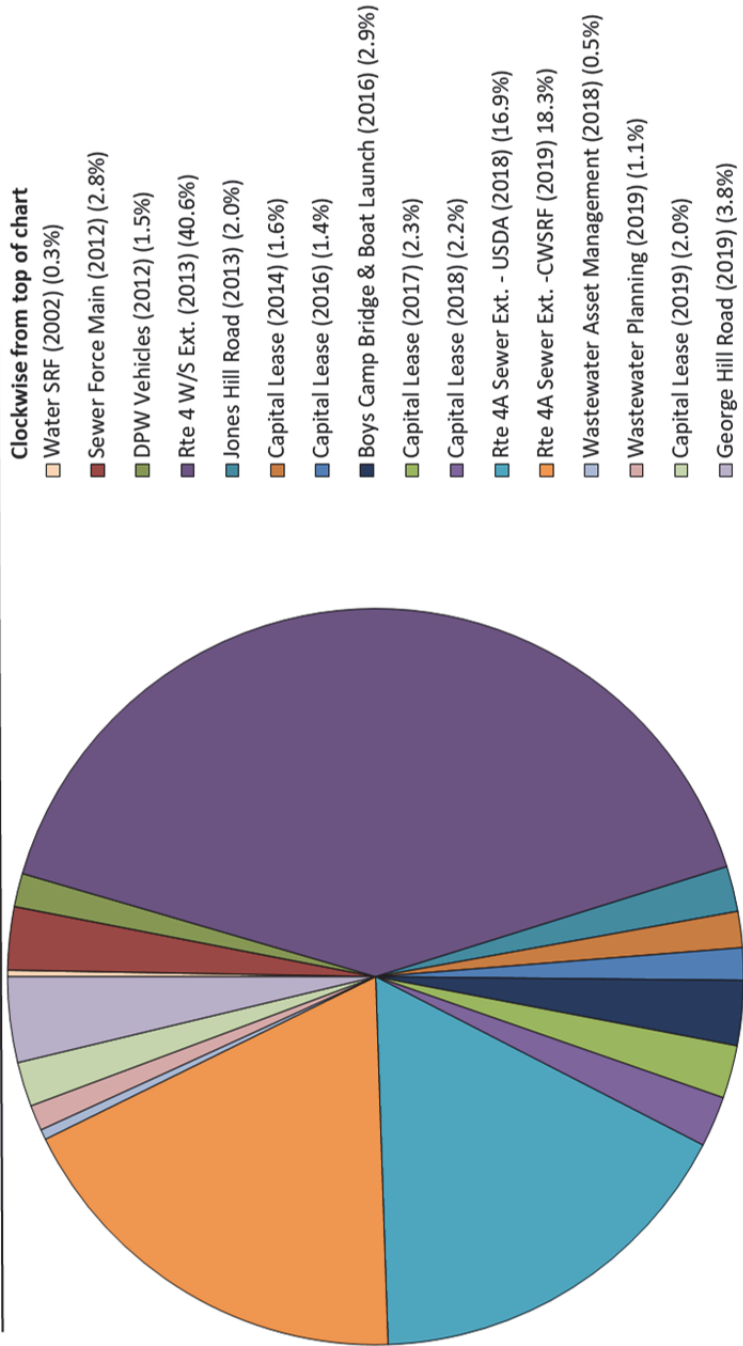
<b>Loan Date</b>	<b>Maturity Date</b>	<b>Purpose</b>	<b>Beginning Principal Balance 1/1/2019</b>	<b>Principal Payments &amp; *Loan Forgiveness</b>	<b>Interest Payments &amp; *Fees</b>	<b>Total Payments</b>	<b>Ending Principal Balance 12/31/2019</b>
2014	2024	Capital Lease DPW Vehicles/Cruiser 2.78% Interest Rate Funding: CIP CRF	125,162.84	19,457.03	3,479.53	22,936.56	105,705.81
2016	2023	Capital Lease DPW Vehicles/Cruisers 3.15% Interest Rate Funding: CIP CRF	130,404.92	35,926.72	4,108.38	40,035.10	94,478.20
2016	2030	Boys Camp Bridge & Mascoma Boat Launch 2.95% Interest Rate Funding: CIP CRF	204,627.41	14,509.92	5,961.68	20,471.60	190,117.49
2017	2027	Capital Lease DPW/Police/Fire/Water & Sewer Vehicles & Equip. 3.8% Interest Rate Funding: CIP CRF	177,862.30	22,978.93	6,758.77	29,737.70	154,883.37
2018	2046	Rt. 4A Sewer Ext. (USDA) 2.25% Interest Rate Funding: Sewer Betterment Assessments	1,156,857.00	30,799.00	25,857.00	56,656.00	1,126,058.01
2019	2037	Rt. 4A Sewer Ext. (CWSRF) 2.232% Interest Rate Funding: Sewer Betterment Assessments	1,515,146.66	298,523.52	28,370.26	326,893.78	1,216,623.14

Loan Date	Maturity Date	Purpose	Beginning Principal Balance 1/1/2019	Principal Payments & *Loan Forgiveness	Interest Payments & *Fees	Total Payments	Ending Principal Balance 12/31/2019
2018	2025	Capital Lease DPW Truck 3.96% Interest Rate Funding: CIP CRF	170,000.00	21,549.78	6,732.00	28,281.78	148,450.22
2018	2020	Wastewater Asset Mgmt <sup>(1)</sup> 2% Interest Rate Funding: Sewer User Fees	30,000.00	0	0	0	30,000.00
2019	2020	Wastewater Planning <sup>(1)</sup>	75,000.00	0	0	0	75,000.00
2019	2026	Capital Lease DPW Trucks	130,000.00	0	0	0	130,000.00
2019	2030	George Hill Rd. Reconst.	250,000.00	0	2,290.73	2,290.73	250,000.00
			<b>\$7,271,876.36</b>	<b>\$608,686.52</b>	<b>\$181,118.13</b>	<b>\$789,804.65</b>	<b>\$6,663,189.85</b>

<sup>(1)</sup> These loans have 100% principal forgiveness upon close of the loan.



Bonds & Notes Outstanding as of December 31, 2019



## Debt Service Payment Schedules

<b>Purpose:</b>	<b>2002 Water State Revolving Fund Loan</b>	
Loan Issued by	NH SRF	
Interest Rate	2.976%	
Source of Funding	User Fees	
Maturity Date	2021	
Original Amount	\$317,950.96	
Balance 12/31/2019	\$19,004.71	
<b>Scheduled Payments:</b>	<b>Loan Forgiveness &amp; Principal</b>	<b>Fees &amp; Interest</b>
2020	2,510.14	380.09
	9,502.37	375.53
2021	0	139.84
	6,992.20	137.17
<b>Total Payments:</b>	<b>\$19,004.71</b>	<b>\$1,032.63</b>

<b>Purpose:</b>	<b>2012 Sewer Force Main</b>	
Loan Issued by	ARRA/ NH SRF	
Interest Rate	2.864%	
Source of Funding	50/50 Tax Levy/User Fees	
Maturity Date	2030	
Original Amount	\$583,640.00 (\$291,820 after Principal Forgiveness)	
Balance 12/31/2019	\$184,662.21	
<b>Scheduled Payments:</b>	<b>Principal</b>	<b>Fees &amp; Interest</b>
2020	14,519.05	3,693.24
		1,595.48
2021	14,934.87	3,402.86
		1,470.04
2022	15,362.60	3,104.17
		1,341.00
2023	15,802.59	2,796.91
		1,208.27
2024	16,255.18	2,480.86
		1,071.73
2025	16,720.72	2,155.76
		931.29

<b>Purpose:</b>	<b>2012 Sewer Force Main</b>	
2026	17,199.61	1,821.34 786.82
2027	17,692.20	1,477.35 638.22
2028	18,198.90	1,123.51 485.36
2029	18,720.12	759.53 328.12
2030	19,256.37	385.13 166.38
<b>Total Payments:</b>	<b>\$184,662.21</b>	<b>\$33,223.37</b>

<b>Purpose:</b>	<b>2012 Capital Lease Public Works Vehicles</b>	
Loan Issued by	SunTrust	
Interest Rate	2.5%	
Source of Funding	CIP Capital Reserve Funds	
Maturity Date	2023	
Original Amount	\$300,000.00	
Balance 12/31/2019	\$97,897.71	
<b>Scheduled Payments:</b>	<b>Principal</b>	<b>Interest</b>
2020	31,830.19	2,447.44
2021	32,625.94	1,651.69
2022	33,441.58	836.05
<b>Total Payments:</b>	<b>\$97,897.71</b>	<b>\$4,935.18</b>

<b>Purpose:</b>	<b>2013 Route 4 Sewer &amp; Water Extension</b>	
Loan Issued by	Mascoma Bank	
Interest Rate	2.95%	
Source of Funding	TIF Fund	
Maturity Date	2043	
Original Amount	\$3,200,000.00	
Balance 12/31/2019	\$2,707,808.98	
<b>Scheduled Payments:</b>	<b>Principal</b>	<b>Interest</b>
2020	82,365.56	79,880.36
2021	84,583.15	77,662.77
2022	87,290.54	74,955.38

<b>Purpose:</b>	<b>2013 Route 4 Sewer &amp; Water Extension</b>	
2023	89,865.61	72,380.31
2024	92,516.65	69,729.27
2025	95,062.33	67,183.59
2026	98,050.23	64,195.69
2027	100,942.71	61,303.21
2028	103,920.52	58,325.40
2029	106,834.78	55,411.14
2030	110,137.80	52,108.12
2031	113,386.87	48,859.05
2032	116,731.78	45,514.14
2033	120,060.11	42,185.81
2034	123,717.14	38,528.78
2035	127,366.80	34,879.12
2036	131,124.12	31,121.80
2037	134,917.61	27,328.31
2038	138,972.35	23,273.57
2039	143,072.03	19,173.89
2040	147,292.66	14,953.26
2041	151,608.73	10,637.19
2042	156,110.25	6,135.67
2043	51,878.65	0
<b>Total Payments:</b>	<b>\$2,707,808.98</b>	<b>\$1,075,725.83</b>

<b>Purpose:</b>	<b>2013 Jones Hill Road Improvements</b>	
Loan Issued by	Mascoma Bank	
Interest Rate	2.763%	
Source of Funding	CIP Capital Reserve Funds	
Maturity Date	2024	
Original Amount	\$265,000.00	
Balance 12/31/2019	\$132,500.00	
<b>Scheduled Payments:</b>	<b>Principal</b>	<b>Interest</b>
2020	26,500.00	3,671.01
2021	26,500.00	2,928.78
2022	26,500.00	2,196.59
2023	26,500.00	1,464.39
2024	26,500.00	734.20
<b>Total Payments:</b>	<b>\$132,500.00</b>	<b>\$10,994.97</b>

<b>Purpose:</b>	<b>2014 Capital Lease DPW Vehicles &amp; Police Cruiser</b>	
Loan Issued by	SunTrust	
Interest Rate	2.78%	
Source of Funding	CIP Capital Reserve Funds	
Maturity Date	2024	
Original Amount	\$290,000.00	
Balance 12/31/2019	\$105,705.81	
<b>Scheduled Payments:</b>	<b>Principal</b>	<b>Interest</b>
2020	19,997.94	2,938.62
2021	20,553.88	2,382.68
2022	21,125.28	1,811.28
2023	21,712.56	1,224.00
2024	22,316.15	620.39
<b>Total Payments:</b>	<b>\$105,705.81</b>	<b>\$8,976.97</b>

<b>Purpose:</b>	<b>2016 Capital Lease DPW Vehicles &amp; Police Cruiser</b>	
Loan Issued by	Farmers State Bank	
Interest Rate	3.15%	
Source of Funding	CIP Capital Reserve Funds	
Maturity Date	2023	
Original Amount	\$199,000.00	
Balance 12/31/2018	\$94,478.20	
<b>Scheduled Payments:</b>	<b>Principal</b>	<b>Interest</b>
2020	37,058.58	2,976.52
2021	20,946.58	1,808.99
2022	21,606.49	1,149.08
2023	14,866.55	468.37
<b>Total Payments:</b>	<b>\$94,478.20</b>	<b>\$6,402.96</b>

<b>Purpose:</b>	<b>2016 Boys Camp Road Bridge &amp; Boat Launch</b>	
Loan Issued by	Mascoma Bank	
Interest Rate	2.95% Adjustable <sup>(1)</sup>	
Source of Funding	CIP Capital Reserve Funds	
Maturity Date	2030	
Original Amount	\$250,000.00	
Balance 12/31/2019	\$190,117.49	

<b>Purpose:</b>	<b>2016 Boys Camp Road Bridge &amp; Boat Launch</b>	
<b>Scheduled Payments:</b>	<b>Principal</b>	<b>Interest</b>
2020	14,843.08	5,628.52
2021	15,296.33	5,175.27
2022	15,747.57	4,724.03
2023	16,212.12	4,259.48
2024	16,680.02	3,791.58
2025	17,182.44	3,289.16
2026	17,689.32	2,782.28
2027	18,211.16	2,260.44
2028	18,743.67	1,727.93
2029	19,301.33	1,170.27
2030	20,210.45	600.88
<b>Total Payments:</b>	<b>\$190,117.49</b>	<b>\$35,409.84</b>

<b>Purpose:</b>	<b>2017 Capital Lease DPW/Police/Fire/Water &amp; Sewer Vehicles &amp; Equipment</b>	
Loan Issued by	Farmers State Bank	
Interest Rate	3.8%	
Source of Funding	CIP Capital Reserve Funds	
Maturity Date	2027	
Original Amount	\$200,000.00	
Balance 12/31/2019	\$154,883.37	
<b>Scheduled Payments:</b>	<b>Principal</b>	<b>Interest</b>
2020	23,852.13	5,885.57
2021	24,758.51	4,979.19
2022	16,102.60	4,038.36
2023	16,714.50	3,426.46
2024	17,349.65	2,791.31
2025	18,008.93	2,132.03
2026	18,693.27	1,447.69
2027	19,403.78	737.18
<b>Total Payments:</b>	<b>\$154,883.37</b>	<b>\$25,437.79</b>

<b>Purpose:</b>	<b>2018 Rt. 4A Sewer Extension <sup>(2)</sup></b>	
Loan Issued by	USDA	
Interest Rate	2.25%	
Source of Funding	User Assessments	
Maturity Date	2046	
Original Amount	\$1,172,000.00	
Balance 12/31/2019	\$1,126,058.01	
<b>Scheduled Payments:</b>	<b>Principal</b>	<b>Interest</b>
2020	31,495.87	25,160.13
2021	32,208.51	24,447.49
2022	32,937.28	23,718.72
2023	33,682.54	22,973.46
2024	34,444.66	22,211.34
2025	35,224.02	21,431.98
2026	36,021.02	20,634.98
2027	36,836.05	19,819.95
2028	37,669.52	18,986.48
2029	38,521.86	18,134.14
2030	39,393.47	17,262.53
2031	40,284.81	16,371.19
2032	41,196.32	15,459.68
2033	42,128.45	14,527.55
2034	43,081.67	13,574.33
2035	44,056.46	12,599.54
2036	45,053.31	11,602.69
2037	46,072.71	10,583.29
2038	47,115.18	9,540.82
2039	48,181.23	8,474.77
2040	49,271.41	7,384.59
2041	50,386.25	6,269.75
2042	51,526.32	5,129.68
2043	52,692.18	3,963.82
2044	53,884.42	2,771.58
2045	55,103.64	1,552.36
2046	27,588.84	310.37
<b>Total Payments:</b>	<b>\$1,126,058.01</b>	<b>\$374,897.21</b>

<b>Purpose:</b>	<b>2018 Rt. 4A Sewer Extension</b>	
Loan Issued by	NH CWSRF	
Interest Rate	2.232%	
Source of Funding	User Assessments	
Maturity Date	2038 <sup>(3)</sup>	
Original Amount	\$1,560,777.71	
Balance 12/31/2019	\$1,216,623.14	
<b>Scheduled Payments:</b>	<b>Principal</b>	<b>Interest</b>
2020	55,660.98	27,155.03
2021	56,903.34	25,912.67
2022	58,173.41	24,642.60
2023	59,471.85	23,344.16
2024	60,799.26	22,016.75
2025	62,156.29	20,659.72
2026	63,543.63	19,272.38
2027	64,961.92	17,854.09
2028	66,411.87	16,404.14
2029	67,894.19	14,921.82
2030	69,409.58	13,406.43
2031	70,958.80	11,857.21
2032	72,542.60	10,273.41
2033	74,161.75	8,654.26
2034	75,817.05	6,998.96
2035	77,509.28	5,306.73
2036	79,239.29	3,576.72
2037	81,008.05	1,808.10
<b>Total Payments:</b>	<b>\$1,216,623.14</b>	<b>\$274,065.18</b>



<b>Purpose:</b>	<b>2018 Capital Lease DPW Dump Truck</b>	
Loan Issued by	Farmers State Bank	
Interest Rate	3.96%	
Source of Funding	CIP Capital Reserve Funds	
Maturity Date	2025	
Original Amount	\$170,000.00	
Balance 12/31/2019	\$148,450.22	
<b>Scheduled Payments:</b>	<b>Principal</b>	<b>Interest</b>
2020	22,403.15	5,878.63
2021	23,290.32	4,991.46
2022	24,212.61	4,069.17
2023	25,171.43	3,110.35
2024	26,168.22	2,113.56
2025	27,204.49	1,077.29
<b>Total Payments:</b>	<b>\$148,450.22</b>	<b>\$21,240.46</b>

<b>Purpose:</b>	<b>2018 Wastewater Asset Management</b>	
Loan Issued by	NH CWSRF	
Interest Rate	2.0%	
Source of Funding	Sewer User Fees	
Maturity Date	2020	
Original Amount	\$30,000 (\$0 after 100% Principal Forgiveness)	
Balance 12/31/2019	\$0	
<b>Scheduled Payments:</b>	<b>Principal</b>	<b>Interest</b>
2020 (Estimated)		200.00
<b>Total Payments:</b>	<b>\$0</b>	<b>\$200.00</b>

<b>Purpose:</b>	<b>2019 Wastewater Planning</b>	
Loan Issued by	NH CWSRF	
Interest Rate	2.0%	
Source of Funding	Sewer User Fees	
Maturity Date	2020	
Original Amount	\$75,000 (\$0 after 100% Principal Forgiveness)	
Balance 12/31/2019	\$0	
<b>Scheduled Payments:</b>	<b>Principal</b>	<b>Interest</b>
2020 (Estimated)		800.00
<b>Total Payments:</b>	<b>\$0</b>	<b>\$800.00</b>

<b>Purpose:</b>	<b>2019 Capital Lease DPW Dump Truck</b>	
Loan Issued by	Farmers State Bank	
Interest Rate	3.86%	
Source of Funding	CIP Capital Reserve Funds	
Maturity Date	2026	
Original Amount	\$130,000.00	
Balance 12/31/2019	\$130,000.00	
<b>Scheduled Payments:</b>	<b>Principal</b>	<b>Interest</b>
2020	16,529.33	5,018.00
2021	17,167.36	4,379.97
2022	17,830.02	3,717.31
2023	18,518.26	3,029.07
2024	19,233.07	2,314.26
2025	19,975.46	1,571.87
2026	20,746.50	800.83
<b>Total Payments:</b>	<b>\$130,000.00</b>	<b>\$20,831.31</b>

<b>Purpose:</b>	<b>2019 George Hill Rd. Reconstruction</b>	
Loan Issued by	Mascoma Bank	
Interest Rate	3.25%	
Source of Funding	CIP Capital Reserve Funds	
Maturity Date	2025	
Original Amount	\$250,000.00	
Balance 12/31/2019	\$250,000.00	
<b>Scheduled Payments:</b>	<b>Principal</b>	<b>Interest</b>
2020	16,667.00	8,125.00
2021	16,667.00	7,583.32
2022	16,667.00	7,041.65
2023	16,667.00	6,499.97
2024	16,667.00	5,958.29
2025	16,667.00	5,416.61
2026	16,667.00	4,874.94
2027	16,667.00	4,333.26
2028	16,667.00	3,791.58
2029	16,667.00	3,249.90
2030	16,667.00	2,708.23
2031	16,667.00	2,166.55

<b>Purpose:</b>	<b>2019 George Hill Rd. Reconstruction</b>	
2032	16,667.00	1,624.87
2033	16,667.00	1,083.19
2034	16,662.00	541.52
<b>Total Payments:</b>	<b>\$250,000.00</b>	<b>\$64,998.88</b>

(1) Interest rate is adjustable in years 2021 and 2026. Debt service schedule reported here is based on current interest rate for the life of the loan.

(2) The USDA financing of this project includes a grant of approximately \$948,000.

(3) Because of a January 1 payment due date, the loan principal and interest payments due are initiated in December which will result in payoff one year ahead of official schedule (2037).

## Comparative Statement of Revenues

As of December 31, 2019

Source of Revenue	Budgeted Revenues	Actual Revenues	Difference
<b>General Fund (01)*</b>			
Taxes:			
Land Use Change Tax	12,500.00	9,327.50	(3,172.50)
Yield Taxes	6,000.00	3,019.16	(2,980.84)
Excavation Taxes	100.00	238.90	138.90
Int./Penalties: Delinq. Tax	62,500.00	87,920.06	25,420.06
<b>Total Taxes</b>	<b>81,100.00</b>	<b>100,505.62</b>	<b>19,405.62</b>
Licenses, Permits & Fees:			
Business Licenses & Permits	100.00	201.00	101.00
Motor Vehicle Permit Fees	1,025,000.00	1,058,989.93	33,989.93
Building Permit Income	13,000.00	14,013.70	1,013.70
Other:			
Dog Licenses	3,500.00	3,996.50	496.50
Marriage License Fees	1,000.00	1,284.00	284.00
Boat Registrations	7,500.00	5,803.50	(1,696.50)
Misc. Town Clerk Fees	1,000.00	1,480.80	480.80
Franchise Fees Collected	57,000.00	55,887.48	(1,112.52)
<b>Subtotal Other</b>	<b>70,000.00</b>	<b>68,452.28</b>	<b>(1,547.72)</b>
<b>Total Lic., Permits &amp; Fees</b>	<b>1,108,100.00</b>	<b>1,141,656.91</b>	<b>33,556.91</b>
State Sources:			
Rooms & Meals Tax	238,000.00	239,113.17	1,113.17
Highway Block Grant	146,000.00	147,624.56	1,624.56
Miscellaneous Revenue	0	54,834.35	54,834.35
From Other Governments	0	10,000.00	10,000.00
<b>Total State Sources</b>	<b>384,000.00</b>	<b>451,572.08</b>	<b>67,572.08</b>
Charges for Services:			
Income from Departments			
Town Offices	2,500.00	4,865.27	2,365.27
Cemeteries	1,000.00	2,400.00	1,400.00

Source of Revenue	Budgeted Revenues	Actual Revenues	Difference
Planning Board	5,000.00	3,970.55	(1,029.45)
Zoning Board	1,500.00	2,880.00	1,380.00
Police Department	2,500.00	2,932.09	432.09
Fire Department	0	164.51	164.51
Ambulance	35,000.00	62,995.06	27,995.06
Highway	2,000.00	1,672.70	(327.30)
Rubbish	17,000.00	13,921.95	(3,078.05)
Transfer Station Tickets	0	700.00	700.00
Recreation	21,000.00	14,056.06	(6,943.94)
Enfield Market	300.00	0	(300.00)
Old Home Days	3,500.00	3,305.00	(195.00)
Regional Recreation	34,000.00	25,559.90	(8,440.10)
<b>Subtotal Inc. from Depts.</b>	<b>125,300.00</b>	<b>139,423.09</b>	<b>14,123.09</b>
Other Charges	2,000.00	3,400.00	1,400.00
<b>Total Charges for Services</b>	<b>127,300.00</b>	<b>142,823.09</b>	<b>15,523.09</b>
Miscellaneous Revenues:			
Sale/Lease of Mun. Property	10,000.00	30,868.00	20,868.00
Interest on Investments	5,000.00	11,779.59	6,779.59
Other			
Rents of Property	7,000.00	10,275.00	3,275.00
Beach Parking	0	20.00	20.00
Ins. Dividends/Reimb	13,000.00	61,231.76	48,231.76
Other Revenue	500.00	5.00	(495.00)
Enfield Trail Maps	50.00	0	50.00
<b>Subtotal Other</b>	<b>20,550.00</b>	<b>71,531.76</b>	<b>51,081.76</b>
<b>Total Misc. Revenues</b>	<b>35,550.00</b>	<b>114,179.35</b>	<b>78,629.35</b>
Other Financing Sources:			
Transfer from Trust Funds	0	3,584.27	3,584.27
Proceeds Bonds/Notes	250,000.00	248,639.76	(1,360.24)
<b>Total Other Fin. Sources</b>	<b>250,000.00</b>	<b>252,224.03</b>	<b>2,224.03</b>
<b>Total General Fund (01)</b>	<b>\$1,986,050.00</b>	<b>\$2,202,961.08</b>	<b>\$216,911.08</b>

\*Exclusive of property tax revenue

Source of Revenue	Budgeted Revenues	Actual Revenues	Difference
<b>Water Fund (02)</b>			
State Sources:			
NHDES Water Study Grant	0	12,929.32	12,929.32
Charges for Services	222,447.00	274,402.08	51,955.08
Miscellaneous Revenue	0	236.50	236.50
<b>Total Water Fund (02)</b>	<b>\$222,447.00</b>	<b>\$287,567.90</b>	<b>\$65,120.90</b>
<b>Sewer Fund (03)</b>			
State Sources:			
CWSRF Wastewater Mgmt	0	47,781.87	47,781.87
Charges for Services	638,104.00	758,376.73	120,272.73
Miscellaneous Revenue	0	236.50	236.50
Interfund Operating Transfers			
Proceeds from Bonds/Notes	75,000.00	0	(75,000.00)
<b>Total Sewer Fund (03)</b>	<b>\$713,104.00</b>	<b>\$806,395.10</b>	<b>\$93,291.10</b>
<b>Grant Fund (04)</b>			
State Sources:			
DEA Grant	0	471.50	471.50
Police Grants	0	12,584.29	12,584.29
Miscellaneous Grants	0	25,403.00	25,403.00
<b>Total from State Sources</b>	<b>0</b>	<b>38,458.79</b>	<b>38,458.79</b>
Miscellaneous Sources:			
Regional Recreation	10,000.00	0	(10,000.00)
Emergency Services Grants	0	74,925.00	74,925.00
<b>Total Miscellaneous Sources:</b>	<b>10,000.00</b>	<b>74,925.00</b>	<b>64,925.00</b>
<b>Total Grant Fund (04)</b>	<b>\$10,000.00</b>	<b>\$113,383.79</b>	<b>\$103,383.79</b>

Source of Revenue	Budgeted Revenues	Actual Revenues	Difference
<b>Capital Projects Fund (05)</b>			
From Federal Gov't	0	27,787.72	27,787.72
State Sources	0	7,444.38	7,448.38
Charges for Services			
LVC Betterment Revenue		158,666.85	
SLC Betterment Revenue		30,244.17	
<b>Total Charges for Services<sup>(1)</sup></b>	<b>135,869.00</b>	<b>188,911.02</b>	<b>53,042.02</b>
Miscellaneous Sources			
Interest on Sewer Ext. Acct	0	2,715.36	2,715.36
<b>Total Cap. Proj. Fund (05)</b>	<b>\$135,869.00</b>	<b>\$226,858.48</b>	<b>\$90,993.48</b>
<sup>(1)</sup> Budgeted revenue source not broken out			
<b>Total TIF Fund (06)</b>	<b>\$162,247.00</b>	<b>162,245.92</b>	<b>(1.08)</b>
<b>Grand Total All Funds</b>	<b>\$3,229,717.00</b>	<b>\$3,799,412.27</b>	<b>\$569,699.27</b>

---

## Summary of Receipts

---

As of December 31, 2019

	2018	2019
<b>General Fund (01)</b>		
Taxes Collected & Remitted*	4,241,000.09	4,264,058.55
Licenses Permits & Fees	1,106,284.33	1,141,656.91
From Federal Government	79,740.30	0
From State of NH & Other Gov't	384,379.28	451,572.08
Charges for Services	149,547.64	142,823.09
Miscellaneous	57,072.90	114,179.35
Operating Transfers In	253.82	252,224.03
<b>Total General Fund (01)</b>	<b>6,018,024.54</b>	<b>6,366,514.01</b>

### Water Fund (02)

From State of NH	0	12,929.32
Charges for Services	166,161.63	274,402.08
Miscellaneous Sources	0	236.50
<b>Total Water Fund (02)</b>	<b>166,161.63</b>	<b>287,567.90</b>

### Sewer Fund (03)

From State of NH	0	47,781.87
Charges for Services	567,234.70	758,376.73
Miscellaneous Sources	0	236.50
<b>Total Sewer Fund (03)</b>	<b>567,234.70</b>	<b>806,395.10</b>

\*2019 Property Taxes exclude School and County tax collections



	2018	2019
<b>Grant Fund (04)</b>		
From State of NH	30,814.55	38,458.79
Miscellaneous Sources	25,000.00	74,925.00
<b>Total Grant Fund (04)</b>	<b>55,814.55</b>	<b>113,383.79</b>
<b>Capital Projects Fund (05)</b>		
From Federal Government	2,084,767.90	27,787.72
From State of NH	9,177.24	7,444.38
Charges for Services	178,394.15	188,911.02
Miscellaneous Sources	11,339.02	2,715.36
<b>Total Capital Projects Fund (05)</b>	<b>2,283,678.31</b>	<b>226,858.48</b>
<b>TIF District Fund (06)</b>		
TIF Revenues from Property Taxes	325,243.59	387,517.19
<b>Total TIF District Fund (06)</b>	<b>325,243.59</b>	<b>387,517.19</b>
<b>Total Receipts from all Sources:*</b>	<b>\$9,416,205.32</b>	<b>\$8,188,236.47</b>

\*Exclusive of School and County tax collections

---

## Detailed Statement of Receipts

---

As of December 31, 2019

	2018	2019
<b><u>General Fund (01)</u></b>		
<b>Taxes:</b>		
Property Tax*	4,146,887.04	4,185,419.75
Refunds/Overpayments	0	(4,068.60)
Overlay/Abatements	(27,038.07)	(17,798.22)
Land Use Change Tax	27,140.00	9,327.50
Timber Tax Yield Taxes	5,039.54	3,019.16
Excavation Activity Tax	4.96	238.90
Interest/Penalties on Delinquent Taxes	88,966.62	87,920.06
<b>Total Taxes</b>	<b>4,241,000.09</b>	<b>4,264,058.55</b>
<b>Licenses, Permits &amp; Fees:</b>		
Business Licenses & Permits	122.00	201.00
Motor Vehicle Permit Fees	1,024,721.75	1,058,989.93
Building Permits	12,392.30	14,013.70
Dog Licenses	2,682.72	3,996.50
Marriage Licenses	997.00	1,284.00
Boat Registrations	6,549.22	5,803.50
Miscellaneous Town Clerk Fees	2,033.56	1,480.80
Pole Licensing Fee	10.00	0
Franchise Fees Collected	56,775.78	55,887.48
<b>Total Licenses, Permits &amp; Fees</b>	<b>1,106,284.33</b>	<b>1,141,656.91</b>
<b>From Federal Government:</b>		
FEMA	79,740.30	0
<b>From State of New Hampshire:</b>		
State Rooms & Meals Tax	238,830.48	239,113.17
State Highway Block Grant	145,548.80	147,624.56
Miscellaneous	0	54,834.35
From Other Governments	0	10,000.00
<b>Total From State of New Hampshire</b>	<b>384,379.28</b>	<b>451,572.08</b>

\* 2019 Property Taxes exclude School and County tax collections

	2018	2019
<b>Charges for Services:</b>		
Income from Departments		
Town Offices	2,794.00	4,865.27
Cemeteries	1,400.00	2,400.00
Planning Board	5,468.00	3,970.55
Zoning Board	2,384.00	2,880.00
Police Department	8,049.72	2,932.09
Fire Department	0	164.51
Ambulance	23,039.13	62,995.06
Highway	1,515.71	1,672.70
Sanitation/Rubbish/Recycling	16,242.53	13,921.95
Enfield Transfer Station Tickets	0	700.00
Recreation	15,334.15	14,056.06
Farmers Market	153.00	0
Old Home Days	3,201.00	3,305.00
Regional Recreation	33,335.50	25,559.90
General Fund/Miscellaneous	36,630.90	3,400.00
<b>Total Charges for Services</b>	<b>149,547.64</b>	<b>142,823.09</b>
<b>Miscellaneous:</b>		
Sale/Lease of Municipal Property	37,876.98	30,868.00
Interest on Investments	9,278.88	11,779.59
Rent of Municipal Property	7,800.00	10,275.00
Beach Parking	2.00	20.00
Insurance Dividends/Reimbursements	1,697.22	61,231.76
Human Services Contributions/Rev.	118.00	0
Other Revenue	0	5.00
Miscellaneous Revenues	46.00	0
<b>Total Miscellaneous</b>	<b>57,072.90</b>	<b>114,181.35</b>
<b>Operating Transfers In:</b>		
Transfers from Trust Funds	253.82	3,584.27
Other Long-Term Financial Sources	0	248,639.76
<b>Total Operating Transfers In</b>	<b>253.82</b>	<b>252,224.03</b>
<b>Total General Fund (01)</b>	<b>\$6,018,024.54</b>	<b>\$6,366,514.01</b>

	2018	2019
<b>Water Fund (02)</b>		
<b>From State of New Hampshire:</b>		
NHDES Water Study Grant	0	12,929.32
<b>Revenues from Enterprise Funds:</b>		
User Fees	157,452.44	272,386.19
Late Fees	8,709.19	2,015.89
<b>Total From Enterprise Funds</b>	<b>166,161.63</b>	<b>274,402.08</b>
<b>Miscellaneous Revenue</b>	<b>0</b>	<b>236.50</b>
<b>Total Water Fund (02)</b>	<b>\$166,161.63</b>	<b>\$287,567.90</b>

<b>Sewer Fund (03)</b>		
<b>From State of New Hampshire:</b>		
CWSRF Wastewater Management	0	47,781.87
<b>Revenues from Enterprise Funds:</b>		
User Fees	545,702.54	753,876.73
Late Fees	16,507.16	0
Sewer Hookup Fee	5,025.00	4500.00
<b>Total Revenues from Enterprise Funds</b>	<b>567,234.70</b>	<b>758,376.73</b>
<b>Miscellaneous Revenue</b>	<b>0</b>	<b>236.50</b>
<b>Total Sewer Fund (03)</b>	<b>\$567,234.70</b>	<b>\$806,395.10</b>

<b>Grant Fund (04)</b>		
<b>State Grants &amp; Reimbursements:</b>		
DEA Grant	14,000.00	471.50
Police Grants	11,814.55	12,584.29
State of NH Misc. Grants	5,000.00	25,403.00
Emergency Services Grant	0	74,925.00
<b>Total State Grants &amp; Reimbursements:</b>	<b>30,814.55</b>	<b>113,383.79</b>

	2018	2019
<b>Miscellaneous Revenues:</b>		
Regional Recreation Grant	25,000.00	0
<b>Total Grant Fund (04)</b>	<b>\$55,814.55</b>	<b>\$113,383.79</b>

### Capital Projects Fund (05)

<b>Payments from Other Governments:</b>		
USDA Rte. 4A Sewer Extension	2,084,767.90	27,787.72
CWSRF–DES Rte. 4A Sewer Ext.	9,177.24	7,444.38
<b>Total Payments from Other Gov'ts:</b>	<b>2,093,945.14</b>	<b>35,232.10</b>
<b>Betterment Assessment Revenue:</b>		
Lakeview Betterment Assessments	149,916.18	158,666.85
Shaker Landing Betterment Assess.	28,477.97	30,244.17
<b>Total Betterment Assessment Revenue:</b>	<b>178,394.15</b>	<b>188,911.02</b>
<b>Interest Earned on Deposits</b>	<b>11,339.02</b>	<b>2,715.36</b>
<b>Total Capital Projects Fund (05)</b>	<b>\$2,283,678.31</b>	<b>\$226,858.48</b>

### TIF District Fund (06)

<b>Property Taxes: TIF Revenues</b>	<b>325,243.59</b>	<b>387,517.19</b>
<b>Total TIF District Fund (06)</b>	<b>\$325,243.59</b>	<b>\$387,517.19</b>
<b>Total Receipts From All Sources:*</b>	<b>\$9,416,205.32</b>	<b>\$8,188,236.47</b>

\*Excludes School and County tax collections

---

## Comparative Statement of Appropriations & Expenditures

---

As of December 31, 2019

Title of Appropriations	Appropriation	Expenditure	Difference
<b>General Fund (01)</b>			
Executive Office	209,167.00	210,017.64	(850.64)
Election, Reg. & Vital Stats	82,248.00	82,825.03	(577.03)
Financial Administration	308,840.00	259,298.61	49,541.39
Revaluation	40,000.00	45,186.00	(5,186.00)
Legal Expense	21,000.00	12,205.21	8,794.79
Personnel Administration	1,159,157.00	1,027,099.12	132,057.88
Planning & Zoning	95,716.00	75,605.39	20,110.61
Gen. Gov't. Bldgs & Grounds	175,100.00	160,802.70	14,297.30
Cemeteries	7,100.00	3,414.77	3,685.23
Insurance	46,796.00	42,819.05	3,976.95
Other General Government	27,000.00	40,500.00	(13,500.00)
Police Department	732,249.00	701,357.57	30,891.43
Ambulance	156,450.00	140,654.95	15,795.05
Fire Department	136,462.00	111,098.84	25,363.16
Building Inspection	87,315.00	87,472.20	(157.20)
Emergency Management	2,500.00	0	2,500.00
Dispatch Services	81,500.00	80,808.02	691.98
Highway Administration	629,159.00	585,216.20	43,942.80
Highways & Streets	581,500.00	606,989.80	(25,489.80)
Street Lighting	28,000.00	31,275.97	(3,275.97)
Sanitation Administration	43,666.00	35,133.25	8,532.75
Solid Waste Collection	334,500.00	319,463.02	15,036.98
Solid Waste Disposal	143,100.00	132,634.22	10,465.78
Health Department	250.00	191.11	58.89
Animal Control Expense	2,000.00	2,000.00	0
Human Services Admin.	15,193.00	13,839.34	1,353.66
Human Services Direct Assist.	21,100.00	5,169.40	15,930.60
Intergov't Welfare Payments	38,665.00	38,665.00	0
Parks & Recreation	105,184.00	68,064.22	37,119.78
Library	178,876.00	162,427.51	16,448.49
Patriotic Purposes	750.00	579.30	170.70
Other Culture & Recreation	5,760.00	4,101.18	1,658.82
Conservation Commission	2,665.00	4,029.76	(1,364.76)
Economic Development	195.00	196.00	(1.00)
Debt Service	9,906.00	13,425.04	(3,519.04)

<b>Title of Appropriations</b>	<b>Appropriation</b>	<b>Expenditure</b>	<b>Difference</b>
Capital Outlay	275,000.00	361,180.98	(86,180.98)
Transfer to Capital Reserve	422,168.00	422,168.00	0
Transfer to Expendable Trusts	25,000.00	25,000.00	0
<b>Total General Fund</b>	<b>\$6,231,237.00</b>	<b>\$5,912,914.40</b>	<b>\$318,322.60</b>
<b>Water Fund (02)</b>			
Personnel Administration	41,730.00	35,907.40	5,822.60
Water Administration	92,341.00	95,668.10	(3,327.10)
Water Fund Services	49,700.00	43,578.43	6,121.57
Debt Service	13,676.00	13,676.16	(.16)
Capital Outlay	0	12,405.37	(12,405.37)
Transfers to Capital Reserve	25,000.00	50,000.00	(25,000.00)
<b>Total Water Fund</b>	<b>\$222,447.00</b>	<b>\$251,235.46</b>	<b>(\$28,788.46)</b>
<b>Sewer Fund (03)</b>			
Personnel Administration	29,926.00	24,551.21	5,374.79
Sewer Administration	62,639.00	62,771.30	(132.30)
Sewer Collection & Disposal	533,400.00	512,369.85	21,030.15
Debt Service	12,139.00	11,539.46	599.54
Capital Outlay	75,000.00	74,370.86	629.14
<b>Total Sewer Fund</b>	<b>\$713,104.00</b>	<b>\$685,602.68</b>	<b>\$27,501.32</b>
<b>Grant Fund (04)</b>			
Personnel Administration	0	1,186.95	(1,186.95)
Police Grants	0	16,189.80	(16,189.80)
Other Grants	10,000.00	10,000.00	0
<b>Total Grant Fund<sup>(1)</sup></b>	<b>\$10,000.00</b>	<b>\$27,376.75</b>	<b>(\$17,376.75)</b>
<b>Capital Projects Fund (05)</b>			
Legal Expenses	0	6,795.69	(6,795.69)
Debt Service	135,869.00	139,472.01	(3,603.01)
Route 4A Sewer Extension	0	50462.67	(50,462.67)
Shaker Landing Sewer Ext.	0	9,039.41	(9,039.41)
<b>Total Capital Projects Fund<sup>(2)</sup></b>	<b>\$135,869.00</b>	<b>\$205,769.78</b>	<b>(\$69,900.78)</b>
<b>TIF District Fund (06)</b>			
Debt Service	162,247.00	162,245.92	1.08
<b>Total TIF District Fund</b>	<b>\$162,247.00</b>	<b>\$162,245.92</b>	<b>\$1.08</b>
<b>Total All Funds</b>	<b>\$7,474,904.00</b>	<b>\$7,245,144.99</b>	<b>\$229,759.01</b>

<sup>(1)</sup> Offset by grant revenues

<sup>(2)</sup> Offset by betterment assessments

---

## Summary of Payments

---

As of December 31, 2019

**General Fund (01)**

	2018	2019
<b>General Government:</b>		
Executive Office	210,087.22	210,017.64
Election, Registration & Vital Statistics	95,011.38	82,825.03
Financial Administration (& Technology)	267,353.62	259,298.61
Revaluation	33,000.00	45,186.00
Legal Expense	21,764.65	12,205.21
Personnel Administration	995,994.48	1,027,099.12
Planning & Zoning	90,590.55	75,585.39
General Gov't Buildings & Grounds	152,867.07	160,802.70
Cemeteries	6,354.39	3,414.77
Property-Liability Insurance	48,253.00	42,819.05
Other General Government	25,500.00	40,500.00
<b>Total General Government</b>	<b>1,946,776.36</b>	<b>1,959,753.52</b>
<b>Public Safety:</b>		
Police Department	677,371.28	701,357.57
Ambulance	114,734.90	140,654.95
Fire Department	96,532.38	111,098.84
Building Inspection	78,019.81	87,472.20
Dispatch Services	81,069.51	80,808.02
<b>Total Public Safety</b>	<b>1,047,727.88</b>	<b>1,121,391.58</b>
<b>Highways &amp; Grounds:</b>		
Highway Administration	579,575.08	585,216.20
Highways & Streets	559,754.90	606,989.80
<b>Total Highways &amp; Grounds</b>	<b>1,139,329.98</b>	<b>1,192,206.00</b>
<b>Street Lighting:</b>	<b>29,572.10</b>	<b>31,275.97</b>



	2018	2019
<b>Sanitation:</b>		
Sanitation Administration	40,934.61	35,133.25
Solid Waste Collection	287,906.35	319,463.02
Solid Waste Disposal	119,071.48	132,634.22
<b>Total Sanitation</b>	<b>447,912.44</b>	<b>487,230.49</b>
<b>Health &amp; Human Services:</b>		
Health	203.24	191.11
Animal Control Expense	2,000.00	2,000.00
Human Services Administration	12,142.16	13,839.34
Human Services Direct Assistance	15,895.92	5,169.40
Intergovernmental Welfare Payments	37,012.00	38,665.00
<b>Total Health &amp; Human Services</b>	<b>67,253.32</b>	<b>59,864.85</b>
<b>Culture, Recreation &amp; Conservation:</b>		
Parks & Recreation	72,989.34	68,064.22
Library	159,205.74	162,427.51
Patriotic Purposes	685.06	579.30
Other Culture & Recreation	3,920.72	4,101.18
Conservation Commission	1,658.39	4,029.76
<b>Total Cultural, Rec. &amp; Conservation</b>	<b>238,459.25</b>	<b>239,201.97</b>
<b>Economic Development:</b>	<b>195.00</b>	<b>196.00</b>
<b>Debt Service:</b>	<b>9,903.88</b>	<b>13,425.04</b>
<b>Capital Outlay:</b>		
Land & Improvements	3,400.00	375.60
Machinery, Vehicles & Equipment	0	1,684.75
Buildings	8,770.46	(5,543.50)
Improvements: Other	85,280.50	364,664.13
<b>Total Capital Outlay</b>	<b>97,450.96</b>	<b>361,180.98</b>
<b>Miscellaneous:</b>	<b>322,368.00</b>	<b>447,168.00</b>
<b>Payments to other Governments:</b>	<b>9,752,553.41</b>	<b>10,457,103.52</b>
<b>Total General Fund (01)</b>	<b>\$15,099,502.68</b>	<b>\$16,369,997.92</b>

---

	<b>2018</b>	<b>2019</b>
<b><u>Water Fund (02)</u></b>		
<b>Personnel Administration:</b>	<b>32,289.28</b>	<b>35,907.40</b>
<b>Water Distribution &amp; Treatment:</b>		
Water Administration	78,803.95	95,668.10
Water Operations	26,240.48	43,578.43
<b>Total Water Distribution &amp; Treatment</b>	<b>105,044.43</b>	<b>139,246.53</b>
<b>Debt Service:</b>	<b>13,438.08</b>	<b>13,676.16</b>
<b>Capital Outlay:</b>		
Improvements: Other:	<b>0</b>	<b>12,405.37</b>
<b>Miscellaneous:</b>	<b>25,000.00</b>	<b>50,000.00</b>
<b>Total Water Fund (02)</b>	<b>\$176,295.79</b>	<b>\$251,235.46</b>

---

<b><u>Sewer Fund (03)</u></b>		
<b>Personnel Administration:</b>	<b>23,600.91</b>	<b>24,561.21</b>
<b>Sanitation:</b>		
Sanitation Administration	51,572.39	62,771.30
Sewer Operations	427,951.03	512,369.85
<b>Total Sanitation</b>	<b>479,523.42</b>	<b>575,141.15</b>
<b>Debt Service:</b>	<b>9,903.89</b>	<b>11,539.46</b>
<b>Capital Outlay:</b>		
Improvements: Other:	<b>0</b>	<b>74,370.86</b>
<b>Total Sewer Fund (03)</b>	<b>\$513,028.22</b>	<b>\$685,602.68</b>

---

---

	<b>2018</b>	<b>2019</b>
<b><u>Grant Fund (04)</u></b>		
<b>General Government:</b>		
<b>Personnel Administration</b>	<b>3,067.23</b>	<b>1,186.95</b>
<b>Public Safety: Police Department</b>	<b>23,428.49</b>	<b>16,189.80</b>
<b>Parks &amp; Recreation:</b>	<b>18,769.70</b>	<b>10,000.00</b>
<b>Other Grants:</b>	<b>105,459.36</b>	<b>0</b>
<b>Total Grant Fund (04)</b>	<b>\$150,724.78</b>	<b>\$27,376.75</b>

---

<b><u>Capital Projects Fund (05)</u></b>		
<b>Legal Services:</b>	<b>21,603.36</b>	<b>6,795.69</b>
<b>Debt Service</b>	<b>1,011,144.01</b>	<b>139,472.01</b>
<b>Capital Outlay: Improvements: Other:</b>	<b>1,444,009.95</b>	<b>59,502.08</b>
<b>Total Cap. Proj. Fund (05)</b>	<b>\$2,476,757.32</b>	<b>\$205,769.78</b>

---

<b><u>TIF District Fund (06)</u></b>		
<b>Debt Service</b>	<b>162,245.92</b>	<b>162,245.92</b>
<b>Capital Outlay: Improvements: Other</b>	<b>4,875.00</b>	<b>0</b>
<b>Total TIF District Fund (06)</b>	<b>\$167,120.92</b>	<b>\$162,245.92</b>

---

<b>Total Payments – All Funds:</b>	<b>\$18,583,429.71</b>	<b>\$17,702,228.51</b>
------------------------------------	------------------------	------------------------

---

---

## Detailed Statement of Payments

---

As of December 31, 2019

**General Fund (01)**

**General Government**

	<b>2018</b>	<b>2019</b>
<b>Executive Office:</b>		
Selectmen's Salaries	9,000.00	9,000.00
Telephone/Communications	2,120.14	1,663.17
Meeting/Hearing Records	1,152.00	1,921.50
Employee Search Services	6,124.97	0
Internet	4,887.76	4,887.76
Recruiting/Public Information	1,046.62	973.26
Printing	12,190.04	5,347.09
Dues	4,603.00	9,732.00
Travel	1,280.66	874.38
Office Supplies	931.53	1,357.98
Postage	597.76	302.06
Law Books/References	513.05	183.90
Miscellaneous	1,056.45	501.97
New Equipment	499.97	2,318.04
Professional Development	2,940.32	3,700.04
Executive Personnel	157,955.53	164,855.47
Moderator & Asst. Moderator	2,102.42	1,314.02
Town Meeting	1,085.00	1,085.00
<b>Total Executive Office</b>	<b>210,087.22</b>	<b>210,017.64</b>
<b>Election, Registration &amp; Vital Statistics:</b>		
Town Clerk Salary	47,889.94	53,548.25
Deputy Town Clerk Salary	21,781.29	13,621.78
Telephone/Communications	428.83	320.75
Recruiting/Public Information	159.28	0
Dues	40.00	0
Travel	239.25	223.88
Office Supplies	2,144.04	965.38
Postage	2,172.20	2,005.66
Repairs & Service Contracts	10,992.20	5,971.00

	2018	2019
<b>Election, Reg. &amp; Vital Stats., continued</b>		
Professional Development	150.00	863.00
Supervisors of the Checklist	3,441.99	3,441.99
Ballot Clerks	1,784.23	741.76
Election Expenses	2,498.13	1,121.58
Ballots & Checklists	1,290.00	0
<b>Total Election, Reg. &amp; Vital Stats.</b>	<b>95,011.38</b>	<b>82,825.03</b>
<b>Financial Administration:</b>		
Financial Personnel	111,061.59	113,532.22
Contracted Services	250.00	0
Overtime – Finance	0	328.30
Bank Fees	213.29	29.09
Telephone/Communications	1,194.15	737.66
Dues	95.00	85.00
Travel	163.50	821.42
Printed Forms	3,643.44	4,439.64
Office Supplies	3,694.00	6,555.01
Postage	8,147.01	4,467.40
Repairs & Service Contracts	7,412.31	18,781.13
Miscellaneous	6.29	280.00
New Equipment	1,792.86	151.92
Professional Development	280.00	315.00
Audit	20,300.00	22,364.00
Transfers/Deeds	1,232.99	2,100.70
Tax Mapping	5,900.00	6,700.00
Travel – Assessing	445.03	527.80
Professional Development–Assessing	75.00	0
Tax Collector Salary	39,921.84	38,868.63
Overtime – Tax Collector	248.72	183.02
Travel – Tax Collector	82.84	0
Prof. Development–Tax Collector	25.00	76.00
Treasurer Salary	9,383.02	9,345.02
Town Office Hardware & Software	7,222.23	5,685.92
DPW Hardware & Software	200.00	3,020.00
Police Hardware & Software	130.00	0
Miscellaneous Technology	0	259.99
Library Hardware	1,000.00	2,500.00
Repairs & Service Contracts	14,162.00	15,101.70

	2018	2019
<b>Financial Administration, continued:</b>		
Trustee of Trust Funds	1,578.77	1,443.61
Budget Committee	454.67	600.43
<b>Total Financial Administration</b>	<b>240,315.55</b>	<b>259,298.61</b>
<b>Revaluation: Contracted Services:</b>	<b>33,000.00</b>	<b>45,186.00</b>
<b>Legal Expense:</b>		
Legal Advice	15,765.85	10,956.45
Legal Defense	4,200.55	1,248.76
Interpret RSA/Contracts	1,798.25	0
<b>Total Legal Expense</b>	<b>21,764.65</b>	<b>12,205.21</b>
<b>Personnel Administration:</b>		
Employer Paid FICA	90,185.75	92,647.57
Employer Paid Medicare	27,883.89	28,414.01
Unemployment Compensation Insurance	0	932.00
Workers' Compensation Insurance	63,886.00	60,333.73
New Hire/Physicals	62.00	0
Drug & Alcohol Testing	1,073.00	875.00
Health Insurance	490,798.64	537,628.28
Delta Dental	12,185.79	12,509.67
Life/Disability Insurance	17,763.36	10,019.15
Employer Paid Retirement - NHRS	277,920.44	266,679.45
Employer Paid ICMA	9,654.80	10,900.35
Employee & Retiree Trust Expense	3,163.51	4,916.16
HRA Admin Fees	1,389.30	1,183.25
Section 125 FSA Admin Fees	28.00	60.50
<b>Total Personnel Administration</b>	<b>995,994.48</b>	<b>1,027,099.12</b>
<b>Planning &amp; Zoning:</b>		
<b>Planning Expense:</b>		
Planning Board Personnel	70,983.77	36,205.63
Contracted Services	0	18,330.80
Filing Mylars	155.00	102.00
Mapping	0	25.00
Telephone/Communications	448.67	296.64
Lake Monitoring	2,880.00	2,880.00
Internet	239.88	239.88
Recruiting/Public Information	1,398.28	1,012.83

---

	2018	2019
<b>Planning Expense, continued:</b>		
Printing	0	149.50
Dues	7,611.94	7,866.09
Travel	488.94	1,118.19
Office Supplies	453.19	2,101.98
Postage	1,591.63	365.02
Repairs & Service Contracts	1,363.93	1,762.50
Law Books/References	0	310.73
Professional Development	55.00	715.00
<b>Zoning Expense:</b>		
Telephones/Communications	98.13	56.11
Meetings/Hearing Records	648.00	103.50
Recruiting/Public Information	673.06	443.61
Travel	91.06	40.48
Office Supplies	1,039.41	657.81
Postage	315.66	542.09
Books/Materials	0	90.00
Professional Development	55.00	170.00
<b>Total Planning &amp; Zoning:</b>	<b>90,590.55</b>	<b>75,585.39</b>
<b>General Government Buildings:</b>		
Whitney Hall Maintenance	10,319.91	14,367.63
Contracted Services	28,096.32	36,049.11
Utilities-Electric	35,058.83	32,432.87
Heating Oil	27,615.58	28,358.18
Water/Sewer Usage	7,546.60	7,537.53
Heating Gas	19,470.35	16,450.09
Chemical Toilet Rental	5,578.32	4,106.33
Community Building Maintenance	6,701.96	8,761.21
Energy Committee	1,783.39	496.41
DPW Facility Maintenance	9,111.90	9,779.77
Shedd St. DPW Garages	0	50.00
Transfer Station	27.58	40.00
Reservoirs & Dams	1,150.00	1,150.00
Depot Street Ambulance Building	406.33	1,223.57
<b>Total General Government Buildings</b>	<b>152,867.07</b>	<b>160,802.70</b>

---

---

	2018	2019
<b>Cemeteries:</b>		
Recruiting/Public Information	0	13.91
Office Supplies	178.03	361.02
Cemetery Grounds Supplies	2,005.16	1,501.31
Miscellaneous	4,171.20	1,538.53
<b>Total Cemeteries</b>	<b>6,354.39</b>	<b>3,414.77</b>
<b>Property-Liability Insurance:</b>	<b>48,253.00</b>	<b>42,819.05</b>
<b>Other Gen. Gov't: Cable Access Channel:</b>	<b>25,500.00</b>	<b>40,500.00</b>

**Public Safety**

<b>Police Department:</b>		
Personnel: Full-time	487,275.13	508,797.09
Personnel: Part-time	16,963.91	24,913.32
Contracted Services	68,892.00	70,913.70
Overtime	25,658.39	18,346.59
Telephone/Communications	15,183.29	10,449.91
New Hire/Physicals	750.00	925.00
Internet	1,792.53	2,292.38
Recruiting/Public Information	164.18	737.39
Dues	817.91	505.00
Travel	92.88	310.07
Office Supplies	5,224.02	3,666.40
Postage	234.96	218.99
Repairs & Service Contracts	4,737.55	6,151.56
Gasoline	18,539.52	16,066.56
Vehicle Repairs/Maintenance	10,106.20	11,723.76
Books/Periodicals	869.70	414.60
Uniforms	5,185.38	6,815.45
Police Health & Safety	1,750.00	1,750.00
Investigative Funds	2,405.22	627.48
New Equipment	812.88	3,073.35
Professional Development	1,261.14	2,281.00
Training	5,814.34	7,320.00
Police Reimbursable Projects	881.88	0
Police Facility	1,958.27	3,057.97
<b>Total Police Department</b>	<b>677,371.28</b>	<b>701,357.57</b>



---

	2018	2019
<b>Ambulance:</b>		
Mutual Aid Ambulance Services	62,415.00	61,275.00
Ambulance Personnel	15,054.70	52,337.07
Part-Time On-Call/Volunteer	13,386.63	386.75
Contracted Services	1,612.74	4,851.01
Telephone/Communications	2,876.87	2,809.39
New Hire Physical/Medical	1,124.00	116.00
Internet	1,079.40	1,079.40
Supplies	5,730.25	6,684.46
Oxygen	1,621.68	1,281.01
Office Supplies	339.03	158.03
Repairs & Service Contracts	0	260.65
Gasoline	305.32	295.18
Diesel Fuel	273.31	597.90
Vehicle Repairs/Maintenance	138.18	843.46
Uniforms & Safety Gear	403.84	1,619.96
Ambulance Health & Safety	2,388.45	0
Miscellaneous	0	413.36
New & Replacement Equipment	1,435.50	976.42
Continuing Education	4,550.00	4,669.90
<b>Total Ambulance</b>	<b>114,734.90</b>	<b>140,654.95</b>

**Fire Department:**

Fire Inspection (Building Inspector)	5,357.81	0
Firefighters Services	27,135.49	45,633.70
Fire Wards' Salaries	91.14	1,500.00
Telephone/Communications	3,877.73	3,506.37
New Hire Physical/Medical	121.00	620.50
Internet	2,158.80	2,198.81
Recruiting/Public Information	0	18.78
Dues	2,085.00	2,464.50
Supplies	2,771.40	944.16
Office Supplies	56.08	136.21
Repairs & Service Contracts	4,660.51	3,127.03
Gasoline	1,553.68	1,224.40
Diesel Fuel	901.73	1,397.30
Vehicle Repairs/Maintenance	7,181.10	5,747.05
Clothing	6,941.95	14,561.76
Fire Health & Safety	0	330.16
New & Replacement Equipment	20,761.16	11,409.13

---

	2018	2019
<b>Fire Department, continued:</b>		
Training	4,850.00	4,841.97
Fire Stations Building Maintenance	6,027.80	11,437.01
<b>Total Fire Department</b>	<b>96,532.38</b>	<b>111,098.84</b>
<b>Building Inspection:</b>		
Building Inspection Personnel	73,529.60	80,854.61
Telephone/Communications	419.72	352.80
Internet	239.88	239.88
Dues	410.00	410.00
Travel	1,511.26	1,908.89
Office Supplies	95.72	93.60
Postage	41.69	16.70
Repairs & Service Contracts	1,772.04	2,383.92
Law Books/References	0	1,114.80
Professional Development	0	97.00
<b>Total Building Inspection</b>	<b>78,019.81</b>	<b>87,472.20</b>
<b>Dispatch Services:</b>	<b>81,069.51</b>	<b>80,808.02</b>

### Highways & Streets

<b>Highway Administration:</b>		
Personnel: Full Time	490,123.35	460,635.51
Personnel: Part Time	40,538.25	48,175.86
Contracted Services	0	759.00
Overtime	32,991.72	40,218.91
Survey & Engineering	0	17,394.75
Telephone/Communications	5,375.02	4,822.03
New Hire Physical/Medical	171.00	194.25
Internet	479.88	479.88
Recruiting/Public Information	254.80	390.70
Dues	215.00	289.00
Travel – Highway Admin	459.05	664.70
Travel – Highway & Grounds	68.67	703.54
Office Supplies	836.97	438.45
Postage	30.39	58.24
Repairs & Service Contracts	612.13	545.05
Uniforms & Safety Gear	5,457.98	6,604.42

	2018	2019
<b>Highway Administration, continued:</b>		
Health & Safety – Highway & Grounds	495.87	169.93
Professional Development – Hwy Admin	320.00	446.98
Professional Dev. – Hwy & Grounds	1,145.00	2,225.00
<b>Total Highway Administration</b>	<b>579,575.08</b>	<b>585,216.20</b>
<b>Highways &amp; Streets:</b>		
Contracted Services	10,786.42	5,977.00
Gasoline	5,737.28	8,222.53
Diesel Fuels	49,419.24	49,265.29
Vehicle/Equip. Repairs/Maintenance	89,479.22	78,693.52
Pavement Maintenance	172,446.13	166,099.16
New & Replacement Equipment	9,874.28	8,406.66
Equipment Rental	1,859.00	4,000.00
Field Supplies	18,128.50	22,619.56
Aggregate & Fill Materials	40,210.36	54,628.55
Gravel Road Surface Treatment	10,999.80	14,420.28
Public Works Maintenance	(306.30)	7,682.49
Signs & Markings	6,943.87	7,544.59
Vegetation Management	8,561.53	4,715.00
Winter Salt and Chemicals	88,323.47	102,256.62
Winter Sand	47,292.10	72,458.55
<b>Total Highways &amp; Streets</b>	<b>559,754.90</b>	<b>606,989.80</b>
<b>Street Lighting:</b>	<b>29,572.10</b>	<b>31,275.97</b>

### Sanitation

<b>Sanitation Administration:</b>		
Sanitation Personnel	14,646.84	25,824.58
Sanitation Part-Time	16,027.82	5,589.81
Sanitation Overtime	8,561.27	1,578.78
Telephone/Communications	722.19	690.83
Recruiting/Public Information	240.17	143.82
Dues	370.74	324.03
Travel	113.23	223.88
Postage	2.35	0
Uniforms & Safety Gear	0	144.95
Sanitation Health & Safety	0	87.57
Professional Development	250.00	525.00
<b>Total Sanitation Administration</b>	<b>40,934.61</b>	<b>35,133.25</b>

---

	2018	2019
<b>Solid Waste Collection:</b>		
MSW Contracts	274,497.66	303,927.83
MSW Hauling	11,967.77	13,573.37
Supplies	1,296.94	801.87
Equipment Repairs/Maintenance	0	1,159.95
New & Replacement Equipment	143.98	0
<b>Total Solid Waste Collection</b>	<b>287,906.35</b>	<b>319,463.02</b>
<b>Solid Waste Disposal:</b>		
Landfill Costs	83,633.53	94,341.01
Landfill Tickets	350.00	438.14
PAYT (Pay As You Throw)	(140.00)	(210.00)
Recycling Processing	31,965.74	32,138.63
Household Hazardous Waste	3,262.21	5,926.44
<b>Total Solid Waste Disposal</b>	<b>119,071.48</b>	<b>132,634.22</b>

### **Health & Human Services**

<b>Health Department:</b>		
Dues	35.00	30.00
Office Supplies	6.35	0
Postage	6.67	1.50
Repairs & Service Contracts	155.22	159.61
<b>Total Health Department</b>	<b>203.24</b>	<b>191.11</b>
<b>Animal Control Expense:</b>	<b>2,000.00</b>	<b>2,000.00</b>
<b>Human Services Administration:</b>		
Human Services Personnel	10,947.85	13,084.22
Telephone/Communications	979.35	658.39
Travel	26.15	0
Office Supplies	37.32	43.24
Postage	6.49	10.99
Law Books/Reference	40.00	42.50
Professional Development	105.00	0
<b>Total Human Services Administration</b>	<b>12,142.16</b>	<b>13,839.34</b>

---

	2018	2019
<b>Human Services Direct Assistance:</b>		
Rx & Medical	220.40	0
Rent	15,275.52	4,468.00
Food/Household	1,000.00	0
Utilities – Electric	342.82	408.00
Fuel	(342.82)	168.40
Miscellaneous	800.00	325.00
Donations	(1,400.00)	(200.00)
<b>Total Human Services Direct Assistance</b>	<b>15,895.92</b>	<b>5,169.40</b>
<b>Intergovernmental Welfare Payments:</b>		
Advance Transit	5,100.00	5,253.00
Visiting Nurse Alliance of VT & NH	13,440.00	13,440.00
Senior Citizens Council	7,500.00	7,500.00
WISE	2,200.00	2,200.00
West Central Services	2,500.00	2,500.00
Public Health Council (MVHI)	3,472.00	3,472.00
Tri-Country CAP	1,300.00	1,300.00
Headrest	1,500.00	1,500.00
Special Needs Support Center	0	1,500.00
<b>Total Intergov't Welfare Payments:</b>	<b>37,012.00</b>	<b>38,665.00</b>

### **Culture, Recreation & Conservation**

<b>Parks &amp; Recreation:</b>		
Recreation Personnel	24,129.85	21,435.27
Training	55.00	152.00
Recreation Programming	7,211.22	8,042.45
Telephone/Communications	505.63	350.34
New Hire Physical/Medical	62.00	63.25
Recruiting/Public Information	2,544.00	2,284.50
Winter Recreation	334.06	3.50
Clothing/Uniform Recreation	105.00	223.00
Miscellaneous	205.95	169.09
Professional Development	0	542.00
Summer Program	3,533.12	1,893.90
Park Maintenance	2,540.50	1,989.81
Beach Maintenance	171.63	49.95
Regional Recreation Personnel	1,025.33	10,998.40

	2018	2019
<b>Parks &amp; Recreation, continued:</b>		
Regional Recreation Programming	30,548.07	19,866.76
Programming Supplies	17.98	0
<b>Total Parks &amp; Recreation</b>	<b>72,989.34</b>	<b>68,064.22</b>
<b>Library:</b>		
Library Personnel	98,250.22	103,205.69
Library Personnel: Part Time	25,042.25	24,310.30
Telephone/Communications	1,415.86	962.17
New Hire/Physical/Medical	94.00	0
Meeting/Hearing Records	45.00	283.50
Internet	887.76	887.76
Dues	344.00	344.00
Travel	54.00	237.80
Office Supplies	1,294.01	1,185.72
Postage	273.75	363.42
Repairs & Service Contracts	5,619.35	5,429.06
Books	23,946.53	21,526.10
Miscellaneous	0	109.94
Professional Development	235.00	1,133.70
Special Projects	0	1,468.93
Library Programming	1,704.01	979.42
<b>Total Library</b>	<b>159,205.74</b>	<b>162,427.51</b>
<b>Patriotic Purposes:</b>	<b>685.06</b>	<b>579.30</b>
<b>Other Culture &amp; Recreation:</b>		
Miscellaneous/Reimbursables	54.72	69.23
Old Home Days	3,201.00	3,305.00
Historical Records Clerk	610.00	610.00
Office Supplies	0	.99
Books	55.00	115.96
<b>Total Other Culture &amp; Recreation</b>	<b>3,920.72</b>	<b>4,101.18</b>
<b>Conservation Commission:</b>		
Meeting/Hearing Records	126.00	342.00
Dues	0	325.00
Supplies	83.90	0
Office Supplies	.49	1.81
Postage	0	1.45
Miscellaneous	0	2,109.50

---

	2018	2019
<b>Conservation Commission, continued:</b>		
Professional Development	198.00	0
Conservation Fund	1,250.00	1,250.00
<b>Total Conservation Commission</b>	<b>1,658.39</b>	<b>4,029.76</b>

**Economic Development**

<b>Economic Development:</b>		
Dues	195.00	195.00
Office Supplies	0	1.00
<b>Total Economic Development</b>	<b>195.00</b>	<b>196.00</b>

**Debt Service**

<b>Debt Service:</b>		
Principal Expense	6,860.90	9,585.08
Interest--Long-term Bonds & Notes	917.99	3,589.96
Interest--Tax Anticipation Note	0	0
Loan Fees	2,124.99	250.00
<b>Total Debt Service</b>	<b>9,903.88</b>	<b>13,425.04</b>

**Capital Outlay**

<b>Land &amp; Improvements:</b>		
Mascoma Lakeside Park	3,400.00	375.60
<b>Machinery, Vehicles &amp; Equipment:</b>		
Vehicles	0	1,684.75
<b>Buildings:</b>		
Building Architecture & Design	8,770.46	(8,506.46)
Community Building Improvements	0	25.47
Police Building Improvements	0	2,099.99
Ambulance Building Improvements	0	837.50
<b>Total Machinery, Vehicles &amp; Equipment</b>	<b>8,770.46</b>	<b>(5,543.50)</b>
<b>Improvements: Other:</b>		
Unanticipated Infrastructure Repairs	0	13,319.27
Strategic Planning & Governance	31,337.50	3,412.50
Crystal Lake Rd Resurfacing	5,159.00	0

	2018	2019
<b>Total Improvements: Other, continued:</b>		
Software/Technology	48,784.00	105.00
Master Plan	0	5,345.60
George Hill Road Improvements	0	249,791.76
Transition Planning	0	22,125.00
Fire Dept. Equipment	0	70,565.00
<b>Total Improvements: Other:</b>	<b>85,280.50</b>	<b>364,664.13</b>
<b><u>Miscellaneous</u></b>		
<b>Transfers to Reserves &amp; Trusts:</b>		
Transfers to Capital Reserves	319,968.00	422,168.00
Transfers to Expendable Trust Funds	2,400.00	25,000.00
<b>Total Transfers to Reserves &amp; Trusts</b>	<b>322,368.00</b>	<b>447,168.00</b>
<b>Subtotal General Fund (01)</b>	<b>5,346,949.27</b>	<b>5,912,894.40</b>
<b>Payments to Other Governments:</b>		
State of New Hampshire (COAF)	1,055.50	1,346.00
Grafton County	1,082,458.00	1,077,868.00
Eastman Village District	27,481.00	25,482.00
School District	8,641,558.91	9,352,407.52
<b>Total Payments to Other Governments</b>	<b>9,752,553.41</b>	<b>10,457,103.52</b>
<b>Total General Fund (01)</b>	<b>\$15,099,502.68</b>	<b>\$16,369,997.92</b>

### **Water Fund (02)**

<b>Personnel Administration:</b>		
Employer Paid FICA	2,827.39	2,666.45
Employer Paid Medicare	661.23	697.58
Unemployment Compensation Insurance	0	59.00
Workers' Compensation Insurance	0	2,359.00
Insurance – Health	24,542.63	21,131.44
Insurance – Dental	183.86	331.93
Life/Disability Insurance	0	371.00
Employer Paid Retirement – NHRS	3,886.95	8,154.00
Employer Paid Retirement – ICMA	187.22	137.00
<b>Total Personnel Administration:</b>	<b>32,289.28</b>	<b>35,907.40</b>



---

	2018	2019
<b>Water Administration:</b>		
Salaries and Wages	60,852.22	70,983.78
Overtime	3,388.09	6,253.10
Telephone/Communications	734.51	469.02
Telemetry/SCADA	2,169.00	2,511.60
Digsafe	9.00	13.00
Internet	479.88	479.88
Recruitment/Public Information	0	185.05
Dues	160.00	635.00
Travel	61.54	37.70
Office Supplies	77.12	142.65
Postage	610.00	1,099.58
Admin. Repairs & Service Contracts	229.68	1,381.87
Uniforms & Safety Gear	300.24	431.96
Water Dept. Health & Safety	45.00	28.00
Professional Development	355.00	1,238.00
Taxes	2,947.82	31.00
Water Quality Monitoring	6,384.85	9,746.91
<b>Total Water Administration</b>	<b>78,803.95</b>	<b>95,668.10</b>
<b>Water Operations:</b>		
Contracted Services	251.52	1,387.50
Electrical Utilities	12,964.32	11,616.28
Heating Gas	0	1,502.14
Building Maintenance	453.50	1,108.95
Supplies	2,398.70	4,178.57
Gasoline	1,034.61	1,149.64
Grounds & Easement Maintenance	0	500.00
Vehicle & Equipment Repairs/Maint.	80.00	208.13
New & Replacement Equipment	1,421.38	3,227.99
Meters & Backflow Prevention	4,644.12	4,647.08
Distribution System & Hydrant Maint.	2,992.33	10,776.68
Production & Storage Maintenance	0	3,275.47
<b>Total Water Operations</b>	<b>26,240.48</b>	<b>43,578.43</b>

	2018	2019
<b><u>Debt Service</u></b>		
<b>Debt Service:</b>		
Principal Expense	11,594.15	12,021.28
Interest – Long-term Bonds & Notes	916.40	1,009.43
Loan Fees	927.53	645.45
<b>Total Debt Service</b>	<b>13,438.08</b>	<b>13,676.16</b>
<b><u>Capital Outlay</u></b>		
<b>Improvements: Other:</b>		
Water Asset Management	524.00	12,405.37
<b><u>Miscellaneous</u></b>		
<b>Payments to Water Capital Reserves:</b>	<b>25,000.00</b>	<b>50,000.00</b>
<b>Total Water Fund (02)</b>	<b>\$176,295.79</b>	<b>\$251,235.46</b>

<b><u>Sewer Fund (03)</u></b>		
<b>Personnel Administration:</b>		
Employer Paid FICA	2,017.98	1,863.58
Employer Paid Medicare	471.93	435.83
Unemployment Compensation Insurance	0	41.00
Workers' Compensation Insurance	0	1,599.00
Insurance – Health	17,978.77	14,086.13
Insurance – Dental	157.42	223.67
Life/Disability Insurance	0	277.00
Employer Paid Retirement – NHRS	2,807.88	5,933.00
Employer Paid Retirement – ICMA	166.93	92.00
<b>Total Personnel Administration:</b>	<b>23,600.91</b>	<b>24,561.21</b>
<b>Sanitation Administration:</b>		
Salaries and Wages	43,914.79	50,375.44
Overtime	2,226.49	2,433.85
Telephone/Communications	734.51	432.81
Telemetry/SCADA	2,329.09	4,931.72
DigSafe	178.00	166.33

---

	2018	2019
<b>Sanitation Administration, continued:</b>		
Internet	239.88	239.88
Recruiting/Public Information	247.04	50.76
Dues	0	200.00
Travel	114.89	92.22
Office Supplies	45.16	76.85
Postage	874.61	1,025.83
Admin. Repairs & Service Contracts	229.68	1,439.36
Uniforms & Safety Gear	300.25	455.52
Sewer Dept. Health & Safety	45.00	103.23
Professional Development	95.00	747.50
<b>Total Sanitation Administration</b>	<b>51,572.39</b>	<b>62,771.30</b>

<b>Sewer Operations:</b>		
Contracted Services	251.53	470.00
Electrical Utilities	14,566.37	14,069.87
Collection System Maintenance	20,124.00	21,817.70
Pump Station Maintenance	10,642.75	19,620.01
Supplies	0	689.65
Odor Control	2,024.17	(50.00)
Gasoline	1,009.37	1,149.63
Diesel Fuel	1,382.15	62.19
Grounds & Easement Maintenance	0	500.00
Vehicle & Equipment Maintenance	80.00	564.85
New & Replacement Equipment	322.70	2,093.29
Wastewater Treatment	377,547.99	451,382.66
<b>Total Sewer Operations</b>	<b>427,951.03</b>	<b>512,369.85</b>

### Debt Service

<b>Debt Service:</b>		
Principal Expense	6,860.90	8,321.25
Interest--Long-term Bonds & Notes	918.00	3,218.21
Loan Fees	2,124.99	0
<b>Total Debt Service</b>	<b>9,903.89</b>	<b>11,539.46</b>

### Capital Outlay

<b>Improvements: Other:</b>		
Wastewater Planning	0	74,370.86
<b>Total Sewer Fund (03)</b>	<b>\$513,028.22</b>	<b>\$685,602.68</b>

---

	2018	2019
<b><u>Grant Fund (04)</u></b>		
<b>Personnel Administration:</b>		
Employer Paid FICA	982.35	0
Employer Paid Medicare	416.16	0
Health Insurance	578.95	1,151.62
Delta Dental Insurance	28.13	35.33
Employer Paid Retirement – NHRS	1,026.73	0
Employer Paid Retirement – ICMA	34.91	0
<b>Total Personnel Administration:</b>	<b>3,067.23</b>	<b>1,186.95</b>
<b>Police Department:</b>		
DWI, Step & Other PD Grants	11,291.80	14,696.95
DEA Grant	12,136.69	1,492.85
<b>Total Police Department</b>	<b>23,428.49</b>	<b>16,189.80</b>
<b>Parks &amp; Recreation: Regional Recreation:</b>	<b>18,769.70</b>	<b>10,000.00</b>
<b>Other Grants:</b>		
Crystal Lake Rd. Resurfacing	105,459.36	0
<b>Total Grant Fund (04)</b>	<b>\$150,724.78</b>	<b>\$27,376.75</b>

---

<b><u>Capital Projects Fund (05)</u></b>		
<b>Legal:</b>		
Legal Services Shaker Landing	61.50	0
Legal Services Lakeview	21,541.86	6,795.69
<b>Total Legal:</b>	<b>21,603.36</b>	<b>6,795.69</b>
<b>Debt Service:</b>		
4A Sewer Ext. SRF Principal	45,631.05	54,445.75
4A Sewer Ext. USDA Principal	915,143.00	30,799.00
4A Sewer Ext. SRF Interest	37,184.96	28,370.26
4A Sewer Ext. USDA Interest	13,185.00	25,857.00
<b>Total Debt Service</b>	<b>1,011,144.01</b>	<b>139,472.01</b>

---

---

	<b>2018</b>	<b>2019</b>
<b>Capital Outlay: Improvements: Other:</b>		
Route 4A Sewer Extension	1,048,109.61	50,462.67
Shaker Landing Sewer Extension	395,900.34	9,039.41
<b>Total Capital Outlay:</b>	<b>1,444,009.95</b>	<b>59,502.08</b>
<b>Total Capital Projects Fund (05)</b>	<b>\$2,476,757.32</b>	<b>\$205,769.78</b>

---

**TIF District Fund (06)**

**Debt Service**

**Debt Service:**

Principal Expense	75,237.22	77,736.49
Interest--Long-term Bonds & Notes	87,008.70	84,509.43
<b>Total Debt Service</b>	<b>162,245.92</b>	<b>162,245.92</b>

**Capital Outlay**

**Improvements: Other:**

Lovejoy Brook Road Bridge	4,875.00	0
---------------------------	----------	---

---

<b>Total TIF District Fund (06)</b>	<b>\$167,120.92</b>	<b>\$162,245.92</b>
-------------------------------------	---------------------	---------------------

---

<b>Total Payments—All Funds:</b>	<b>\$18,583,429.71</b>	<b>17,702,228.51</b>
----------------------------------	------------------------	----------------------

---

---

## Report of Treasurer's Accounts

---

**Fiscal Year Ending December 31, 2019**

Account Balances as of January 1, 2019

Checking/Sweep	\$5,263,871.23	
EFTPS Savings	\$2,513.29	
NH Public Deposit Investment Pool	\$259,223.25	
Town Clerk Account	\$23,514.01	
DEA Funds	\$1,267.00	
<b>Total in Accounts</b>		<b>\$5,550,388.78</b>

Received from Departments:

Town Clerk:	\$1,066,113.25	
Tax & Water Sewer:	\$16,110,926.35	
Selectmen:	\$761,994.45	
<b>Total Received from Departments</b>		<b>\$17,939,034.05</b>

Other Transfers/Deposits

Voids	\$27,455.84	
Town Clerk Account	\$1,421,200.59	
Miscellaneous Credits	\$832,900.93	
<b>Total Other Transfers/Deposits</b>		<b>\$2,281,557.36</b>

EFTPS to Gov't: AP/Payroll	(\$18,003,020.99)	
Town Clerk Account Transfers	(\$1,408,400.89)	
Miscellaneous Debits/Debit Memos	(\$130,571.58)	
<b>Total Expenditures</b>		<b>(\$19,541,993.46)</b>

Interest:

DEA	\$0.64	
NH Public Deposit Investment Pool	\$5,627.84	
EFTPS Savings	\$1.32	
Checking/Sweep	\$8,405.17	
<b>Total Interest</b>		<b>\$14,034.97</b>

<b>Balance as of 12/31/2019</b>		<b>\$6,243,021.70</b>
---------------------------------	--	-----------------------

---

**Bank Balances**

Checking/Sweep	\$6,060,304.93	
Outstanding Sweep Debit	(\$25,600.00)	
EFTPS Savings	\$2,514.61	
NH Public Deposit Investment Pool	\$264,851.09	
Town Clerk Account	\$36,313.71	
DEA Funds	\$1267.64	
Less Outstanding Checks	<u>(\$96,630.28)</u>	
<b>Total in Accounts</b>		<b>\$6,243,021.70</b>

---

**Electronic Funds Tax Payment System Account**  
**Established June 5, 1997**

---

Cash on hand January 1, 2019	\$2,513.29
Deposits	\$470,193.76
Withdrawals	(\$470,193.76)
Interest	\$1.32
	<hr/>
<b>Balance as of December 31, 2019</b>	<b>\$2,514.61</b>

---

**Conservation Fund**  
**Established January 10, 1992**

---

Cash on hand January 1, 2019	\$7,624.11
Deposits	\$2,250.00
Withdrawals	(\$0.00)
Interest	\$4.05
	<hr/>
<b>Balance as of December 31, 2019</b>	<b>\$9,878.16</b>



---

## Escrow Accounts

---

### Fiscal Year Ending December 31, 2019

While there are other reasons for holding funds in escrow, funds are typically maintained in escrow accounts to guarantee the quality and/or completion of a project. If the project is completed or the quality, over a specified period of time, meets the Town's standards, the funds, plus interest accrued, are returned to the individual or company that put up the funds.

Account	Beginning Balance	Deposits	Interest	Withdrawals	Ending Balance
Evenchance Development	\$5,001.89	\$0.00	\$2.50	\$0.00	\$5,004.39
Ironman Development	\$240.62	\$0.00	\$0.12	\$0.00	\$240.74
Lapan Development	\$2675.33	\$0.00	\$1.34	\$0.00	\$2,676.67
Shaker Bridge Theater	\$2,001.24	\$0.00	\$1.00	\$0.00	\$2,002.24
Lakeview Sewer Project	\$219,725.67	\$142,695.95	\$3,001.85	\$95,340.95	\$270,082.52



## Tax Collector's Report

For the period beginning  and ending

This form is due **March 1st (Calendar Year)** or **September 1st (Fiscal Year)**

### Instructions

#### Cover Page

- Specify the period begin and period end dates above
- Select the entity name from the pull down menu (County will automatically populate)
- Enter the year of the report
- Enter the preparer's information

#### For Assistance Please Contact:

NH DRA Municipal and Property Division

Phone: (603) 230-5090

Fax: (603) 230-5947

<http://www.revenue.nh.gov/mun-prop/>

### ENTITY'S INFORMATION

Municipality:  County:  Report Year:

### PREPARER'S INFORMATION

First Name  Last Name   
Street No.  Street Name  Phone Number   
Email (optional)



**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

**Debits**

Uncollected Taxes Beginning of Year	Account	Levy for Year of this Report	Prior Levies (Please Specify Years)		
			Year: 2018	Year: 2017	Year: 2016
Property Taxes	3110		\$550,881.25	\$3,343.59	
Resident Taxes	3180				
Land Use Change Taxes	3120		\$6,000.00		
Yield Taxes	3185				
Excavation Tax	3187		\$209.32		
Other Taxes	3189		\$57,871.02	\$3,775.31	\$1,043.04
Property Tax Credit Balance		(\$18,596.27)			
Other Tax or Charges Credit Balance					

Taxes Committed This Year	Account	Levy for Year of this Report	Prior Levies	
			2018	
Property Taxes	3110	\$14,848,390.12		
Resident Taxes	3180			
Land Use Change Taxes	3120	\$9,327.50		
Yield Taxes	3185	\$3,004.76		
Excavation Tax	3187	\$253.30		
Other Taxes	3189	\$927,256.09	\$201,757.48	

Overpayment Refunds	Account	Levy for Year of this Report	Prior Levies		
			2018	2017	2016
Property Taxes	3110	\$13,182.76			
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185				
Excavation Tax	3187				
Interest and Penalties on Delinquent Taxes	3190	\$5,349.73	\$37,773.71	\$862.93	\$73.71
Interest and Penalties on Resident Taxes	3190				
Total Debits		\$15,788,167.99	\$854,492.78	\$7,981.83	\$1,116.75



**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

Credits				
Remitted to Treasurer	Levy for Year of this Report	Prior Levies		
		2018	2017	2016
Property Taxes	\$14,307,755.11	\$329,759.90	\$3,310.61	
Resident Taxes				
Land Use Change Taxes	\$5,027.50	\$6,000.00		
Yield Taxes	\$2,740.64			
Interest (Include Lien Conversion)	\$5,324.73	\$28,380.82	\$638.93	
Penalties	\$25.00	\$9,392.89	\$224.00	\$73.71
Excavation Tax	\$14.40			
Other Taxes	\$882,367.26	\$239,052.53	\$3,317.34	\$749.82
Conversion to Lien (Principal Only)		\$226,912.27		
Discounts Allowed				

Abatements Made	Levy for Year of this Report	Prior Levies		
		2018	2017	2016
Property Taxes	\$12,190.37	\$5,238.95	\$32.98	
Resident Taxes				
Land Use Change Taxes				
Yield Taxes				
Excavation Tax				
Other Taxes	\$3,401.49	\$6,791.88	\$134.88	\$293.22
Current Levy Deeded				



**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

Uncollected Taxes - End of Year # 1080	Levy for Year of this Report	Prior Levies		
		2018	2017	2016
Property Taxes	\$532,301.54			
Resident Taxes				
Land Use Change Taxes	\$4,300.00			
Yield Taxes	\$264.12			
Excavation Tax	\$238.90			
Other Taxes	\$41,487.34	\$2,963.54	\$323.09	
Property Tax Credit Balance	(\$9,270.41)			
Other Tax or Charges Credit Balance				
Total Credits	\$15,788,167.99	\$854,492.78	\$7,981.83	\$1,116.75

For DRA Use Only	
Total Uncollected Taxes (Account #1080 - All Years)	\$572,608.12
Total Unredeemed Liens (Account #1110 - All Years)	\$267,694.92



Lien Summary						
Summary of Debits						
	Last Year's Levy	Prior Levies (Please Specify Years)				
	Year:	2018	Year:	2017	Year:	2016
Unredeemed Liens Balance - Beginning of Year			\$288,070.59			
Liens Executed During Fiscal Year		\$246,666.21				
Interest & Costs Collected (After Lien Execution)		\$4,207.25	\$47,792.82			
Total Debits	\$0.00	\$250,873.46	\$335,863.41			\$0.00

Summary of Credits				
	Last Year's Levy	Prior Levies		
		2018	2017	2016
Redemptions		\$101,868.91	\$159,719.58	
Interest & Costs Collected (After Lien Execution) #3190		\$4,207.25	\$47,792.82	
Abatements of Unredeemed Liens		\$111.79	\$2,806.86	
Liens Deeded to Municipality		\$1,103.01	\$1,431.73	
Unredeemed Liens Balance - End of Year #1110		\$143,582.50	\$124,112.42	
Total Credits	\$0.00	\$250,873.46	\$335,863.41	\$0.00

For DRA Use Only	
Total Uncollected Taxes (Account #1080 - All Years)	\$572,608.12
Total Unredeemed Liens (Account #1110 - All Years)	\$267,694.92



**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

**ENFIELD (145)**

**1. CERTIFY THIS FORM**

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

Preparer's First Name

Preparer's Last Name

Date

Wendy

Huntley

01/06/2020

**2. SAVE AND EMAIL THIS FORM**

Please save and e-mail the completed PDF form to your Municipal Bureau Advisor.

**3. PRINT, SIGN, AND UPLOAD THIS FORM**

This completed PDF form must be PRINTED, SIGNED, SCANNED, and UPLOADED onto the Municipal Tax Rate Setting Portal (MTRSP) at <http://proptax.org/nh/>. If you have any questions, please contact your Municipal Services Advisor.

**PREPARER'S CERTIFICATION**

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

*Wendy Huntley, Tax Collector*

Preparer's Signature and Title

---

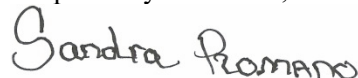
## Town Clerk's Report

---

As of December 31, 2019

Motor Vehicle Permits (6664 issued)		\$1,036,084.93
Municipal Agent Fees--Validation Decals (6609)		19,821.00
Municipal Agent Fees--Title Applications (1262)		2,524.00
UCC Filings (124)		1,860.00
Dog Licenses:		5,488.00
Licenses (732)	\$4,828.00	
Group Licenses (7)	175.00	
Late Penalties	310.00	
Violation Fines	175.00	
Marriage Licenses (36)		900.00
Vital Record Certificates (318)		2,195.00
Mail Fee (393)		391.00
Boat Permits (263)		3,660.50
Boat Agent Fees (376)		1,880.00
Miscellaneous		849.75
<b>Total Receipts</b>		<b>\$1,075,654.18</b>
<b>Remitted to State:</b>		<b>\$4,020.00</b>
Dog License Fees	\$1,300.00	
Marriage Licenses	1,520.00	
Vital Record Certificate Fees	1,200.00	
Refunds (4)		127.00
<b>Net Receipts</b>		<b>\$1,071,507.18</b>

Respectfully submitted,



Sandra Romano  
Town Clerk



---

## Enfield Library Trustees ~ Treasurer's Report

---

<b>Ending Balance – 12/31/18</b>		<b>\$434,162.84</b>
Citizens Bank	14,122.85	
Mascoma Bank	21,713.10	
	391.69	
	<u>112,146.20</u>	
	134,251.65	
Certificates of Deposit	<u>285,788.34</u>	
<b>Beginning Balance – 1/1/2019</b>		<b>\$434,162.84</b>
<b>Deposits – 2019</b>		
Citizens Bank	959.00	
Mascoma Bank (checking)	5,020.30	
Mascoma Bank (savings)	0	
Building Fund (savings)	14,540.75	
2018 Trust Fund Distribution	<u>1,027.07</u>	
		21,547.12
<b>Interest – 2019</b>		
Citizens Bank	.64	
Mascoma Bank – Library Savings	.10	
Mascoma Bank – Building Fund Savings	34.72	
Certificates of Deposit	<u>4,469.25</u>	
		5,078.42
<b>Expenses – 2019</b>		
Mascoma Bank (checking)		
Billings Farm & Museum Pass	200.00	
VINS (annual membership)	150.00	
Subscriptions	29.96	
States Parks Pass	105.00	
Enviro tote - Evelyn Crate Book Bag	772.65	
RC Bradshaw - Senior Program Brochure	160.00	
Office Environments, Inc. 2 Chairs	3,211.62	
Bookcases	<u>1,300.00</u>	
		<u>(5,930.23)</u>
<b>Ending Balance – 12/31/2019</b>		<b>\$454,858.15</b>

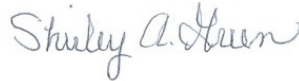
---

**Funds on Hand**

Insured Cash Sweep		96,936.42
Mascoma Bank Checking	100.00	
Building Fund (savings)	22,661.16	
Building Fund CD	335,160.57	
		<u>357,921.73</u>

**Total on Hand – 12/31/2019****\$454,858.15**

Note: Trustees consolidated several accounts (Citizens Bank, Trust Fund CDs, and Mascoma Bank checking and savings accounts to a higher interest bearing Insured Cash Sweep (ICS).



Shirley A. Green  
Treasurer



[illegible]



		PRINCIPAL				GRAND TOTAL			
DATE OF CREATION	NAME OF FUND	BALANCE BEGINNING OF YEAR	NEW FUNDS CREATED	EXPENDED DURING YEAR	BALANCE END OF YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR	BALANCE END OF YEAR	PRINCIPAL & INTEREST END OF YEAR
MONTCALM CEMETERY									
1931	TF/MC Sargent, G. H. Dooly	50.00			50.00	0.78	0.78	0.78	50.74
1930	TF/MC Smith, Frank W.	100.00			100.00	1.55	1.48	1.55	101.48
1960	TF/MC Smith, Henry	100.00			100.00	1.55	1.48	1.55	101.48
1957	TF/MC Truell, Alfred	100.00			100.00	1.55	1.48	1.55	101.48
1977	TF/MC Plant, Eli & Elsie	200.00			200.00	3.10	2.96	3.10	202.96
1922	TF/MC Kiddler, Emma F.	100.00			100.00	1.55	1.48	1.55	101.48
1955	TF/MC Bucklin	1,691.60			1,691.60	26.22	25.04	26.22	1,716.64
1901	TF/MC Perley, Joseph F.	1,779.25			1,779.25	27.58	26.34	27.58	1,805.59
1891	TF/MC Clough, Sally	100.00			100.00	1.55	1.48	1.55	101.48
Total Montcalm		5,220.85			5,220.85	80.93	77.28	80.93	5,298.13
TOTAL CEMETERIES		139,463.93	0.00	0.00	139,463.93	10,031.27	2,064.67	286.75	151,273.12
GRAND TOTAL COMMON TRUSTS		254,907.92	90.41	0.00	254,998.33	11,725.01	3,773.78	2070.90	268,426.22
GENERAL FUND TRUST FUNDS									
1998	ET Cemetery	11,944.06	4,400.00	0.00	16,344.06	20.13	6.48	0.00	16,370.67
2003	ET Veterans Memorial Park	1,031.81	50.00	329.66	752.15	0.04	0.46	0.34	752.31
2008	ET Fuel Assistance	7,011.80	0.00	399.61	6,622.19	3.00	3.42	4.74	6,623.87
2011	ET Trail Fund	1,153.00	2.00	0.00	1,155.00	2.73	0.58	0.00	1,158.31
2014	ET Old Home Days	4,426.09	0.00	49.04	4,377.05	0.18	2.21	0.00	4,379.44
2017	ET Huse Park	3,032.68	5,000.00	0.00	8,032.68	1.53	3.86	0.00	8,038.07
2017	ET Lakeside Park	166,365.34	99,869.65	134,903.91	131,331.08	47.52	68.93	111.02	131,336.51
2019	ET Employee Retirement	0.00	50,400.00	3,322.70	47,077.30	0.00	10.03	0.00	47,087.33
TOTAL GENERAL TRUST FUNDS		194,964.78	159,721.65	138,994.92	215,691.51	75.13	95.97	116.10	215,746.51
TOTAL ALL TRUST FUNDS		449,872.70	159,812.06	138,994.92	470,689.84	11,800.14	3,869.75	2,187.00	484,172.73



PRINCIPAL										GRAND TOTAL
DATE OF CREATION	NAME/PURPOSE OF FUND	BALANCE BEGINNING OF YEAR	NEW FUNDS CREATED	EXPENDED DURING YEAR	BALANCE END OF YEAR	BALANCE BEGINNING OF YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR	BALANCE END OF YEAR	PRINCIPAL & INTEREST END OF YEAR
<b>CAPITAL RESERVE FUNDS</b>										
1967	CRF Municipal Facilities & Equip.	13,644.80			13,644.80	354.79	157.24		512.03	14,156.83
1971	CRF Reappraisal	2,175.15			2,175.15	10.49	24.55		35.04	2,210.20
1972	CRF Ambulance	2,757.18			2,757.18	271.91	34.02		305.93	3,063.11
1973	CRF Municipal Water System	175,016.63	25,000.00	6,813.82	193,202.81	178.94	1,967.70	1,884.03	262.60	193,485.41
1981	CRF Fire Vehicles & Equipment	46,705.35			46,705.35	1,541.02	541.88		2,082.90	48,788.25
1996	CRF Cemetery	3,751.31			3,751.31	74.82	42.97		117.80	3,869.11
1996	CRF Municipal Water Meter/Backflow Preventer	10,601.79			10,601.79	3,127.86	154.20		3,282.07	13,883.86
1996	CRF Municipal Sewer System	86,466.12			86,466.12	111.32	972.39		1,083.71	87,549.83
1998	CRF Land Acquisition	102,866.43			102,866.43	22,838.76	1,411.85		24,250.61	127,117.04
2005	CRF Library Technology (NonCRF)	2,079.01			2,079.01	86.59	24.32		110.91	2,189.93
2004	CRF Sidewalk Construction	13,960.09			13,960.09	2,454.23	184.36		2,638.58	16,598.67
2005	CRF Bridge Construction	1,961.98			1,961.98	111.59	23.29		134.88	2,096.86
2007	CRF Salt/Sand Facility Construction	145.74			145.74	5.93	1.70		7.63	153.37
2008	CRF Library Building	270,756.61			270,756.61	22,290.82	3,291.34		25,582.16	296,338.77
2012	CRF Capital Improvement Program	1,123,252.87	422,168.00	327,111.18	1,218,309.69	992.80	12,626.88	11,934.54	1,685.14	1,219,994.83
<b>TOTAL CAPITAL RESERVE FUNDS**</b>		<b>1,856,141.07</b>	<b>447,168.00</b>	<b>333,925.00</b>	<b>1,969,384.07</b>	<b>54,451.88</b>	<b>21,458.68</b>	<b>13,818.57</b>	<b>62,091.99</b>	<b>2,031,476.06</b>
<b>TOTAL TRUST FUNDS</b>										
		449,872.70	159,812.06	159,812.06	470,689.84	11,800.14	3,869.75	2,187.00	13,482.89	484,172.73
<b>TOTAL ALL FUNDS</b>										
		2,306,013.77	606,980.06	493,737.06	2,440,073.91	66,252.02	25,328.43	16,005.57	75,574.88	2,515,648.79
<b>**CRFs are Committed Funds</b>										

	PRINCIPAL				INCOME				GRAND TOTAL
	Balance Beginning of Year	Deposits	Withdrawals	Balance End of Year	Beginning Balance	Deposits	Withdrawals	Ending Balance	
<b>Investment</b>									<b>Principal &amp; Income End of Year</b>
<b>EXPENDABLE TRUSTS:</b>									
Savings - Cemetery	11,944.06	4,400.00	0.00	16,344.06	20.13	6.48	0.00	26.61	16,370.67
Savings - Veterans Park	1,031.81	50.00	329.66	752.15	0.04	0.46	0.34	0.16	752.31
Savings - Fuel Assistance	7,011.80	0.00	389.61	6,622.19	3.00	3.42	4.74	1.68	6,623.87
Savings - Trail Fund	1,153.00	2.00	0.00	1,155.00	2.73	0.58	0.00	3.31	1,158.31
Savings - Old Home Days	4,426.09	0.00	49.04	4,377.05	0.18	2.21	0.00	2.39	4,379.44
Savings - Huse Park	3,032.68	5,000.00	0.00	8,032.68	1.53	3.86	0.00	5.39	8,038.07
Savings - Lakeside Park	166,365.34	99,869.65	134,903.91	131,331.08	47.52	68.93	111.02	5.43	131,336.51
Savings - Employee/Retiree Benefits	0.00	50,400.00	3,322.70	47,077.30	0.00	10.03	0.00	10.03	47,087.33
<b>TOTAL EXPENDABLE TRUSTS</b>	<b>194,964.78</b>	<b>50,400.00</b>	<b>138,994.92</b>	<b>215,691.51</b>	<b>75.13</b>	<b>95.97</b>	<b>116.10</b>	<b>55.00</b>	<b>215,746.51</b>
<b>COMMON TRUSTS:</b>									
CD	137,612.13	0.00	0.00	137,612.13	4,260.06	2,488.36	0.00	6,748.42	144,360.55
Clearing	0.00	0.00	0.00	0.00	0.00	0.27	0.00	0.27	0.27
CDAR	95,922.87	0.00	0.00	95,922.87	943.35	395.94	0.00	1,339.29	97,262.16
MMMC	0.00	90.41	0.00	90.41	0.00	839.71	90.41	749.30	839.71
BusAdvig	1,501.65	0.00	0.00	1,501.65	88.97	2.38	0.00	91.35	1,593.00
Checking	0.00	0.00	0.00	0.00	100.00	0.00	0.00	100.00	100.00
Savings	1,000.00	0.00	0.00	1,000.00	28.42	0.51	0.00	28.93	1,028.93
Savings	25.21	0.00	0.00	25.21	2.01	0.00	0.00	2.01	27.22
Savings	18,846.06	0.00	0.00	18,846.06	6,302.20	46.61	1,980.49	4,368.32	23,214.38
<b>TOTAL COMMON TRUST FUNDS</b>	<b>254,907.92</b>	<b>90.41</b>	<b>0.00</b>	<b>254,998.33</b>	<b>11,725.01</b>	<b>3,773.78</b>	<b>2,070.90</b>	<b>13,427.89</b>	<b>268,426.22</b>



<b>CAPITAL RESERVE FUNDS:</b>										
CD	948,938.70	0.00	0.00	948,938.70	12,167.90	14,132.87	0.00	26,300.77	975,239.47	
MMMC	468.30	447,168.00	333,925.00	113,711.30	37.14	2,668.26	13,818.57	-11,113.17	102,598.13	
Clearing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	
Sweep	170,364.44	0.00	0.00	170,364.44	1,586.14	165.74	0.00	1,751.88	172,116.32	
CD	79,532.00	0.00	0.00	79,532.00	1,232.69	729.90	0.00	1,962.59	81,494.59	
CD	28,025.29	0.00	0.00	28,025.29	3,626.38	397.92	0.00	4,024.30	32,049.59	
CD	125,000.00	0.00	0.00	125,000.00	2,632.64	1,604.58	0.00	4,237.22	129,237.22	
CD	35,000.00	0.00	0.00	35,000.00	1,558.47	348.82	0.00	1,907.29	36,907.29	
Savings	94,792.34	0.00	0.00	94,792.34	653.28	238.87	0.00	892.15	95,684.49	
Savings	120,974.57	0.00	0.00	120,974.57	341.61	386.29	0.00	727.90	121,702.47	
CD	74,020.00	0.00	0.00	74,020.00	30,615.63	784.54	0.00	31,400.17	105,420.17	
Securities	179,025.43	0.00	0.00	179,025.43	0.00	0.89	0.00	0.89	179,026.32	
<b>TOTAL CRF FUNDS</b>	<b>1,856,141.07</b>	<b>447,168.00</b>	<b>333,925.00</b>	<b>1,969,384.07</b>	<b>54,451.88</b>	<b>21,458.68</b>	<b>13,818.57</b>	<b>62,091.99</b>	<b>2,031,476.06</b>	
<b>Total All Trusts and CRF Funds</b>										
	<b>2,306,013.77</b>	<b>497,658.41</b>	<b>472,919.92</b>	<b>2,440,073.91</b>	<b>66,252.02</b>	<b>25,328.43</b>	<b>16,005.57</b>	<b>75,574.88</b>	<b>2,515,648.79</b>	

---

## Capital Reserve Funds

---

Of the fifteen reserve funds held by the Town, Town Meeting vote is required for three of these. The Board of Selectmen is named as agent to expend for ten reserve funds, the Library Board of Trustees is named as agent to expend for one reserve fund and the Cemetery Board of Trustees is named as agent to expend from one reserve fund.

This *Report on Capital Reserve Expenditures* is intended to provide a more detailed look at those accounts that have had deposit and expenditure activity during the year. Those accounts that have not seen any activity through expenditures are not reported here. For a complete report of all funds see the Trustees of Trust Funds *Report of Trust & Capital Reserve Funds*.

### Town Meeting

Town Meeting vote is required for expenditures from these reserve funds.

Fund	Created	Purpose
Fire Vehicles & Equipment	1981	Fire vehicles and equipment
Land Acquisition	1998	Purchase of easements and/or land for conservation, recreation or other public purposes
Library Building	2008	Planning, construction and furnishing of a new Library

---

## Board of Selectmen

The Board of Selectmen is named agent to expend the following funds. This means the Board of Selectmen may expend funds from these reserves without further action of Town Meeting.

Fund	Created	Purpose
Municipal Facilities, Maintenance and Equipment Capital Reserve Fund	1967	Purchase, alteration, addition, renovation or major repair to any Town-owned municipal facilities (Originally the Municipal Building CRF for the construction of a new municipal building. The fund was renamed and purpose redefined in 2013.)
Reappraisal	1971	Complete property reappraisal
Ambulance	1972	Ambulance
Municipal Water System <sup>(1)</sup>	1973	Capital improvements to and capital refurbishment of existing municipal water system production, storage, distribution, and control facilities and appurtenances; new water source development; the acquisition and construction, modification or refurbishment of water system buildings, shops, and garages; professional engineering services essential to the purpose of the fund and; the acquisition of land and other real estate essential to the purpose of the fund
Municipal Water Meter / Backflow Preventer <sup>(1)</sup>	1996	Periodic replacement of municipally maintained water meters and backflow preventers

---

<b>Fund</b>	<b>Created</b>	<b>Purpose</b>
Municipal Sewer System <sup>(1)</sup>	1996	Capital improvements to and capital refurbishment of existing municipal sewer system collection, storage, pumping, transmission, and control facilities and appurtenances; the Town's share of any eligible capital improvements to and capital refurbishment of the City of Lebanon joint wastewater collection and treatment facilities; the acquisition and replacement of capital service and repair equipment; the acquisition modification, construction or refurbishment of sewer system buildings, shops and garages; professional engineering services essential to the purpose of the fund and; the acquisition of land and other real estate essential to the purpose of the fund
Sidewalk Construction	2004	Sidewalk construction
Bridge Construction	2005	Bridge construction
Sand/Salt Facility	2007	Sand/salt facility construction
Capital Improvement Program	2012	Acquisition of Public Works Department, Fire Department, Ambulance Department and Police Department vehicles and equipment, and construction or improvements to infrastructure

<sup>(1)</sup> The Selectmen may expend from these funds in their capacity as Water and Sewer Commissioners

---

**Capital Improvement Program CRF:****Deposits:**

2019 Town Meeting, Article 15	\$422,168.00
-------------------------------	--------------

**Expenditures:**

2012 DPW Vehicle Lease Payment	34,277.63
2013 Jones Hill Road Improvement Loan Payment	30,885.14
2014 Capital Lease Payment	22,936.56
2016 Boys Camp Rd. Bridge & Boat Launch Loan Payment	20,471.60
2016 Capital Lease Payment	40,035.10
2016 Capital Lease Addt'l Payment (Cruiser Pay-Off)	19,478.70
2017 Capital Lease Payment	23,195.40
2018 Capital Lease	28,281.78
2019 George Hill Road Improvements	2,290.73
2019 Police Cruiser Purchase	35,000.00
Municipal Facility Optimization Study	19,346.20
Fire Dept. Air Cylinders	3,565.00
Fire Dept. Air Packs	10,795.00
Unanticipated Infrastructure (Bog Road Culvert)	8,320.00
Fire Dept. Overhead Door	6,588.00
PD Base Radio	4,974.32
PD Renovation	8,285.07
DPW Grader Overhaul	13,067.49
Municipal Facilities Project	7,252.00

Total Expenditures:	<u>\$339,045.72</u>
---------------------	---------------------

**Municipal Water System CRF:****Deposits:**

Vote of Board of Selectmen 11/18/2019	\$25,000.00
---------------------------------------	-------------

**Expenditures:**

Water Asset Management	<u>\$8,697.85</u>
------------------------	-------------------

Total Expenditures:	<u>\$8,697.85</u>
---------------------	-------------------

---

## Library Board of Trustees

The Library Board of Trustees is named agent to expend the following fund. This means the Library Trustees may expend funds from these reserves without further action of Town Meeting.

<b>Fund</b>	<b>Created</b>	<b>Purpose</b>
Non-CRF Library Technology	2005	Non-Capital Reserve Fund for library technology

There were no expenditures from the Non-CRF Library Technology Fund in 2019.

## Cemetery Board of Trustees

The Cemetery Board of Trustees is named agent to expend the following fund. This means the Cemetery Trustees may expend funds from these reserves without further action of Town Meeting.

<b>Fund</b>	<b>Created</b>	<b>Purpose</b>
Cemetery Capital Reserve	1996	Cemetery land acquisition/capital improvements

There were no expenditures from the Cemetery Capital Reserve Fund in 2019.

---

## Expendable Trust Funds

---

Where the Board of Selectmen is named agent to expend, the Board of Selectmen may expend funds from these trust funds without further action of Town Meeting<sup>(1)</sup>. As most expenditures are for small amounts, please see the Trustees of Trust Funds *Report of Trust & Capital Reserve Fun* for a financial report of these funds. Significant expenditures, should they occur, are reported here.

Fund	Created	Purpose
Cemetery Maintenance	Town Meeting 3/13/1998	For the purpose of maintaining the cemeteries; to designate the Board of Selectmen as agent to expend
Veterans Memorial Park Trust Fund	Board of Selectmen 12/16/2002	Construction of the Park, acquisition of monumentation and future site and monument maintenance
Fuel Fund	Board of Selectmen 8/4/2008	1) the funds will be utilized only for fuel assistance; 2) the Human Services Director distributes the funds; 3) the Human Services Director establishes criteria for eligibility; 4) the Town Manager and/or his/her designee can fill in for the Human Services Director when necessary; and 5) the Trustee of the Trust Funds manage the funds.
Trail Fund	Town Meeting 3/12/2011	For the purpose of printing future copies of the Enfield Trails Map, future revisions of the Enfield Trails Map, maintaining trails located within the Town of Enfield and creating new trails within the Town of Enfield

<b>Fund</b>	<b>Created</b>	<b>Purpose</b>
Old Home Days Fund	Board of Selectmen 10/21/2013	To support Old Home Days activities only; such as, but not limited to, program printing, advertising, event entertainment, event supplies, etc. • Town Manager will distribute the funds upon recommendation of the Enfield Heritage Commission, or designee. • Residents may make contributions throughout the year. • The funds may accumulate from year to year and do not need to be expended in one fiscal year. • The Trustees of Trust Funds will manage all funds.
Huse Park Improvement Trust Fund	Board of Selectmen 12/18/2017	Huse Park improvements
Mascoma Lakeside Park Expendable Trust Fund	Board of Selectmen 12/18/2017	Purchase of land and improvements to Mascoma Lakeside Park
Employee and Retiree Benefits Trust Fund	Town Meeting 3/17/2018	For the funding of employee and retiree benefits. Town Manager named agent to expend.

<sup>(1)</sup> The Town Manager serves as the designee of the Board of Selectmen to manage the deposits to and withdrawals for documented expenditures from these funds.

<b>Mascoma Lakeside Park Trust Fund:</b>		
<b>Beginning Balance</b>		<b>\$166,412.86</b>
Plus Deposits:		\$99,938.58
Expenditures:		
Land Purchase	128,600.00	
Surveying & Legal Expenses	6,300.00	
Miscellaneous Expenses	114.93	
Less Expenditures:		<u>\$135,014.93</u>
<b>Ending Balance:</b>		<b>\$131,336.51</b>



# Schedule of Fixed Assets other than Real Property\*

As of December 31, 2019

Asset #	Asset Improv #	Asset Description	Category	Year Acquired	Original Cost	2019 Value After Annual Depreciation
69	001	Whitney Hall Improvement	Buildings	1977	21,860.88	17,160.79
69	002	Whitney Hall Improvement	Buildings	1989	15,267.00	12,900.62
69	003	Whitney Hall Improvement	Buildings	1990	16,861.75	14,332.49
69	004	Whitney Hall Improvement	Buildings	1991	10,445.00	8,930.48
69	005	Whitney Hall Improvement	Buildings	1992	10,373.00	8,920.78
69	006	Whitney Hall Improvement	Buildings	1993	241,708.00	209,077.42
69	007	Whitney Hall Improvement	Buildings	1995	32,005.96	28,005.22
69	008	Whitney Hall Improvement	Buildings	1997	35,242.97	31,190.03
69	009	Whitney Hall Improvement	Buildings	1998	28,269.30	25,159.68
69	010	Whitney Hall Improvement	Buildings	1999	12,903.64	11,548.76
69	011	Whitney Hall Improvement	Buildings	2007	38,061.90	35,587.88
69	012	Whitney Hall Improvement	Buildings	2008	36,250.00	34,075.00
69	013	Whitney Hall Porch Repair	Buildings	2013	23,788.00	22,955.42
69		Whitney Hall, 23 Main St.	Buildings	1919	16,853.00	8,342.24
70	001	Enf Ctr Town House Improvement	Buildings	1989	15,228.00	12,867.66
70		Enf Ctr Town House	Buildings	1859	1,387.00	270.47
71		Police Station, 19 Main St.	Buildings	1992	98,852.00	85,012.72
72	001	Ambulance Bldg Improvement	Buildings	1995	35,239.69	30,834.73
72	002	Ambulance Bldg Improvement	Buildings	2007	22,005.73	20,575.36

\*Includes assets valued at \$10,000 or greater when acquired.

Asset #	Asset Improv #	Asset Description	Category	Year Acquired	Original Cost	2019 Value After Annual Depreciation
72	003	Ambulance Building Improvement	Buildings	2013	12,300.00	11,869.50
72		Ambulance, 18 Depot St.	Buildings	1995	26,433.00	23,128.88
73	001	Enf Ctr Fire Station Improvement	Buildings	1994	12,692.00	11,042.04
73		Enf Ctr Fire Station, 1100 NH Rt 4A	Buildings	1953	10,897.00	7,246.51
74	001	Union St Fire Station Improvement	Buildings	1995	17,125.09	14,984.45
74		Union St Fire Station, 25 Union St.	Buildings	1961	13,677.00	9,642.29
75	001	DPW Facility Improvement	Buildings	2002	116,722.26	106,217.26
75		DPW Facility, 74 Lockhaven Rd.	Buildings	1993	911,880.00	788,776.20
76	001	15 Shedd St. Garage Improvement	Buildings	1993	33,922.00	29,342.53
76	002	15 Shedd St. Garage Improvement	Buildings	1994	11,189.00	9,734.43
76		15 Shedd St. Garage	Buildings	1993	29,919.00	25,879.94
78		7 Shedd Street Garage	Buildings	1980	18,117.00	14,493.60
85		Shake Bridge Pump Station, 4 Pine Dr.	Buildings	1986	8,635.00	7,167.05
89	001	Community Building HVAC	Buildings	2013	15,000.00	14,475.00
89		Community Building, 308 US Rt 4	Buildings	2001	235,284.00	212,932.02
90		Huse Park Pavillion	Buildings	2005	43,858.82	40,569.41
95		Water Tank, 85 US Route 4	Buildings	1983	10,948.00	8,922.62
201		Old Route 10 Shim/Resurface	Roads	2010	12,774.00	4,258.00
300		Pump Station, 88 NH Route 4A	Machinery	1990	37,000.00	-
301		Pump Station, 38 Wells St.	Machinery	1985	54,651.00	-
302		Shaker Village Pump Station, 360 NH Route 4A	Machinery	1990	162,800.00	-
305		Carl Patten Bridge	Bridges	1996	546,394.00	415,259.44
306		George Pond Dam & Bridge	Bridges	1930	8,118.00	811.80
307		Grafton Pond Rd. Bridge	Bridges	1998	98,273.00	76,652.94

Asset #	Asset Improv #	Asset Description	Category	Year Acquired	Original Cost	2019 Value After Annual Depreciation
310		Whaleback Mountain Road Bridge	Bridges	2006	64,740.00	55,676.40
311		Oak Hill Road Bridge	Bridges	1988	91,023.00	61,895.64
312		Leica GPS System	Misc - Other	2006	49,668.14	-
313		2006 10-Wheel Sterling Dump	Vehicle	2006	151,620.00	45,486.00
314	001	Dump Body Replacement	Vehicle	2016	20,500.00	16,400.00
314		2006 6-Wheel Sterling Dump	Vehicle	2005	118,415.00	29,603.75
315	001	Lockehaven Rd Bridge Improvement	Bridges	1982	13,790.54	8,550.13
315		Lockehaven Road Bridge	Bridges	1981	45,904.86	28,001.96
321		2003 International Plow Truck	Vehicle	2002	116,000.00	11,600.00
322		1996 Ford F250 3/4 Ton Pick Up	Vehicle	1996	20,043.00	-
327		2001 Caterpillar Motor Grader	Vehicle	2002	208,185.00	58,291.80
333		2001 American LaFrance Engine	Vehicle	2001	278,000.00	66,720.00
335		1989 International Pumper 4	Vehicle	1989	130,000.00	-
336		1998 Freightliner Tanker	Vehicle	1989	105,000.00	-
337		1986 GMC Forestry Truck	Vehicle	1986	14,200.00	-
339		Bog Road Bridge Improvement	Bridges	2001	30,000.00	24,300.00
344		2001 Caterpillar Loader w/tool carrier	Equip - Mobile	2002	108,000.00	10,800.00
352		2003 Ford F350 Pick Up	Vehicle	2003	24,600.00	3,690.00
355		1990 Chipper	Equip - Mobile	1990	17,000.00	-
444	001	Methodist Hill Road Paving	Roads	2011	46,000.00	18,400.00
444	002	Methodist Hill Road	Roads	2013	39,757.00	21,203.73
444		Methodist Hill Road	Roads	2004	60,000.00	-
445	001	George Hill Road Shim/Resurface	Roads	2010	14,300.00	4,766.67
445	002	George Hill Road Pavement Overlay	Roads	2016	38,001.00	27,867.40

Asset #	Asset Improv #	Asset Description	Category	Year Acquired	Original Cost	2019 Value After Annual Depreciation
445		George Hill Road	Roads	2005	17,451.72	-
446	001	Lockehaven Road	Roads	2006	23,594.40	1,572.96
446	002	Lockehaven Road Drainage	Roads	2008	56,065.68	11,213.14
446	003	Lockehaven Rd. Paving	Roads	2012	56,250.00	26,250.00
446	004	Lockehaven Rd. Reclaim & 2" base pavement	Roads	2014	75,000.00	45,000.00
446	005	Lockehaven Road Pavement Overlay	Roads	2016	63,532.00	46,590.13
446	005	Lockehaven Road 1.25" overlay	Roads	2015	42,000.00	28,000.00
446	006	Lockehaven Road Paving	Roads	2017	22,000.00	17,600.00
446	007	Lockehaven Road Paving	Roads	2017	40,000.00	32,000.00
446	008	Lockehaven Road Paving	Roads	2017	35,000.00	28,000.00
446		Lockehaven Road	Roads	2005	47,815.95	-
450		2004 Mohawk Truck Lift	Equip - Mobile	2004	18,793.75	8,770.42
452		2006 Kubota Tractor Model B7610	Equip - Mobile	2006	17,165.00	1,144.33
453		Bud Mil Road	Roads	2006	18,034.32	1,202.29
454		Livingstone Lodge Road	Roads	2006	38,144.28	2,542.95
456		Warren Road	Roads	2006	13,842.05	922.80
457	001	Dump Body Replacement	Vehicle	2016	20,500.00	16,400.00
457		2007 Sterling L8500 6-whl dump	Vehicle	2006	118,985.00	35,695.50
459		Oak Grove Street	Roads	2006	48,410.00	3,227.33
461		2008 Ford Expedition	Vehicle	2007	29,982.88	14,391.78
464		Power Pro Ambulance Cot	Misc - Other	2007	10,111.00	-
469		2008 Brush Bandit Chipper Model 1590	Equip - Mobile	2008	40,950.00	16,380.00
470		2008 PL Custom Ambulance	Vehicle	2008	117,000.00	46,800.00
472	001	Library (New) - Design/Pre-Const.	Buildings	2009	20,990.45	19,835.98

Asset #	Asset Improv #	Asset Description	Category	Year Acquired	Original Cost	2019 Value After Annual Depreciation
472		Library (New) - CIP	Buildings	2008	133,000.00	125,020.00
473		Generator 85KW	Equip - Mobile	2008	14,183.50	-
474	001	Brown St. Reclamation	Roads	2008	10,022.14	2,004.43
474		Brown St. Catch Basin	Roads	2008	27,029.98	5,406.00
476		May St. Pavement Overlay	Roads	2008	41,555.45	8,311.09
478		2009 Sterling Acterra #213	Vehicle	2008	103,749.00	41,499.60
480		2009 Ford Crown Victoria	Vehicle	2009	22,819.00	-
481		Digitized Mapping	Misc - Other	2008	131,604.89	-
486	001	Rescue Truck Retrofit	Vehicle	2009	10,416.00	4,687.20
486		1997 Ford F350 Rescue Truck	Vehicle	2009	12,525.00	5,636.25
489		2011 Ford F550 Super D Dump	Vehicle	2010	93,254.00	46,627.00
491		Baldor TS-80 Generator	Equip - Mobile	2010	28,600.00	-
492		2011 CAT 430E IT Backhoe	Equip - Mobile	2010	117,600.00	-
493	001	Shaker Bridge Sewer Main Replacement	Infrastructure	2010	506,200.25	404,960.20
493	002	Sewer Force Main Relocation/Shaker Bridge	Infrastructure	2011	22,545.62	18,487.41
493		Shaker Bridge Sewer Main Replacement	Infrastructure	2010	69,889.46	55,911.57
495		Shaker Blvd Shim/Resurface	Roads	2010	27,929.00	9,309.67
496		Union Street Shim/Resurface	Roads	2010	12,753.00	4,251.00
498		Mill St. Shim/Resurface	Roads	2010	11,474.00	3,824.67
499		Flanders St. Shim/Resurface	Roads	2010	24,939.00	8,313.00
500	001	Lapan Development paving	Roads	2012	22,500.00	10,500.00
500		Lapan Circle Shim/Resurface	Roads	2010	25,423.00	8,474.33
503		Main St. Water Main Replacement	Infrastructure	2011	11,180.62	9,168.11
505		Outdoor Lighting Upgrade	Infrastructure	2011	18,992.58	-



Asset #	Asset Improv #	Asset Description	Category	Year Acquired	Original Cost	2019 Value After Annual Depreciation
506		Grand Drape Restoration (Whitney Hall)	Misc - Other	2011	10,094.15	8,277.20
507	001	Route 4 Sewer Extension	Infrastructure	2012	2,498,821.77	2,099,010.29
507		Route 4 Sewer Extension	Infrastructure	2013	220,881.10	189,957.75
508	001	Route 4 Water Extension	Infrastructure	2012	440,968.55	370,413.58
508	002	Route 4 Water Extension	Infrastructure	2013	95,335.76	81,988.75
508		Route 4 Water Extension	Infrastructure	2013	35,954.14	30,920.56
509		Route 4 Design Charrette	Misc - Other	2011	15,480.97	1,548.10
510		Huse Park Drainage	Infrastructure	2011	59,115.25	48,474.51
511		Main St. Sewer Main Extension	Infrastructure	2011	49,107.43	40,268.09
512		Shaker Blvd Bridge Replacement	Bridges	2011	279,060.00	228,829.20
513		Hurricane Irene Repairs	Roads	2011	90,081.64	36,032.66
515	001	Anderson Hill Road 1" Shim Overlay	Roads	2014	18,000.00	10,800.00
515		Anderson Hill Road Paving	Roads	2011	20,500.00	8,200.00
516		Whaleback Mountain Road Paving	Roads	2011	19,500.00	7,800.00
518		John Deere Tractor w/attachments	Equip - Mobile	2011	60,196.68	6,019.67
519		Ray-Tech Reclaimer	Equip - Mobile	2011	24,950.00	2,495.00
523		2012 Chevy K1500 Pickup	Vehicle	2012	27,500.00	16,500.00
530		Wells St. Paving	Roads	2012	11,250.00	5,250.00
531		2013 International Dump 4300	Vehicle	2012	90,378.00	54,226.80
532		2013 International Dump 4300	Vehicle	2012	90,378.00	54,226.80
533		2012 Kioti Mechtron 2200 UTV	Equip - Mobile	2012	12,351.00	2,470.20
534		Huse Park Paving	Roads	2012	25,000.00	11,666.67
537		2011 Kioti Mechtron 2200 UTV	Equip - Mobile	2012	14,402.00	2,880.40
542		2013 1660 Connector Boat	Equip - Mobile	2013	26,515.00	7,954.50

Asset #	Asset Improv #	Asset Description	Category	Year Acquired	Original Cost	2019 Value After Annual Depreciation
543		LSV pump Station Control Upgrade	Machinery	2013	13,755.31	10,545.74
544	001	Salt/Sand Shed loading dock & site work	Buildings	2014	35,000.00	33,950.00
544		Salt/Sand Shed	Buildings	2013	150,000.00	144,750.00
545		Thermal Imaging Camera	Misc - Other	2013	10,820.00	3,246.00
547		2013 Ford Interceptor	Vehicle	2013	29,900.00	8,970.00
548		Transfer Station Storage Shed	Buildings	2013	15,000.00	14,475.00
548		File Server (Town Office)	Misc - Other	2013	10,190.00	-
549		Jones Hill Road Reconstruction	Roads	2013	267,641.34	142,742.05
552		Shaker Bridge Lighting	Infrastructure	2013	17,911.81	-
556	001	Crystal Lake Road Paving	Roads	2018	110,618.36	95,869.25
556		Crystal Lake Road	Roads	2013	10,927.00	5,827.73
558		Mascoma Heights Drive	Roads	2013	22,552.00	12,027.73
559		Union St. Fire Station Parking Lot Paving	Roads	2013	12,320.00	6,570.67
560		NH Route 4A Sewer Line Repair	Infrastructure	2013	65,000.00	55,900.00
561		2015 Ford F450 Dump w/Plow	Vehicle	2014	43,061.25	25,836.75
562		2015 Ford F450 Dump w/Plow	Vehicle	2014	43,061.25	25,836.75
563		Ridge Road 1" Shim Overlay	Roads	2014	20,000.00	12,000.00
564		2015 International 7400 SFA 4x2	Vehicle	2015	148,100.00	111,075.00
565		Patricia Court Reclaim and 2" base paving	Roads	2015	19,500.00	13,000.00
566	001	Mountainview Drive Pavement Overlay	Roads	2016	14,184.00	10,401.60
566		Mountainview Drive Improvements	Roads	2015	36,000.00	24,000.00
567		Compactor	Equip	2015	17,110.00	13,688.00
568		Jaws of Life (Existing 2013/Upgraded 2015)	Equip	2015	12,567.00	9,425.25
569		Jaws of Life Combi-Tool	Equip	2015	10,287.00	7,715.25

Asset #	Asset Improv #	Asset Description	Category	Year Acquired	Original Cost	2019 Value After Annual Depreciation
570		E-One Typhoon Pumper	Vehicle	2015	406,868.00	325,494.40
571		Fire Hoses	Equip	2015	11,197.00	8,397.75
572		Boys Camp Bridge (New/Replacement)	Bridges	2016	130,000.00	124,800.00
573		2017 Ford F-550 w/plow, wing & sander	Vehicle	2016	81,635.00	48,981.00
574		2016 Ford Explorer Cruiser (outfitted)	Vehicle	2016	35,110.00	21,066.00
576		Mascoma Lake Boat Ramp & Dock	Roads	2016	155,000.00	142,600.00
577		Zoll Defibrillator	Misc - Other	2016	31,787.74	23,311.01
578		Jaws of Life Combi-Tool	Equip	2016	10,287.00	8,229.60
579		Polaris Ranger 6x6 UTV	Equip - Mobile	2016	22,000.00	13,200.00
580	001	NH Route 4A Sewer Line Extension	Infrastructure	2018	950,000.00	950,000.00
580		NH Route 4A Sewer Line Extension	Infrastructure	2017	2,157,085.54	2,092,372.97
581		2017 Ford Interceptor	Vehicle	2017	34,925.56	24,447.89
582		2017 Ford Expedition Fire Support Truck	Vehicle	2017	43,057.52	37,890.62
583		2017 Bobcat E45 T4 Excavator	Equip-Mobile	2017	65,735.00	55,874.75
584		25-Ton Cam 829TA Equipment Trailer	Equip-Mobile	2017	22,187.93	19,969.14
585		Dynapac CA250D Roller	Equip-Mobile	2017	48,350.00	41,097.50
586		Lovejoy Brook Bridge	Bridges	2017	300,000.00	291,000.00
587		Alfano Drive Paving	Roads	2017	10,000.00	8,000.00
588		Anthony Court Paving	Roads	2017	10,000.00	8,000.00
589		Accufund Financial Software	Misc - Other	2018	34,028.00	32,326.60
590		Avitar Assessing Software & Other Modules	Misc - Other	2018	17,528.00	16,651.60
591	001	2018 F 350 Pick up & Outfitting (Shared Asset)	Vehicle	2018	18,905.50	17,960.23
591	002	2018 F 350 Pick up & Outfitting (Shared Asset)	Vehicle	2018	18,905.50	17,960.23
592		Strategic Governance	Misc - Other	2018	28,750.00	23,000.00



Asset #	Asset Improv #	Asset Description	Category	Year Acquired	Original Cost	2019 Value After Annual Depreciation
593		18 Ford Explorer Cruiser (outfitted)	Vehicle	2018	31,375.20	28,237.68
594		LSV Pump Station 36 KW Generator	Equip	2018	19,600.00	18,816.00
595		King James Road Paving	Roads	2018	90,584.00	84,545.07
596		Stevens Street Paving	Roads	2018	12,883.00	12,024.13
597		Lake Street Paving	Roads	2018	11,259.00	10,508.40
598		Lakeview Pump Station	Buildings	2018	385,000.00	383,075.00
599		Lakeview Pump Station Generator	Equip	2018	26,000.00	24,960.00
600		Marsh Well Pump	Machinery	2018	11,970.00	10,773.00
601		Water Asset Management Plan	Misc - Other	2019	12,929.32	12,929.32
602		Municipal Facilities Optimization Study	Misc - Other	2019	25,355.41	25,355.41
603		Wastewater Asset Management	Misc - Other	2019	31,038.01	31,038.01
604		Wastewater Planning	Misc - Other	2019	49,655.80	49,655.80
605		2019 F-350 Flat Bed / Tool Box	Vehicle	2019	34,898.00	34,898.00
445	003	George Hill Road Reconstruction	Roads	2019	250,000.00	250,000.00
606		2018 Ford Interceptor Cruiser	Vehicle	2019	41,659.07	41,659.07
327	001	2001 Caterpillar Motor Grader Overhaul	Vehicle	2019	13,817.49	13,817.49
607		Municipal Facilities Project	Misc - Other	2019	29,008.00	29,008.00
608		Upper Potato Road Culvert Replacement	Roads	2019	53,250.00	53,250.00
609		Bog Road Culvert	Roads	2019	43,170.00	43,170.00
500	002	Lapan Circle Paving	Roads	2019	25,000.00	25,000.00
495	001	Shaker Boulevard Paving	Roads	2019	14,000.00	14,000.00
610		Sargent Street Paving	Roads	2019	16,000.00	16,000.00
					\$ 18,843,206.85	\$ 13,799,753.36



---

# Town of Enfield



## Narrative Reports

---

## Building Inspector/Health Officer/Fire Inspector

---

### ~ MISSION STATEMENT ~

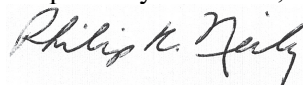
**To provide the citizens of Enfield, NH with as safe and healthy a living environment as possible, by applying the applicable codes and laws adopted by the Town and the State of NH in a timely and fair manner; to assist other departments and administration with information and knowledge necessary to achieve the common goal of betterment of the Town of Enfield.**

The year 2019 continued to be very busy for this department. 124 Building Permits were issued during the year with 8 new single family housing units being applied for. The vast majority of permits issued were for remodeling of kitchens and bathrooms in existing homes. Residential solar permits were busy as well, with a total of 9 having been installed. Commercial activity increased this year with a new 5,000 square foot woodworking business located at I-89 Exit 15, change of use at the Enfield Garage building to a courier business, and the Great View Roller Rink will become a dog day care. All of these received approval from the required land use board prior to issuance of their permit.

If anyone has questions about a project do not hesitate to contact this office for review prior to submission of the permits.

Fire prevention and life safety issues are items that we all need to be aware of; making sure everything possible is being done to make our homes as safe as possible. Remember to check your smoke and carbon monoxide alarms, never remove the battery or disable the unit. If the alarm sounds trust it, and call 911 so the situation can be checked properly. Develop a family escape plan, have a designated meeting place in case of an emergency and wait for emergency services to arrive, never reenter the building.

Respectfully submitted,



Philip K. Neily  
Building, Health, Fire Inspector

---

## Capital Improvement Program Committee

---

The year 2019 has closed and the Capital Improvement Program (CIP) Committee is pleased to report that eight years from inception, the CIP is continuing its progress helping the town move toward a more comprehensive long-term strategic plan for capital projects and vehicle/equipment upgrades.

The strategy developed by the CIP Committee was to:

5. Continue to update and maintain fixed asset inventories
6. Articulate an affordable long-term funding strategy through the development of a 6-year Capital Improvement Plan (CIP plan)
7. Facilitate a smooth, affordable tax rate
8. Leverage funding sources that fit our needs

We began 2019 with a balance of approximately \$1,123,000 in the CIP Capital Reserve Fund (CRF). By the end of 2019, the balance stood at approximately \$1,220,000. Current debt service liabilities for 2020 are \$252,251, which represents a \$46,776 increase from the \$205,475 in debt service paid by the CIP-CRF in 2019.

The town has made progress stabilizing the funding process for capital projects and there is still significant work to do in 2020. To plan beyond 2020, departments have submitted a wide range of capital requests for years 2021-2025. These requests include funding the replacement of many municipal vehicles and equipment, such as Fire Department forestry vehicle, air packs, radios, ambulance, plow trucks and roadside mowers.

Requests also include funding for a wide range of infrastructure projects, such as road improvements, upgrades of aging water infrastructure, and renovations to municipal buildings. As 2019 came to a close the Town continued to work with an architecture firm (Bread Loaf) on a conceptual design and cost estimation project relative to the renovation and expansion of Whitney Hall (which houses Town offices, public library, and Shaker Bridge Theatre) and construction of a public safety facility that would house police, fire, and ambulance departments.

The outcomes of this project will have important implications regarding what sorts of municipal building investments are funded in the short-term and longer-term. Similarly, the findings of concurrent asset management studies related to the Town's municipal water and sewer systems will also inform the capital plan relative to maintaining associated infrastructure and equipment (funding which will of course come from the respective municipal water and

sewer capital reserve funds and not the CIP Capital Reserve Fund that is funded with tax dollars).

Given funding constraints, many capital requests will ultimately be postponed, revised, or declined as the committee completes a thorough needs assessment, examines alternatives, and prepares a 6-year CIP plan.

To fund additional capital needs, we are seeking \$574,000 for the following items to be purchased from the CIP-CRF in 2020:

	Cash	Financed
Police Cruisers (4, fully equipped)		190,000
Police Station Front Entrance Security Upgrades	6,000	
DPW One Ton Pickup (F-350)		48,000
DPW Facility Gas Tank	12,000	
DPW Zero Turn Mower	7,500	
DPW Steamer (Trailer Mounted)	13,500	
DPW Cat Loader Overhaul	18,000	
Oak Hill Road Bridge		150,000
Sidewalk Improvements (Main Street)		40,000
IT Hardware/Software Replacements & Upgrades	46,000	
Community Building Improvements	9,000	
FD Portable Radio Replacement	20,000	
FD SCBA Replacements (2 Airpacks)	14,000	
Subtotal	146,000	428,000
<b>TOTAL</b>	<b>\$574,000</b>	

The most significant 2020 capital request, which was submitted by the Fire Department, was a proposed rescue pumper to replace Engine 4. Engine 4 is approximately 30 years old and is rarely placed in service (Engine 5, which is approximately 20 years old presently serves as the primary engine being garaged in the Union Street Fire Station). The Fire Department proposed replacing Engine 4 with a rescue pumper (an apparatus that doubles as both a fire engine and rescue vehicle) with the goal of ultimately avoiding the need to replace the aging rescue truck (which would otherwise be scheduled for replacement in the next 2-3 years) by consolidating two vehicles into one. The estimated cost for the rescue pumper apparatus is between \$540,000 and \$600,000.

After considerable deliberation, the CIP Committee decided against recommending replacement of Engine 4 in 2020. The Committee strongly

---

believes in maintaining the highest standards for public safety and supports acquiring a rescue pumper to consolidate two existing apparatus into one to facilitate up to \$200,000 in cost savings in the process. The CIP Committee also feels strongly that the Town should first pursue federal funding via the “Assistance to Firefighters” grant program which could offset up to 95% of the cost of a new fire engine, thus allowing the Town to stretch our CIP fund further and ultimately enable other important projects to happen sooner. The grant program, which is administered by the U.S. Department of Homeland Security’s Federal Emergency Management Agency, funds the acquisition of many fire engines and other apparatus in small towns across the country on an annual basis.

The CIP Committee is requesting that \$448,368 be raised and appropriated to the CIP-CRF in 2020 (a \$26,200 increase over \$422,168 raised and appropriated in 2019) so that we can continue to build and maintain sustainable capital reserves moving forward.

Although the CIP Committee, which was officially formed in 2012, has worked diligently over the past eight years to responsibly plan for vehicle/equipment placements and needed capital projects, prior to 2019, it had been approximately 15 years since the Town last developed and updated an official Capital Improvement Plan. The current draft is in progress to incorporate information from the various studies conducted over the past year.

Future iterations of the Capital Improvement Plan will articulate broad goals of the plan, speak to pertinent trends in Town demographics, explain different funding methods, forecast projects/needs on the horizon, and provide detailed narratives/justifications for specific funding proposals. We anticipate a finalized copy of the updated 6-Year CIP Plan (which will cover 2020-2025) will be finalized and presented to the Board of Selectmen in March/April 2020.

We appreciate the Town’s continual support of this program and look forward to sharing the draft CIP plan with town residents once it is completed in the coming months.

Respectfully submitted,



Ryan J. Aylesworth  
Town Manager  
(on behalf of the CIP Committee)

---

## Cemetery Trustees

---

### ~ MISSION STATEMENT ~

**The Mission of the Cemetery Trustees is to ensure that ample resources are available to maintain all cemeteries (stones, fences, grounds, stone walls, trees, etc.) for which the Town of Enfield is responsible, on an ongoing basis, ensure that all cemetery records are accurately and completely maintained in a timely manner, and advocate on behalf of those who can no longer represent themselves.**

2019 was a peaceful and successful year, sent by Nature to atone for 2018. There were no damaging storms or mudslides or manmade catastrophes to disturb the residents under our care; only an occasional sunken or broken headstone.

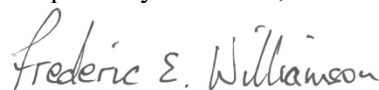
The town's grounds crew performed admirably, bringing all the cemeteries back into good condition. We even restored the view to Mascoma Lake from Lakeview Cemetery, which seemed most appropriate. By the end of the season our most significant issue appeared to be the deteriorating condition of our signage. The ancient tree in the middle of Montcalm Cemetery continues to worry, although experts have no immediate concerns.

The untiring efforts of Gordon Clough led to this result. He identified and preempted emerging issues continuously while working effectively with town personnel. We will miss his guidance.

Special thanks also to Fred Cummings, who volunteered to help if needed despite his heavy schedule.

I hope that 2020 will be as uncomplicated as 2019.

Respectfully submitted,



Frederic E. Williamson



---

## Conservation Commission

---

### ~ MISSION STATEMENT ~

**To protect the National Resources of Enfield and preserve them for future generations.**

2019 was a productive year for the Commission. Updating the natural resources inventory of wildlife habitat and corridors within the Town's borders continues and will continue into 2020.

In March at the annual Town Meeting, the Common Milkweed was designated as the Town Wildflower. Milkweed won the Commission's town-wide vote over four other wildflowers. The Commission contracted with Canaan artist, Joan Thompson, for an original painting of the milkweed flower. Copies of this painting can be seen at the Town Office, Library and Public Works Facility.

Also in March, the Commission welcomed new member Terry Terry. Terry is a retired Professional Engineer. He received his Bachelor's (1974) and Master's (1975) Degrees from Clarkson College of Technology. Mr. Terry was an officer in the United States Navy's Civil Engineer Corps and retired in 1995. He held positions of increasing scope and responsibility in construction management, contracting, and public works administration at Navy and Army commands. He earned several awards for meritorious service during his Naval career. From 1997 to 2017 he was a member of Team Engineering and was awarded Engineer of the Year for Criterium Engineers in 2003. He was licensed as a Professional Engineer in VA, TX, NH, MA, and VT and as a Home Inspector in NH and MA. He is an adaptive certified ski instructor and works part time at the Dartmouth Skiway. He has been a resident of Enfield since 1993.

In July, to celebrate the 25<sup>th</sup> anniversary of the Colette Trail, the Commission sponsored a hike from Crystal Lake to the trailhead on Grafton Pond Road. Life-long Enfield residents were joined by a couple newly moved from Denmark to the Enfield community.



---

In November, the Commission dedicated a bench in memory of Gary Gaudette, who served on the Commission for 18 years. The bench overlooks an island in Mascoma River at the edge of the Town Office and Library parking lot.



The Commission would like to thank Jim Taylor and the Enfield Public Works crew for helping the Commission by removing dangerous overhanging trees across the Colette Trail, and mowing the meadow at the entrance of the Colette Trail on Grafton Pond Road. The mowing helps promote wildlife diversity.

Respectfully submitted,

Alan Strickland, Chairman

---

## Energy Committee

---

### ~ MISSION STATEMENT ~

**To identify energy savings opportunities for the Town  
and residents of Enfield.**

#### *Weatherization*

In 2019 the Enfield Energy Committee teamed up with the Canaan Energy Committee to implement a Weatherize campaign. The project supported weatherization of homes in our towns with planning support from Vital Communities and financial assistance from electrical utilities' Residential Energy Efficiency Programs through NHSaves.

At the informational session held at the Mascoma Regional Valley High School, community members were informed about the program. Contractors were available to explain their weatherizing services and answer general questions. Energy audits were available to residents at a reduced cost. If a household qualified for the Weatherize program through NH Saves, they could have an energy audit and reduced rates on weatherizing services.

In Enfield, a total of 52 households expressed interest, 36 audits were requested, 19 audits scheduled, 12 completed with signed contracts to proceed with weatherization work. Between 2013 and 2015 NHSaves reports two weatherize projects on average in Enfield.

We know the impact of conducting energy and offering reduced costs for weatherization has helped our community members become aware of ways to keep warm and reduce their fuel expenses.



Kim Quirk speaking to a full house at the  
Weatherize Kick Off event at Mascoma Valley Regional High School



Weatherize Canaan and Enfield team at Kick Off event January 19, 2019.

### *Energy Saving Lighting and Weatherization Projects*

We continued to make progress on replacing older, fluorescent light fixtures with energy efficient LED fixtures. In 2019 this included the Community Building recessed cans, perimeter bulbs in the main meeting room, and tubes in the basement rooms (to be installed in 2020).

In the Town Hall basement, all the ceiling fixtures were converted to LEDS. In the DPW, 9 outside flood lights were replaced with LEDs. In past years we had converted most of the rest of the DPW lights to LED.

The DPW completed a level 1 energy audit and we expect to get a level 2 audit done in 2020, which will provide detailed suggestions on insulation and air infiltration improvements (which are much needed!).

In 2020, the Enfield Center Fire Department will have its fluorescent fixtures converted to LED.



Nine new lights installed on the DPW building. (Light on the roof is the moon.)

---

*Community Power Plan*

The Selectboard authorized a sub-committee of the energy committee to form a Community Power Plan for the Town of Enfield. We will be working with our neighboring towns and the City of Lebanon to understand how our community can have more choice and control over the power purchased for the Town of Enfield and its residents. This would also enable Enfield to use locally generated solar as part of our energy source, if desired. A report will be presented to the Selectboard in 2020. If there are actionable items they will be submitted for the 2021 Town Warrant.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jo-Ellen Courtney". The signature is written in dark ink and is positioned above the printed name.

Jo-Ellen Courtney  
Chair



---

## F.A.S.T. Squad

*(First Aid Stabilization Team)*

---

### ~ MISSION STATEMENT ~

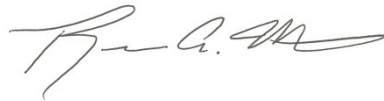
**The Mission of the Enfield FAST Squad is to establish, train and maintain a life saving squad that will serve the citizens of Enfield and to sponsor and promote public programs of First Aid, CPR, AED training and disease/accident prevention.**

Enfield FAST Squad was dispatched to a total of 449 calls for service in 2019. We have staffed the ambulance with on call staff for prompt coverage at night. Lebanon Fire Department provides day time coverage. The Enfield FAST Squad needs more members that are available to respond to calls. If you are interested in an on call Emergency Medical Technician position (even if you are not yet trained), the Enfield FAST Squad would welcome and assist interested candidates. Please call 632-5200 or email [efirefighter32@yahoo.com](mailto:efirefighter32@yahoo.com).

We continue to focus on training both our FAST Squad members and the general public (including Enfield municipal personnel, teachers, coaches, Boy Scouts, Girl Scouts and additional organizations). Multiple members successfully completed “Stop the Bleed”, an instructor class for applying tourniquets. The FAST Squad is currently holding Advanced EMT and Basic training classes. In addition, First Aid, AED and CPR training sessions are held free of charge to the public. (*Donations gratefully accepted*) We also hold monthly training sessions for our Squad members to cover topics and current protocol changes that would help better serve the residents and guests of Enfield.

The Enfield FAST Squad is proud to educate, serve and provide compassionate life-saving services to our fellow townspeople.

Respectfully submitted,



Richard Martin  
EMS Chief

---

### **Current F.A.S.T. Squad Membership**

EMS Chief – Richard Martin, EMT  
Training Officer/Capt. – Michael Mehegan, AEMT/Instructor

Jordyn Bagalio, AEMT  
Joel Coehlo, Paramedic  
Daniel Huff, Paramedic  
Julie Martin, EMT  
Taylor Martin, EMT  
Doug Miller, EMR  
Heather Ruel, EMT  
Christopher Valley, AEMT  
Joshua Wessells, EMT  
Kimberly Withrow, EMT

---

## Fire Department

---

### ~ MISSION STATEMENT ~

**The Enfield Fire Department endeavors to provide safe, effective and efficient fire protection services to the residents of Enfield and to provide comprehensive education to reduce the causes of fire.**

2019 was a year of transition and change for the Enfield Fire Department.

Long time Fire Chief David Crate retired as Fire Chief after being in the role for decades. He has served on the Fire Department for over 50 years, and remains a member now. He has given a majority of his life to serving the Town, not only as a member of the Fire Department, but also as a Forest Fire Warden, a position he continues to serve in currently. We will forever be indebted to him as a department for all he has done for the Town of Enfield.

Captain Richard Crate also retired from the Enfield Fire Department after more than 50 years of service. He continues to serve as a Deputy Forest Fire Warden, issuing fire permits to residents in Town. He has given a majority of his life to serving the Town as well. We are also indebted to him for all he has done for the Town.

Combined, these two men have provided 100 years of dedicated service to the Town of Enfield. Also, many members of their family, including their father Don and brother Donnie have served for decades as well over the years. The Crate Family has well over 200 years' worth of combined service to the Enfield Fire Department and the Town of Enfield. That is a very impressive legacy, and one that will likely never be repeated by a single family in the Town again.

It was my honor to be appointed as the new Fire Chief. I am humbled at the opportunity to serve in this role. We have made progress in many areas this year. First, the fire station on Union Street got a major clean out this spring. You may have seen the dumpsters there for a few weeks. Many hours went into cleaning out the building of things we no longer needed. We filled the trash dumpster, and had a lot of items in the metal dumpster as well. Also, I recommended the Town declare three pieces of equipment as surplus, allowing us to sell the old Forestry unit, our old Engine 3, and our old boat. All items were declared surplus and were then sold.

There have been management changes in 2019 as well. Jeremy Ford, who began his firefighting career in Enfield, has returned to the department. He



---

was hired back in to the position of Assistant Fire Chief. In this role, he is in charge of training for the department moving forward. After leaving Enfield, he served in the US Air Force as a firefighter, and upon returning to the area, served the Town of Canaan as a firefighter as well. He holds an Associate's Degree in Fire Protection. The Fire Department is fortunate to have him in this position. There have also been two promotions within the department. Kim Withrow, who has served the Town on the Fire Department, the Ambulance, DPW, and various other roles, was promoted to the rank of Lieutenant. Josh Wessells, who serves on the Ambulance as well, was promoted to the rank of Captain. Moving forward, I will be evaluating all other officers' positions within the department, and some adjustments will be made. There will also be more promotions announced in 2020.

At the end of 2019, the Fire Department purchased new software to better track our operations. Assistant Chief Ford evaluated several different vendors over approximately two months. After review, we purchased software from Emergency Reporting. This software will track our calls, and will report to the National Incident Fire Reporting System. It will also track training for each member. It will keep track of personnel hours and keep track of members' time. There are several other features, and we will be using it to its maximum potential. It is a huge leap forward in record keeping.

There have been over 200 hours of training logged in 2019. In addition, we have one member enrolled in, and about to finish, the Firefighter Level 1 certification course. We have another member who is taking a refresher course in Level 1 and will be testing to become certified in the spring. Training will continue to be a priority in 2020. A Fire and EMS working group has been working with Municipal Resources, Inc. (MRI), the consulting firm hired by the Town to assist with the transition from governance by Fire Wards to governance by the Town Manager. I have adopted 16 new policies to better define procedure in the Fire Department; more are in process. As of this writing, work is being done to establish formal job descriptions for all positions within the Fire Department.

Over the years, the Firefighters Association has donated tens, if not over a hundred thousand dollars in equipment to the Town. In 2019, the Firefighters Association made a huge donation to the Town for the purchase of new air packs. This purchase was a great collaboration between the Association and the Town, which contributed funds as well. Ten new air packs and 20 new air bottles were purchased and placed into service. All of the leg work for the air pack purchase was done by Jess Ovitt, and she did a great job. She is the person who maintains and tracks all of our air packs. The remaining air packs that need to be replaced have been recommended to be included in the CIP program. Work has also been done to solicit quotes to replace Engine 4, which is 31 years

---

old. The plan is to combine the Engine and the Rescue truck in to a single vehicle. Both items have been in the CIP plan from its inception, and part of the justification for the money that is put in the reserve fund each year. It will have no impact on your taxes. The truck will be purchased through a 10 year lease purchase, similar to other large pieces of Town equipment. Actually, combining these two trucks will take the Rescue truck out of the CIP, potentially saving the Town hundreds of thousands of dollars. I have asked that the Board of Selectmen, the Budget Committee, and the Capital Improvement Committee support and endorse this purchase which is important to public safety. Moving forward, it is my intention to work with the Town Manager toward obtaining a grant to assist with the replacement of Engine 5, also in the CIP, which will most likely need to be replaced in 5-7 years.

A huge thank you to the residents of the Town for all of your support in the past, as well as in the future. Thank you to the men and women of the Enfield Fire Department for all the time and effort that you give to the Town to make it a better and safer place to live. Thank you also to your families for allowing you to serve your Town. I also extend thanks to all of the countless volunteers in Town, and all the members of other Town departments that we work alongside year round. All of you make this Town one of the best places to live and raise a family.

Respectfully,

A handwritten signature in dark ink, appearing to read "Fred Cummings", with a stylized flourish at the end.

Fred Cummings, Fire Chief

---

**Fire Department Call Record**  
**January 1 – December 31, 2019**

Classification of Call:	Number of Calls			
	2016	2017	2018	2019
Structure Fire	2	2	2	5
Chimney Fire	3	2	4	5
Grass/Forrest Fire	3	3	5	1
Illegal Burn	2	0	2	0
Electrical Fire	0	3	6	2
Wires Down	11	15	10	3
Alarm Activation	10	15	20	20
Public Assist	5	4	10	19
Medical Assist	4	6	11	10
Haz-Mat	2	2	2	5
Search/Rescue/Recovery	3	7	0	0
Odor/Smoke Investigation	9	11	9	11
Tree Down	0	9	15	2
Motor Vehicle Accident	34	37	38	20
Motor Vehicle Fire	6	4	1	2
Carbon Monoxide	9	4	8	2
Mutual Aid - North Woodstock	0	2	0	0
Mutual Aid-Canaan	14	11	7	19
Mutual Aid-Lebanon	11	8	7	5
Mutual Aid-Grafton	5	1	2	1
Mutual Aid-Springfield	2	3	3	3
Mutual Aid-Hanover	3	1	0	2
Mutual Aid-Plainfield	1	1	0	0
Mutual Aid-Grantham	0	3	0	0
<b>Total Calls</b>	<b>139</b>	<b>154</b>	<b>162</b>	<b>139</b>

---

## Heritage Commission

---

### ~ MISSION STATEMENT ~

**The Enfield Heritage Commission will properly recognize, protect, and promote the historic and esthetic resources that are significant to our community, be they natural, built, or cultural. The Commission will work co-operatively with other educational and civic organizations in fulfilling its mission.**

The Heritage Commission continued to seek solutions for Enfield Center Town House in 2019. A request to hold over the Mooseplate Grant past the two-year deadline was approved by NH Historic Resources and in September, a second Mooseplate Grant was awarded to Enfield for much needed structural repairs to the Town House. A Request for Proposals for structural repairs has been issued but to date, no contractor has been selected. The Commission continues to explore all grant opportunities and other funding sources to insure this important historic building will be saved and put back into public use. In addition to the structural repairs, possibilities for land acquisition to provide septic, well, and parking are also being explored.

In July, Meredith Smith, Heritage Chair, toured the Town with Nadine Miller from NH Historic Resources to identify possible places or areas that could become Local Historic Districts, a requirement to become a Certified Local Government municipality. The mill houses were of interest to Ms. Miller as they reflect Enfield's mill history, along with the larger mill manager's houses and mill owner's house, and Greeley House on Shaker Hill Road. The Commission voted at the October meeting to focus on the mill houses and mill related structures on Shaker Hill Road as a possible Local Historic District in preparation for applying to the Certified Local Government Program. The major hurdle appears to be the need for more information on how the Local Historic District might be implemented and where the Local District/s might be identified. The Commission will continue to explore all possibilities to become a CLG Town which would offer grant opportunities Enfield would otherwise not be eligible for. Heritage Commission member Linda Jones is heading up the Commission's efforts towards the Certified Local Government and has collected information from several neighboring towns with CLG classification.

Heritage Commission suggested to Enfield Shaker Museum Board that they begin the process of listing the Great Stone Dwelling as a National Historic Landmark. Shirley Green, Museum Board member, brought this suggestion to

---

the Museum board and they are now actively pursuing Landmark status for the Great Stone Dwelling. The Heritage Commission will assist in whatever ways possible. National Historic Landmark status would be an important step forward in promoting tourism in Enfield and the Upper Valley in general. It is an honor reserved for only the most important historic places.

Linda Jones was nominated by the Heritage Commission to represent Enfield on the Mascoma Valley Preservation (MVP) board, a non-profit founded by historic preservationist Andrew Cushing. (Linda is also the Heritage Commission representative to the Enfield Planning Board.) It is hoped Enfield will receive assistance from MVP in efforts to preserve the Town House. It was agreed the Heritage Commission might offer support to MVP in the form of letters of support to local news outlets and attending hearings as ways of possible assistance.

Although not an “official” activity of the Heritage Commission, several Commission members serve on the Enfield Shaker Village Scenic Byway Advisory Board. Presently, the Byway is awaiting final approval by NH Department of Transportation for the extensions proposed in 2019. Once approved, Enfield will boast an extensive scenic byway featuring its rich historic past, in addition to the many attractions of scenic beauty and recreational opportunities.

At December’s Heritage meeting, the Commission discussed which preservation efforts should take priority in 2020. The Town House and accomplishing the critical stabilization repairs was first and foremost, followed by continuing to work on Certified Local Government (and Local Historic District) and addressing the needs of Whitney Hall especially as they relate to preserving the historic importance of the building. Working to promote the Enfield Shaker Village Scenic Byway will also be a priority of the Commission.

Respectfully submitted,

A handwritten signature in cursive script, reading "Meredith C. Smith". The signature is written in dark ink and is positioned above the printed name.

Meredith C. Smith, Chair

---

## Human Services Department

---

The Town of Enfield, Human Services Department is a branch of local government that provides relief to Enfield residents in need of financial assistance.

The Human Services Director is responsible for dispersing aid in the form of vouchers for rent, security deposits, prevention of eviction and discount notices of utilities along with fuel, food, and prescriptions.

The Human Services Director works in unison with a number of local service agencies, including but not limited to, Social Security Administration, State of NH Health & Human Services, Visiting Nurse Alliance, WIC, LISTEN, Tri-County Community Action Programs, in order to provide information, referrals, and assistance to residents.

In the year 2019, a total of \$6,063.75 was disbursed to 9 households consisting of 12 adults and 9 children. Of these, 1 client was in danger of becoming part of the homeless population and placed into housing of their own.

There was no reimbursement made by client(s) for services rendered in 2019.

Secret Santa's surprised 3 families with gifts and holiday joy for their children this year. Thank You all for making their Christmas special.

The breakdown of the money disbursed in 2019, is as follows:

Rent/Security Deposits	3,580.00
Motel	1,188.00
Electric	408.00
Heating Fuel	562.75
Transportation	75.00
Cremation	250.00
<b>TOTAL</b>	<b>\$6,063.75</b>

The Fuel Fund was established in October 2008 by the Board of Selectmen after being approached by residents who were concerned about the problem of rising fuel prices and the drastic measures residents in need were taking to heat their homes. The ending balance of the Fuel Fund for 2019 is \$6,623.60.

The local food pantries are a true asset to our area communities. However, throughout the year, we depend on support of the community to provide food cards from local grocery stores to provide to families in need, fresh items such as meats, milk, bread, eggs, baby formula, and other perishable items, as well as personal care items that may be needed on an

---

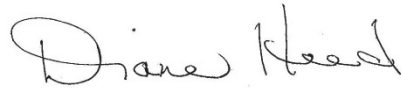
emergency basis when the local food pantries are not available or if the needed items are not currently available at our local pantries.

I would like to take this opportunity to thank everyone who made donations of Food Cards and/or to the Fuel Fund throughout the year of 2019.

Special thanks to:

Eastman Recreation  
Lauren Cosulich  
Secret Santa

Respectfully submitted

A handwritten signature in black ink, reading "Diane Heed". The signature is written in a cursive, flowing style.

Diane Heed  
Director of Human Services

---

## Land Use & Community Development Department

---

The Land Use and Community Development Administrator attended various committee and board meetings to help advance the goals of the Land Use and Community Development Department on a number of items. These included but are not limited to: Mascoma Lakeside Park Committee meetings, Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) Brownfields Advisory Committee meetings, Enfield Village Association (EVA) Economic Development Committee meetings, Upper Valley Housing Business Leaders breakfasts, Public Health Council of the Upper Valley meetings, the Regional Planning Commissions Transportation Advisory Committee (TAC) meetings, Vital Communities Transportation Management Association (TMA) meetings, Enfield's Municipal Advisory Committee (MFAC) meetings, an Enfield Energy Committee meeting and an Enfield Selectboard meeting.

Conferences, trainings and regional meetings attended include:

- The New England Chapter of American Planners Association (NECAPA) Annual Fall Conference
- The NH Planners Association (NHPA) Annual Meeting
- The NH Municipal Association (NHMA) and NH Office of Strategic Initiatives (OSI) Land Use Conference
- UVLSRPC Brown Bag Lunch Meetings
- Community Development Finance Authority (CDFA) grant writing seminar
- Upper Valley Board of Realtors (UVBOR) Affiliates meetings and general membership meetings
- Enfield's Town Department Heads bi-monthly meetings
- Numerous NHMA webinars
- Grafton Regional Development Corp. (GRDC) annual meeting
- Lebanon Area Chamber of Commerce Governor's Luncheon
- Became a Certified Meeting Facilitator through the UNH Extension Facilitator Training Program
- Attended the FEMA Floodplain Administrator training offered by the State of NH Office of Strategic Initiatives

Other activities the Town's Land Use and Community Development Administrator was involved in include:

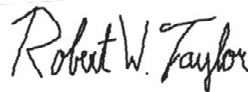
- Met with the Executive Director of Grafton Rural Development Corp.



- 
- Met with Director of Economic Development for the Community Development Finance Authority
  - Met with Economic Development Field Specialist for Grafton County Extension
  - Met with the new Executive Director of the Friends of Mascoma
  - Attended EVA Monthly Networking Events at numerous local businesses
  - Provided updates to the Enfield GIS section of the Town's website: [www.enfield.nh.us](http://www.enfield.nh.us)
  - Conducted the first focus group with the Master Plan "pre-planning" contractor, The Center for Strategic Governance
  - Created a 5-year strategic plan for the Land Use and Community Development Department
  - Inspected one (of three) of the Town's active gravel pits for compliance with State of NH Laws (a condition for permit renewal)
  - Met with an electric vehicle (EV) charging company to discuss options for an EV charging station on Rt. 4 in Enfield
  - Assisted the Planning Board with the development of zoning ordinance amendments
  - Upgraded the DPW/ Town meeting room audio/visual capabilities

The Land Use and Community Development Department office is located at the Department of Public Works (DPW) facility at 74 Lockehaven Road. The Administrator is available Monday through Friday to discuss any land use projects that you would like to discuss. You can also call 603-442-5427 or email: [planning@enfield.nh.us](mailto:planning@enfield.nh.us)

Respectfully submitted,



Rob Taylor  
Land Use and Community  
Development Administrator

---

# Library

---

## ~ MISSION STATEMENT ~

**The mission of the Enfield Public Library is to be a focal point of the Enfield community by providing all residents and community members with a variety of resources and activities that educate, enrich, and entertain. The library strives to provide a welcoming environment that inspires lifelong learning and community engagement.**

This year saw the Library holding steady and continuing to provide our core services. Once again we had over 13,000 visits and over 300 programs. Programming highlights included three author talks: Michael Bruno (NH Historical markers), Dan Szczesny (Mount Washington), and Christine Halvorson (writing your family history). Local author Sarah Masters Buckey also joined our homeschool families for their book group discussion. We were also pleased to continue our story times and Enfield Village School class visits.

Circulation of physical media was down a small amount to a little under 30,000 items, however use of our digital resources continues to increase. We had 162 patrons borrow over 4,600 items through NH Downloadable Books (Overdrive). Additionally, interlibrary loan remains popular: we borrowed 931 items from other libraries and sent out 876 of our own. In May we introduced the movie streaming service Kanopy. In just six months, patrons watched 554 movies. We also added a new format for children: VOX books are picture books with a built-in audio player. Great for kids who are just learning to read on their own. Other items added to the library this year include new reading chairs for our front room and bookshelves for our children's area.

As we head into 2020 we will continue to grow and change. At the end of 2019, Assistant Librarian Patti Hardenberg announced her plan to retire. In just four years, Patti has done amazing work getting to know the families of the Mascoma community, offering programming that fits their needs, and being a supportive and knowledgeable member of the library staff. She will be missed. Also in 2020 we will keep up collaborations with other Town departments and organizations for programming and to continually improve on our mission of community engagement. A big project we have planned is to switch to a new library management software that will offer many benefits to both staff and patrons.

---

We appreciate all of the support and feedback we have received this year. Special thanks go to Betsey Child for initially contacting Mr. Szczesny, Dolores Struckhoff and her family for the Evelyn Crate Fund and the work done for our senior services ideas, the Enfield Historical Society and the Canaan and Grafton Libraries for partnering with us on programs, and Enfield House of Pizza for donating items for our summer reading program.

We strive to be welcoming and helpful while serving the diverse needs of our patrons. We want the residents of the Mascoma community to think of the Enfield Public Library as the place to meet, learn, do.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Melissa Hutson", with a long, sweeping horizontal line extending to the right.

Melissa Hutson

Town Librarian

<https://www.enfield.nh.us/enfield-public-library>

---

## Library Trustees

---

The Trustees are pleased to report on the Enfield Public Library's 2019 activities. By state statute, Trustees provide administrative, budgetary, and facility oversight of the Library. Day-to-day operations are directed by Librarian Melissa Hutson who ensures that the library continues to be a dynamic and useful resource to the Enfield community. In 2019 we expanded our offerings by adding the Kanopy movie streaming service and the Evelyn J. Crate Library Fund supported the first home delivery and pickup of books to a local patron in her home. The Trustees and Librarian continue to engage with Dolores Struckhoff and her family on this important program and how it might be used to help a broader slice of Enfield's growing older population.

Space planning remained the priority activity for the Trustees throughout 2019. Trustee Shirley Green was appointed to the Town's Municipal Facilities Advisory Committee, and all Trustees attended meetings and participated in the Committee's key deliberations. We are grateful to Town Manager Ryan Aylesworth, Committee Chair Philip Shipman, and the rest of the Committee for looking thoughtfully at the Library's needs as they worked to develop a comprehensive 50-year town facilities plan.

At the time of this writing, it seems likely the Facilities Committee will recommend to the Town a completely renovated and expanded Whitney Hall to support the long-term space needs of the Library and Town Offices. We understand this is a significant departure from the stand-alone building currently approved, however the Trustees feel that we need to look seriously at this option and engage with our patrons and donors as we chart a path forward. At the end of the day, the goal remains to provide useful, safe, productive and adaptive space from which we can serve patrons with a particular emphasis on the programming needs of children and senior adults. Should the Trustees decide it is prudent to abandon the stand-alone library concept and replace it with a renovated/expanded Whitney Hall, all donors will be contacted to secure their permission to use their gift in this new project. We take our fiduciary responsibility to donors seriously and their generosity and interests have been foremost in our minds.

With the facilities study, we have slowed our active fundraising efforts, though we have continued to gratefully receive gifts and expect to restart our fundraising once a clear path forward has been approved by the Town. In 2019, the Trustees engaged with Mascoma Bank to consolidate our various accounts, increasing the return on our invested funds earned. These earnings, along with the gifts from our generous donors, will be key to our ability to improve the Library facilities. The Trustees are grateful for the advice and help of Former Trustee of the Trust Funds John Carr and Sadie Wells, Branch Manager of Mascoma Bank, for this positive outcome.

---

The Trustees and Librarian, using a mixture of Town budgeted funds and Trustee funds, made several investments in the Library that included replacing two sets of bookcases, the chairs in our reading area and purchasing a DVD cleaner.

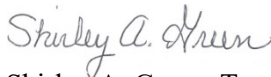
In January 2020, Assistant Librarian Patti Hardenberg retired. Patti has been a fixture of the Library for a number of years and is a particular favorite of the children who adored her story time. We are grateful that Patti will continue to help at the Library in a part-time capacity and are delighted to welcome Kate Minshall as our new Assistant Librarian. Kate comes to us from the Norwich Public Library in Vermont and was drawn by the opportunity to work with children and build on the wonderful programming put in place by Patti.

The Trustees are proud of what our Library accomplished with severely constrained space and again want to thank Melissa and her staff. We look forward to 2020 with optimism that we will have a clear path forward to achieve the long-needed improvements for the Library facilities. We encourage townspeople to look at the Library's website to learn more about offerings and services ( [www.enfield.nh.us/enfield-public-library](http://www.enfield.nh.us/enfield-public-library) ) and each of us are happy to answer any questions you may have at any time.

Respectfully Submitted,



Dominic C. Albanese, Chair



Shirley A. Green, Treasurer



Francine Lozeau, Trustee

---

## Mascoma Lakeside Park Committee

---

The early months of 2019 were devoted to the attainment of two major goals for Lakeside Park: acquiring the park property (3.1 acres on the shores of Lake Mascoma) from the NH Department of Transportation and raising the money to match the \$135,000 grant from Northern Borders Regional Commission for construction of the open air pavilion and the related site work. The \$135,000 land purchase was completed in March with private funding and by May the Committee had raised an additional \$135,000, also from private donors, to complete the funding for the pavilion and other park amenities. In the summer and fall we turned our attention to the serious challenges presented by the site: avoiding pollution of the lake and working around any historic artifacts left over from the days of the railroad.

Development of any kind, even parkland, along a lake shore, runs the risk of water pollution through increased storm water runoff. The Committee, mindful of this danger, has pledged to make water quality and watershed protection a high priority. The MLP Committee turned to New Hampshire Lakes Association (NHLA), arguably the strongest advocate in the state for water quality, for advice on protecting the lake. In June Andrea Lamoreaux, Vice President of NHLA, visited the site and introduced the Committee to their “Lake Smart” program. She pointed out several steps which we could take to limit water run-off, and these shall be included in our development plans. In fact, in partnership with NHLA, the Committee will develop a landscape plan which will become a teaching model of good lake stewardship.

The issue of protecting historic artifacts arises from the cellar hole on the property (Lot 44) where there was once an historically important railroad building. The deed from NH Department of Transportation (NHDOT) requires that any disturbance to the soil within a 50-meter radius of this cellar hole requires an archeological survey. Over the summer the Committee considered various locations for the proposed pavilion, and among the factors determining the location was the aim to reduce or eliminate the cost of this survey, estimated to be in the range of up to \$40,000. After on-site consultations with NHDOT and the NH Division of Historic Resources a site was selected that will avoid the need for the survey.

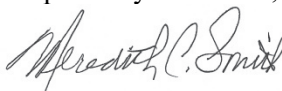
In August, having noted the Town was seeking professional design services for both the pavilion and the associated site work, Enfield architect Paul Mirski, a keen supporter of the project, offered his services pro bono for the design of the pavilion and associated site work. The Lakeside Park Committee was delighted to accept Mr. Mirski’s offer, and since August, he has been working closely with the Committee, preparing professional representations of various options of pavilion design, location, and landscaping. Mr. Mirski’s

---

designs incorporate handicapped accessibility at the pavilion as well as in other areas of the park which will be required by the Americans with Disabilities Act. Architect Mirski has advocated a traditional design for the pavilion which would be in keeping with the park's historic neighborhood and nineteenth century architecture. A traditional design has also been endorsed by the Enfield Heritage Commission. At yearend, Mr. Mirski was preparing working drawings and specifications for the pavilion and accompanying site work suitable for competitive bidding.

As we look forward to 2020, it is hoped that work will soon begin on construction of the pavilion and associated landscaping and site work. It is the goal of the Committee to make Lakeside Park a shining example of good lake stewardship while providing a beautiful spot for all to enjoy on the shores of Lake Mascoma. The Committee is grateful to the organizations who are partnering with us on this project and to the private foundations and individuals who have been generous in their financial support.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Meredith C. Smith".

Meredith Smith, Chair

---

# Municipal Facilities Advisory Committee

---

## *Introduction*

The Municipal Facilities Advisory Committee (MFAC) was formally established by the Board of Selectmen in April 2019. The Board of Selectmen and Town Manager's goal was to build a collaborative committee with diverse backgrounds and perspectives. The members would have to be committed to a process grounded in objectivity and evidenced based evaluation of the Town's facility conditions and needs. Members would also have to be dedicated to volunteering their personal time to accomplish the intended goals. Following deliberative Board of Selectmen review of the backgrounds and experience of the resident candidates that expressed interest in serving on the MFAC, a Committee was selected.

The MFAC is comprised of the following individuals:

- Shirley Green
- Jean Patten
- Erik Russell
- Maynard Southard
- Mark Tarantelli
- Robert West
- Tracy Young
- Phil Shipman, Chair
- Ryan Aylesworth, Town Manager (ex officio)

## *Duties*

The Committee was formally tasked with the following responsibilities:

1. Reviewing and discussing the current condition of the following Town-owned buildings:
  - Whitney Hall – 23 Main Street
  - Police Facility – 19 Main Street
  - Public Works Facility – 74 Lockehaven Road
  - Union Street Fire Station (Fire Department headquarters) – 25 Union Street
  - Enfield Center Fire Station (Houses one (1) engine) – 1100 NH Route 4A, Enfield Center
  - Enfield Community Building – 308 US Route 4
  - Depot Street (Ambulance headquarters) – 18 Depot Street



- 
- Pavilion Building located at Huse Park – 308 US Route 4
  - Shedd Street Garage #1 – 7 Shedd Street
  - Shedd Street Garage #2 – 15 Shedd Street
  - Transfer Station (Trailer) – 39 Lockehaven Road
  - Enfield Center Town House – 1044 NH Route 4A, Enfield Center
2. Reviewing and evaluating the needs and recommendations of Department Heads and findings from pertinent planning and evaluation efforts (i.e., Department-level Strategic Governance Plans, Municipal Facilities Optimization Study {prepared by Barrett Architecture and Schaal Engineering}, previously commissioned building audits, etc.).
  3. Convening public informational meetings to obtain stakeholder/resident feedback (this will become a more central focus of the Committee’s work in 2020).
  4. Building consensus around proposed facility (re)construction projects.
  5. Identifying the specific requirements/needs, specifications, estimated costs, and project timeline/phasing for each proposed project.
  6. Seeking the professional advice of consultants to aid the MFAC in its review of the respective project (an associated request for proposals was issued for such services in accordance with Town Purchasing Policy).
  7. Issuing recommendations to the Town Manager and Board of Selectmen for appropriate consideration and approval for inclusion in Enfield’s long-term fiscal planning.

### *Process*

The MFAC began formally meeting in late-April 2019 and established ground rules. There was a unanimous decision that the process would be:

- Transparent;
- Factual;
- Integrity-driven;
- Consensus-based.

---

Some of the Committee's goals pertained to:

- Reviewing informational studies and materials, interview Department Heads, and visiting sites,
- Developing objectives and associated strategies that are most likely to meet both current and long-term (50+ years) facility needs,
- Appreciate that some proposed Departmental Head needs were moved by legal requirements,
- Fiscal responsibility by diligently searching out external funding sources (i.e. federal and state grants, and/or other funding possibilities),
- Basing financial recommendations on quality, integrity of resource(s), and safety,
- Using local resources first when possible,
- Using "value" as an overall rating rather than just "cost", and with ultimate regard to
- Minimizing, to the greatest extent possible, financial commitment on the Citizens of Enfield

A meeting schedule of at least two meetings per month was set. The above mentioned studies and other available and relevant information were shared with each member. The initial meetings involved intense scrutiny of past reports, and interviewing Barrett Architecture for clarification and/or elaboration. Meetings were held with Department Heads and/or other municipal personnel in order to gain their perspective on current conditions and needs.

The Committee visited facilities alongside Department Heads. This gave each MFAC member the ability to see first-hand what previous studies and/or persons had described. These visits and meetings were **overwhelmingly eye opening** to the Committee for poor existing conditions, safety concerns, significant facility needs (technical and/or required by law), improvement needs or repair in multiple areas.

During these meetings, Department Heads were tasked with providing documentation and articulate explanation of their expressed concerns and needed/necessary improvements. The MFAC was not shy to pose questions or to challenge the expressed needs or desired improvements. In many cases, Department Heads had already, or were in the process of transforming otherwise dedicated spaces to accommodate different urgent needs. Each of these accommodation "fixes" caused the inability to use the changed space as originally designed, caused overcrowding in the compromised area, caused inefficient work space, and in the end didn't completely or efficiently provide the actual space needed for the new purpose. Inappropriate spaces are/were being used to store property and or files out of necessity. In some cases, historically

---

relevant files requiring proper care, protection, and security were located in inappropriate spaces.

In order to create more space, Department Heads were cleaning out rooms that held unneeded materials, reorganizing spaces they had, and working on putting stored boxes of paper files to digital. It was made clear to the Committee that Department Heads were doing their best to provide professional services, all while using clever maneuvers “to do the best with what they had.” The Committee repeatedly heard **storage** as being a major facility concern in every out of Town facility visited.

The Committee spent many hours in meetings, personal time studying, and taking multiple trips/visits to the public safety complexes, municipal offices, and libraries of other communities. A number of Towns were discussed to visit, with a handful being chosen by their location, population, and/or other demographic or environmental considerations that made them relevant for comparison purposes. The MFAC engaged in discussions with Department Heads and other senior officials from these communities in order to review their processes, technical decisions made, hear good decisions they made, hear things they would have done differently, and hear about financial methods used in procuring their facilities, etc.

### *Findings (to date) and Looking Ahead*

After intensive review of existing municipal facilities and touring the facilities of other communities, there were numerous meetings spent studying and discussing methods to solve immediate and serious problems that include, but are not limited to:

1. Whitney Hall (Municipal Offices, Library and Auditorium) (23 Main Street)
  - Overall Building Condition
    - Historically significant building
    - Generally structurally sound
    - Building is structurally sound for enlargement if appropriate
    - Siding is deteriorated, chipped, missing, beyond repair, and needing replacement
    - Building is inhabited by a lot of pest animals (insects, rodents, birds, etc.)
    - Foundation is in relatively good condition, although there are many cracks and holes allowing water to flow in
    - Heating and cooling systems are faulty and/or inefficient
    - Windows needing repair/replacement

- 
- Slate roof presents challenges to repair/maintain due to the low availability of qualified/specialized contractors and high cost of materials
  - Lack of sound proofing allows noise from one floor to travel to other floors
  - Municipal Offices (First Floor/Lower Level)
    - Lack of storage space for files/records
    - Undersized offices (overcrowding)
    - Not enough offices for efficient location of personnel (staff moved off site)
    - Space size and layout are not conducive for high quality customer service
    - Minimal/inadequate security features at customer service window
    - Conference room is currently being used by a wide range committees and external parties (both during business hours and outside of business hours)
    - Conference room is too small for intended and/or efficient use
    - Challenges arise from municipal personnel using and occupying spaces that are also used and occupied by the Friends of Mascoma food pantry
  - Library (Second Floor/Middle Level)
    - Renovation / new building plans ongoing for years (private donations have been made, awaiting agreed upon renovation/building)
    - Insufficient heating and cooling system. Hot in summer, Cold in winter
    - Drafty windows
    - Lack of administrative working and or break space
    - Insufficient space for current activities and number of visitors
    - Current space lacks the flexibility to effectively meet changing needs
    - Lack of storage space
  - Theater/Election Hall/Meeting Room (Third Floor, Upper Level)
    - Currently leased to Shaker Bridge Theatre (professional theater organization)
    - Used for all elections/voting

- 
- This a large space, being used almost exclusively by a private organization
  - High ceilings with large aesthetic windows
  - Stage, main floor, stairs, balcony area all need renovation
  - Enclosed areas in the balcony/mezzanine currently being used as archival space for many town records (due to lack of alternative storage)
  - Considerable evidence of roof leaks and water damage
  - Copula/tower needs work

## 2. Police Station (19 Main Street)

- Lacking proper evidence processing and storage (legal requirement)
- Prisoner processing liability concerns for officers, adult detainees, and juvenile detainees. Lack of separation (by law) capabilities, and safety concerns for all due to crowded / close quarters/improperly equipped holding cells
- Storage for found and or court ordered seized firearms and/or other property (legal requirement)
- Physical safety barrier for civilian personnel (legal requirement)
- Proper accommodations for meeting and/or interviewing victims of traumatic incidents, and safety of those persons while at the station
- Lack of storage area for legally required retention of files / records
- Lack of vehicle impound lot/facility
- Originally designated areas being modified in a “rob Peter to pay Paul” fashion in attempts to make do under current conditions
- Heating and cooling system inadequate
- Small conference room currently serves as the Emergency Operations Center (EOC) for the Town during emergency events and it lacks the proper size and equipment/resources to appropriately serve this function

## 3. Ambulance Facility (18 Depot Street) (Old railroad station)

- Property is owned by the State while the building is owned by the Town
- Major drainage problems. Dirt basement floods consistently (puddles were present during the Committee’s site visit), water freely flows through stone wall foundation, and pumps intended

- 
- to drain the basement are not able to keep up with the water volume
- Mildew smell emanated upon opening access to the basement area
  - Metal supporting lally columns rusting/rotting
  - Rotted pipes in basement
  - The building is poorly insulated
  - Inadequate room for personnel training. Training has to be conducted outside to accommodate necessary space and/or the ambulance has to be moved to make room
  - When the ambulance returns from a call, the ambulance has to be cleaned, reworked, and restocked outside, because there is inadequate room to complete these tasks inside
  - When the ambulance is backed in to shut the garage door, there is insufficient room to open the back doors of the ambulance to do anything.
4. Fire Department (25 Union Street) (Old Hood Creamery)
- The space designated for vehicle/equipment storage was packed full. To use some pieces, equipment has to be juggled by “moving this piece to get to that piece.”
  - Building needs a new roof (in previous budget, but not done)
  - New furnace needed (in previous budget, though not done)
  - Overhead door needing replacement (this has since been replaced)
  - There are no locker rooms for changing (male/female)
  - There are no showers (male or female) to clean off after coming from a hazardous material(s), body fluid, or other soiling call
  - There are no personnel gear lockers
  - There are no means of properly cleaning, drying, airing personnel safety gear
  - There isn’t proper designated/dedicated space for personnel training.
5. 7 Shedd Street (Old lumber kiln building, later used for maintenance/repair shop)
- Currently unused and TOTALLY UNSAFE
  - Building should be torn down

- 
6. 15 Shedd Street (Storage for Fire Engine, Forestry truck, police seized vehicle)
    - Barrett Architecture report states, “Because of the building’s overall condition, and aspects of the roof structure as noted in the engineer’s report, this building is viewed as very poor storage at best. Although this report is not suggesting the building is in danger of collapse, it is clear there is only minimal life expectancy and utility left in the Town owned facility.”
    - Rodent infested
    - Areas where you can see daylight through the ceiling
    - Furnace does not work (currently no need due to non-use)
    - Barrett Architecture report states, “Additionally, there are serious drainage issues noted around the building’s perimeter.”
    - Barrett Architecture report also states, “As the structural engineer’s report highlights, this building should be closely monitored for any change in conditions that indicate worsening structural state and possible building failure.”
  7. Department of Public Works Facility (74 Lockehaven Road)
    - Building is generally holding up well and should be able to continue to meet the needs of the community for the foreseeable future
    - Exhaust system within the garage portion lacking ventilation,
    - Garage walls and ceilings are covered with the soot from exhaust
    - Deterioration of some walls, moisture leakage, mold growth, and
    - Lack of eaves on rear of building allowing recurring damage to attached lighting fixtures
    - Due to lack of appropriate public meeting spaces in Whitney Hall, the DPW facility conference room is currently being used as the primary meeting/hearing room for municipal boards and committees (this is highly inconvenient and inefficient for Town personnel, committee members, and residents)
  8. The Enfield Center Fire Station (1110 NH Route 4A)
    - The location is appropriate and conducive for responding to calls on the eastern portions of the Town
    - The building is of adequate space and condition, and the use of the facility is efficient for the department at this time
    - We anticipate that this facility will continue to play an important role for emergency response functions

- 
9. Enfield Community Building (308 US Route 4)
    - The building itself is in good condition
    - Extensively used at all times of the year by public groups and private rentals
    - Proper maintenance of the facility has been difficult due to the lack of free facility time, experienced staff, and dedicated resources
    - Minor maintenance/repairs needed
  10. Huse Park and Recreation Pavilion (308 US Route 4)
    - Huse Park is a wonderful and appropriate town resource that should continue to be used and managed in a manner consistent with its present recreational purposes
    - Deed restrictions were placed on a large portion of the property at the time the land was conveyed to the Town (1897) to ensure it would forever be a “park.”
    - The interior of the Pavilion building has issues of leakage, mold, rodents and as a result is off limits to minors
    - The Barrett Architecture report notes some load-bearing issues with the Pavilion roof
    - The resolution of these issues is best left to town resources but should be undertaken soon
    - The Pavilion is also used as storage for refrigeration for the Friends of Mascoma food pantry. The resolution of these issues is best left to town resources but should be undertaken soon
    - There is water service for only a portion of the year (shut off during winter months to prevent pipes from freezing) and no flush toilet facilities
  11. Transfer Station (39 Lockehaven Road)
    - This is an efficiently run and maintained facility
    - With the recent disposal of the surplus office trailer, the committee removed it from its list of evaluated properties
  12. Enfield Center Town House (1044 NH Route 4A)
    - The Enfield Town House is a difficult facility to evaluate. The building has historic value. However, architects and engineers have reported significant structural concerns that would require significant investment in order to address in total



- 
- The Town has recently secured grant monies to assist in the stabilization of some interior floor conditions but has been unable to secure contractors for the limited funds available
  - Given the obvious evidence that this facility will not serve any town needs in the future without a significant dedication of funding, the committee has removed it from its evaluation list

Following intensive study, review, investigation, and consideration of alternative solutions, the totality of the information has led the MFAC to a consensus conclusion that the Town should invest in the construction of a new public safety facility. This facility would house Police, Fire, and Ambulance under one roof.

Secondly, the Committee concluded that Whitney Hall is in need of significant renovations and expansion. It is the view of the Committee that both of these projects represent major needs and should be pursued in a coordinated manner.

Thirdly, the Committee strongly recommends the Town move forward with the creation of a “Facilities Manager” position. This individual would work closely with existing municipal departments and personnel, and be responsible for overseeing a robust preventative maintenance program for all Town buildings and facilities. Primary responsibilities would include helping to direct, organize, and perform necessary repairs and keeping Town properties properly maintained. In the course of completing site visits to other communities in the region, municipal officials the Committee met with consistently stressed the value and importance of such a position – especially after a community has implemented significant improvements to its facilities.

In August and early-September 2019, the Committee and Town Manager solicited proposals from qualified architectural and design firms for the purpose of developing conceptual plans and cost estimates associated with the construction of a public safety facility and renovations and expansion of Whitney Hall. Having received over a dozen proposals from architects in the region, a selection process ensued, resulting in the Committee’s unanimous view that Bread Loaf Corporation (BLC) was the best choice to work with. BLC is based in Middlebury, VT. They are a full service firm with an integrated team approach. Their team is professional, innovative, open-minded, pragmatic, and experienced in several facets relevant to Enfield’s project, including public safety facilities, municipal offices, public libraries, and historic buildings.

BLC has been working with the Committee and other Town officials since early October 2019. Significant progress has been made with respect to developing conceptual plans and deriving associated cost estimates for both facilities. Unfortunately, on January 8, 2020 the Committee received notice from BLC that John Dale, our lead architect, had unexpectedly passed away. John’s

---

invaluable expertise, creativity, thoughtfulness, and overall consummate professionalism was incredibly appreciated by every member of the committee. Respecting John's passing and for compassion and condolences for John's family and BLC, our joint meetings were delayed.

The Committee continues to move forward at each stage following full discussion of all relevant factors and makes final decisions only upon consensus votes. It is the Committee's goal to finalize its recommendations after BLC's

completion of associated conceptual designs and cost estimates are received and carefully reviewed. Subsequently, those recommendations will be presented to the Board of Selectmen and made publicly available. The Committee's timeline goal for presentation is during the first half of 2020. The Board of Selectmen will then determine what proposed course of action is presented to the voters at the 2021 annual town meeting.

Should the Board of Selectmen accept the MFAC recommendations, an intensive public engagement process will ensue during the fall and winter of 2020 to ensure residents are fully informed and have an opportunity to ask any and all relevant questions prior to the 2021 town meeting. The Committee appreciates the magnitude of these projects and potential impact on the citizenry, and therefore takes its responsibilities very seriously. No recommendations will be made lightly. In that regard, the Committee strongly encourages public engagement at MFAC meetings to ensure any and all questions and perspectives of our community members are addressed. The Committee does not want to leave any reasonable stone unturned. Alternative ideas continue to be made and investigated. The Committee is resolved to making the best decisions for the Town.

In closing, the committee wishes to extend its heartfelt appreciation to all the Municipal Department Heads, Town Officials, interested citizens, and other stakeholders who have been actively participating in and helping to inform this very important process to date.

---

## Old Home Days Committee

---

### ~ MISSION STATEMENT ~

**The mission of the Old Home Days Committee is to organize an annual weekend of events which celebrate our community and honor our heritage.**

The Enfield Old Home Days tradition was alive and well for 2019. We welcomed new committee members Jason Hill, Tracy Hill, and Scott Gerlach into the fold this year, and we went on to plan another great series of community-based events.

The Old Home Days weekend started on Friday with a pulled-pork supper provided by the Methodist Church, a band concert under the Huse Park pavilion by the Upper Valley Community Band, and line dancing with the Orrs.

On Saturday the festivities continued at Huse Park with the Enfield Outing Club's annual yard sale. Residents could partake in the Community Picnic by bringing their own lunch or purchasing one from Enfield House of Pizza while enjoying a rousing set by Cardigan Mountain Tradition. The MVRHS girls volleyball team was back again with their dunk tank. After lunch, the Enfield Library held their much loved and heavily attended ice cream social in the Whitney Hall parking lot. Then for the first time, we had Wildlife Encounters bring their critters for a fun and educational show. Lastly that afternoon there was a cornhole tournament to benefit the Mascoma Football Boosters.

Later that evening Old Home Days Cruise Night was held at Huse Park field with music by Rust & Ruin and in the Community Building folks could enjoy beer and chili at the Home Brew Contest and Chili Cook-Off.

Other events not held at Huse Park on Saturday were community sailing sponsored by Mascoma Sailing Club and Enfield Center Schoolhouse self-guided tours.

The third Old Home Days country fair took place at the Enfield Shaker Museum with something for everyone, including a quilt show, craft show, pony rides, tie-dye, chocolate chip cookie contest, and food by 603 Bakery and Café, and Enfield House of Pizza. The bid-a-basket event also returned (Community Lutheran Church) and music was provided by the in-demand Mascoma Valley Guitar Orchestra, who also led us in a sing-along to close out the weekend.

Other events on Sunday included a guided hike by the Conservation Commission, self-guided tours at the Lockhaven Schoolhouse, a play date at the Shaker Field Dog Park.

---


Old Home Days is the current presentation of Old Home Week, which was originally created by New Hampshire Governor Frank West Rollins in 1899. The goal of the weeklong celebration was to encourage citizens that had left the state to return to their hometowns, buy abandoned farms for summer homes, donate money to spruce up the village commons, and support the town libraries and meeting houses. In a time where New Hampshire was losing population and the state government was in debt, he hoped the reunion would help the towns out of what he perceived to be a moral slumber. The weeklong festival was not only recognized by the state as a permanent festival, but eventually the idea spread to other New England states. As with so many things past, though, the tradition eventually died out.

The Old Home Days Committee meets on the first Wednesday of the month from February-July at 5:30PM in the Whitney Hall conference room. We are always looking for new members to bring new ideas and help us put on these events to celebrate our heritage and bring our wonderful community together.

As always, we welcome any ideas for adding to the festivities from the community. Contact information can be found on the town website.

We look forward to seeing you all out and about at the 2020 Old Home Days events, July 24<sup>th</sup>, 25<sup>th</sup>, and 26<sup>th</sup>.

Respectfully submitted,



Kristin M. Harrington



Stephanie Hill  
Co-Chairs  
Enfield Old Home Days Committee

---

## Parks and Recreation Department

---

### ~ MISSION STATEMENT ~

**The mission of the Enfield Recreation Commission is to provide safe and varied recreational activities in our community for residents of all ages.**

2019 was another great year in the Parks and Recreation Department that could not have been possible without the assistance of so many of our local organizations and community members. The Parks and Recreation Department has also welcomed a new director, Ed Winters.

The department once again had some strong annual events such as the Easter Egg Hunt and Halloween Party which always seem to grow in participants. Youth Archery Lessons was a new program co-sponsored by the Enfield Outing Club in 2019.

Like many of the surrounding NH towns we had a difficult time securing full-time life guard and swim instructor coverage at Shakoma Beach. I would however like to thank the lifeguards who made every attempt to help fill-in when possible during the busy times at the beach.

Once again the Enfield Recreation Summer Camp was hosted in Huse Park for 6 weeks over the summer months. Summer Camp Director, Liz Murray, and staff again offered a fun and safe place for the youth of Enfield to spend summer vacation. They are all looking forward to summer 2020!!

The weekly Chair Yoga and Exercise classes are offered for only \$5 on Mondays & Fridays from 9:30-10:30am, and Wednesdays from 9am-10am in the Enfield Community Building. Drop in and join! Thanks to all the instructors for keeping this great community program going.

What are we planning for 2020?

- Full staffed beachfront with lifeguards and swim instructors.
- 6 Weeks of Summer Camp with expanded hours, beach days, trips, theme days and advanced scheduling.
- Fly Tying and Fly Casting programs are set to kick off in the early Spring

More to come....If you have any suggestions, ideas, or would like to be involved, please do reach out to me by email: [Recreation@Enfield.NH.US](mailto:Recreation@Enfield.NH.US).

Respectfully Submitted,

Ed Winters

Enfield Recreation Director

---

## Planning Board

---

### ~ MISSION STATEMENT ~

**The mission of the Planning and Zoning Department is to provide excellent customer service, ensure compliance with Planning and Zoning regulations and ordinances; to assist the respective boards with administration and information and to complete other projects as assigned.**

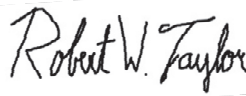
The Planning Board had eighteen (18) meetings in 2019. Business items acted on include:

- ❖ Ordinances changes placed on the Town Warrant and approved by the Town Meeting in March of 2019 included:
  - An amendment outlining that all setbacks are to be measured from the “drip line and include but are not limited to decks, roof overhangs, fireplaces, and any bump-outs on the structure.”
  - An amendment to Section 413 on “Non-Conforming Lots and Uses” so that replacement uses and structure dimensions must now include length, width and height of the original structure.
  - An amendment to the definition of “Accessory Dwelling Unit” (ADU) to better match the State of NH definition in RSA 674:71-73 and also to allow for “detached” ADUs as allowed under the State statute.
  - An amendment to section 403 (Special Exceptions) to add “Kennels” to the list of special exceptions for: Section 4- CB (Community Business District) and Section 6- Route 4 District.
  - An amendment to Section 408 (Signs) to allow the Zoning Administrator to grant permission for the erection of a limited number of non-illuminated signs, off premises, providing the following conditions are met:
    1. Each sign not exceeding three square feet.
    2. Intended solely to give directional information.
    3. No more than three signs for any one business town-wide.

- 
- ❖ The Board held fourteen public hearings for applications in 2019
    - Two (2) Minor Subdivisions were heard; one on Smith Pond Road, one on Grafton Pond Road.
    - Seven (7) Minor Site Plan Reviews were heard ranging from expanded uses of businesses on Route 4 to the addition of one new apartment at an existing multi-family complex.
    - One (1) Major Site Plan Review was heard for a business on Smith Pond Road.
    - Fifteen (15) conceptual discussions took place at Planning Board Meetings. These are informal, “non-binding” conversations between the board and potential applicants. This process is outlined in NH RSA 676:4, II (a).

The Board meeting schedule for 2020 will continue with Planning Board business meetings (for hearings and conceptual discussions) on the 4<sup>th</sup> Wednesday every month, at 7:00 at the Ilene P. Reed Training Room. Meetings on the 2<sup>nd</sup> Wednesdays of the month will be reserved for work sessions for the Master Plan. We encourage public participation in these work sessions and will be looking for wide public input at various planning events throughout the year. Have a great 2020!

Respectfully submitted,



Rob Taylor  
Land Use and Community  
Development Administrator

---

## Police Department

---

### ~ MISSION STATEMENT ~

**It is the mission of the Enfield Police Department to fairly enforce the law in an impartial and sensitive manner; to secure a safe and healthy environment for the community; and to provide competent, professional and dedicated police service, which places emphasis on protecting the fundamental Constitutional rights and privileges of all people.**

2019 was the first year in our newly developed Strategic Governance Plan. The members of the department worked hard on strategies and innovative/new patrolling and policing ideas. I am happy to say the department has met or exceeded many of the 2019 goals. The use of grants and problem orientated patrolling resulted in a decline in motor vehicle crashes due to distracted driving, impaired driving and speed. In 2020 the department will continue to work hard at our goals and provide the best service we can to our community.

Community policing has been a major focus of our department. The Walk with a Cop and Lunch with a COP have been a great opportunity to “get out of the patrol car” and talk with members of our community. In 2019 the department co-hosted several Rape Aggression Defense (RAD) and will continue to hold more in 2020. The department also hosted events such as Coffee with a Cop, Movie in the Park, touch a truck, and more. We will continue to host events and classes open to the public at no cost in 2020. You can find these events listed on the department Facebook page or website. If you haven’t already you can find us on Facebook by searching EnfieldNHPoliceDepartment. There you will find photos, updates on road situations and other ongoing events.

The Upper Valley area continued to be held in the grips of the ongoing opioid crisis in 2019. Officers of the department responded to increased overdose calls and other crimes associated with addiction. The department is working with our neighboring communities and state agencies to address this crisis. If you are having an addiction problem or have a loved one that needs help, please call or stop into the station so we can provide you some information and resources to help. You are not alone and do not need to face this yourself.



---

(The department had many changes in 2019 with the Promotion of Luke Frye to Lieutenant, Courtland Smith to Corporal and Alyssa Conley to Detective. In November long time local resident Cameron Hill join the department as a part time officer and has been a great addition to the team. 2019 also had a sad, heartfelt loss in the department with the passing of our long time co-worker and a great friend Jon Cattabriga.

For those of you who already didn't know Paula Rowe has decided that she will be retiring in the spring of 2020. Paula has been a part of the fabric of the Enfield Police Department for over 30 years. Paula is well known and loved not only in our community but in the law enforcement community. Paula has been part of the growth of the department from a small 1 person department to what we are today. Paula volunteers many hours within the community on clubs and boards. We are sad to see Paula go, but she has worked hard and long and deserves to enjoy retirement with her husband. We wish Paula good luck in her new adventures.

Last but not least I would like to thank all my staff for their continued support and dedication to our town. I also want to thank our citizens for your support in the work we do. Please contact us whenever you have a concern. No issues are too small as we are here to help you. We can always be reached by 632-7501 or 9-1-1 in an emergency.

---

**Police Activity Report**

	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>
Service Calls	9,939	9,610	9,786	9,962	9,807	10,186
Reportable Motor Vehicle Accidents	68	73	75	80	77	71
Fatal	1	0	1	0	0	0
Assaults	20	20	12	22	30	10
Burglary	3	7	2	8	6	5
Theft	11	28	20	26	23	70
Sexual Assaults	9	7	9	4	8	5
Auto Thefts	1	0	0	2	0	0
DWI	24	25	33	30	35	17
Homicides	0	0	0	0	0	0
Drugs	51	43	34	50	41	28
Criminal Arrests	189	169	150	206	248	298
MV Summons	212	203	237	303	179	153
MV Warnings	3,416	3,365	4,337	4,561	3,829	3,301

Respectfully submitted,



Roy F. Holland Jr.  
Chief of Police

---

## Public Works Department

---



*The new Town of Enfield Truck 211 on display at the annual NH Road Agents Association Mountain of Demonstrations event*

The trend of high numbers of storm events continued in 2019 with the Public Works Department responding to 58 weather events. As a result record quantities of salt and sand were used.

The Highway Department dealt with the impacts from a severe storm on July 10-11 that brought 3-6 inches of rain to the area in a very short time period. The storm damage in the region was bad enough that it ended up being declared a federal disaster, making the Town eligible for FEMA and NH Emergency Management disaster aid. A number of roads in Enfield experienced shoulder and surface washing. There were a number of culverts the failed resulting in major damage to two areas on Potato Road and minor damage on Oak Hill Road Grafton Pond Road and Smith Pond Road. The Town of Canaan was hit

---

particularly hard by this storm and they activated the Public Works Mutual Aid network. Enfield assisted Canaan with two ten wheeled dump trucks that joined trucks from several other towns hauling material to the worst hit Canaan roads.

The Town oversaw several paving projects including pavement overlay applied to two sections of George Hill Road; one at the Springfield town line that was completely rebuilt and another beginning at a spot 4000' from Palmer Road and continuing out to the rebuilt section. Other roads receiving overlay were: Shaker Blvd., Lapan Circle, Sargent Street, and High Street. The Department took delivery of a new ten wheeler to replace the truck used on the Methodist Hill plowing route. The Town also took delivery of a Ford F-350 to replace a 2009 GMC. The Highway Department replaced a number of cross street and driveway culverts and improved ditches around town including a 4' culvert on the upper section of Potato Road that was damaged during the storm and a 5' culvert that failed on Bog Road in the George Pond prime wetland that required a very extensive and expensive NH DES Wetland Permit. Matt Wilson was hired as a truck driver/light equipment operator to replace Mike Stearns who had worked for the Town for three years.

The Water Department completed work on an asset management plan with the assistance of Horizons Engineering and funding provided by the State of NH. The Town has documented all infrastructure associated with the water system including wells, pumps, pipes and buildings. These assets evaluated for service life and likelihood of failure. Several assets need to be replaced in the near future including the water pipe installed in 1903. Other areas of concern are the need for another well or redevelopment or water treatment of the existing backup wells. The department had two water main breaks in 2019 one on May Street and the other on Main Street.

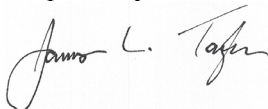
The Town received funding from the State of NH for an asset management plan for the sewer department that was completed in 2019. The project continues on into a planning project, also funded with NH DES grant money, that will focus on the removal of inflow and infiltration water from the sewer system along with a look at whether or not it would make sense for the Town to operate its own treatment plant and if so where could it be located. Norman Ruel was hired as the full time water/sewer operator.

The Solid Waste Department saw a continued volatility in the recycling markets. The Town updated the Transfer Station fee schedule and implemented a punch card system to eliminate the documentation and risk of completing cash transactions at the Transfer Station. The Town entered the seventh year of the ten year contract with Casella Waste. In the near future the Town will need to explore waste and recycling options moving forward and will need to consider capturing some revenue in the form of some type of user fee.

---

The public works crew attended several training sessions over the year with several crew members earning certificates in the “Road Scholar” program offered through the University of New Hampshire. The Public Works Department hours are daily 7AM-4PM or other times by appointment. Public Works information is available on the Town Website [www.enfield.nh.us](http://www.enfield.nh.us).

Respectfully Submitted,

A handwritten signature in black ink, reading "James L. Taylor". The signature is written in a cursive style with a large initial "J" and "T".

James L. Taylor  
Director of Public Works

---

## Solid Waste & Recycling

---

In 2019, solid waste tonnage **decreased** by **8.41** tons over the previous year; the first decrease after two years of increases in solid waste disposal. This is still **26.26** tons **higher** than the average of solid waste collection for the previous 5 years (2014-2018) but still **201.55** tons **less** than the last full year without curbside collection (2012). The decrease of 8.41 tons collected, at \$75.00 per ton, equates to a **cost decrease** in 2019 of **\$630.75** – a small sum, but still a savings!

We also saw a **decrease** in recycling of **11.33** tons in 2019 over the previous year. This is the 1<sup>st</sup> year of decreased recycling since 2014, but with market changes there are fewer recyclables being accepted and much confusion from day to day as to what **can** be recycled. Recycling costs averaged \$37.61 per ton in 2019 for an average savings of \$37.39 for every ton not disposed of as solid waste. While recycling tonnage went down, so did solid waste tonnage, though by a less amount. The difference of 2.92 tons results in net value lost in 2019 of \$109.18. The savings generated by the tonnage diverted to the Town Zero Sort program is \$20,093.

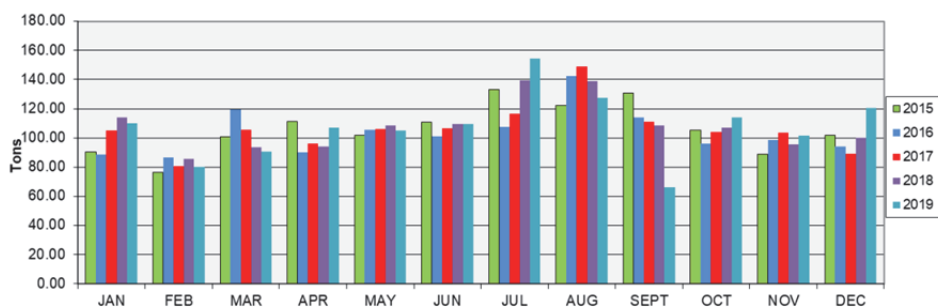
Visit the Town's website at <https://www.enfield.nh.us/solid-waste-recycling> for information about our solid waste and recycling program, including how to recycle or dispose of items not accepted curbside. Also, check out the News Announcements on this page about how you can *Do Your Part – RecycleBetter™* and *Curbside Toter Placement – Important Guidelines to Follow*.

The cost to dispose of rubbish and recycling at the Transfer Station exceeds the cost to dispose of the same amount of rubbish through curbside collection. This is due to having a set contract price for curbside collection and the need to pay hauling costs for items disposed of at the Transfer Station. By taking greater advantage of the curbside collection program for your recycling and rubbish disposal we can save even more. You can also help keep costs down in a variety of other ways, including, but not limited to, purchasing products in refillable containers or with minimal packaging, using reusable shopping bags, and by composting.

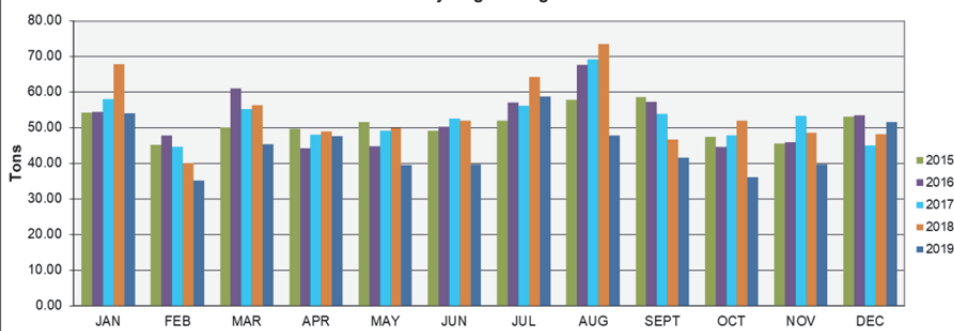
Please also remember the trash and recycling toters are part of the Enfield trash and recycling collection program and must remain with the property upon a property transfer. The Town has had to replace many of these containers that people have taken with them after selling their properties.

We thank all of our residents for doing their part. If we all work together we can contain costs and enjoy convenient services.

**Solid Waste Tonnage 2015 - 2019**



**Zero-Sort Recycling Tonnage 2015-2019**



---

## Electronics Tonnage Report

---

Disposal Date	Weight in Pounds		
	2017	2018	2019
May	6,120	6,120	1,812
July	0	0	3,761
August	6,120	0	0
October	0	0	3,823
November	6,120	0	0
<b>Total Weight in Pounds</b>	<b>18,360</b>	<b>6,120</b>	<b>9,391</b>
<b>Total Weight in Tons</b>	<b>9.18</b>	<b>3.06</b>	<b>4.70</b>

---



---

## Recycling Collections

---

Recyclable Items	Quantity		
	2017	2018	2019
Freon Units	135	152	164
Propane Tanks (20 lbs)	96	52	27
Propane Tanks (Other)	206	11	241
Tires	299	5.12 tons	2.5 tons
Waste Oil (gallons)	610	580	720
Fluorescent Tubes		4,328 ft.	0
Fluorescent Bulbs	214	417	484
Other Bulbs	20	92	81
Scrap Metal (Gross Tons)	72.68	73.25	71.97

---





Northeast Resource Recovery Association  
2101 Dover Road, Epsom, NH 03234  
Phone: 603.736.4401 Fax: 603.736.4402  
Email: [info@nrra.net](mailto:info@nrra.net) Web: [www.nrra.net](http://www.nrra.net)

---

## **Town of Enfield, NH**

### **Congratulations for being such active recyclers!**

Below please find information on the positive impact your recycling has had on our environment.

The recyclable materials listed below were sent to market to be remanufactured into new products through your non-profit recycling organization, the Northeast Resource Recovery Association.

<b>Recyclable Material</b>	<b>Amount Recycled in 2019</b>	<b>Environmental Impact!</b> Here is <u>only one</u> benefit of recycling materials rather than manufacturing products from virgin resources
Electronics	9,391 lbs.	Conserved enough energy to power 1.2 houses for one year!
Scrap Metal	72 gross tons	Conserved 201,519 pounds of iron ore!

### **Avoided Emissions:**

Recycling uses much less energy than making products from virgin resources, and using less energy means fewer greenhouse gases emitted into the atmosphere.

By recycling the materials above, you have avoided about 362 tons of carbon dioxide emissions; this is the equivalent of removing 77 passenger cars from the road for an entire year!

---

## **Tax Increment Finance District Advisory Committee**

---

The Tax Increment Finance (TIF) District was first created in 2005, pursuant to RSA Chapter 162-K, and was amended in 2009 to remove what was known as the “Ironman Development,” a residential housing development project proposed for land with frontage on Maple Street and US Route 4. The remaining District area encompasses most of the US Route 4 corridor through Enfield, as well as portions of the Village area around Main Street.

The TIF District was intended as a funding mechanism for infrastructure improvements to support and increase the commercial business and jobs in the town thereby increasing the commercial tax base. Funding is in the form of tax revenues from property assessment increases due to new construction and improvements to fund approved projects within the district. Several projects have been funded with dollars in the TIF District Fund, including park improvements and a bridge replacement. The largest project undertaken was the US Route 4 sewer and water extension. The annual bond debt service payments for the \$3.2 million loan are paid from TIF District Funds. This 30-year note is scheduled to be paid in full in 2042 if no additional payments are made to principal during that time.

In 2019, at the Second Session of Town Meeting, the Town voted to extend the term of the Tax Increment Finance District for an additional 10 years (February 2029).

Only 2 of the 5 positions available on the TIF District Advisory Committee are filled, so the Committee did not meet in 2019. Per State statute, “A majority of members shall be owners or occupants of real property within or adjacent to the development district.” If you are interested in serving on the TIF District Advisory Committee please submit a letter of interest to the Town Manager at [raylesworth@enfield.nh.us](mailto:raylesworth@enfield.nh.us).

---

## Zoning Board of Adjustment

---

The Enfield Zoning Board of Adjustment held seven (7) meetings in 2019, including fourteen (14) public hearings. The Land Use and Community Development Administrator investigated and took action on four (4) Zoning violations and discussed options for land use with a number of landowners. The public hearings included;

Thirteen (13) requests for a Zoning Variance, examples included:

- One to allow for internally lit signs at the entrance to a business – Denied
- One to allow the conversion of a single family house into a duplex – Approved
- One to add a garage in the side lot line setback – Withdrawn
- One to replace a single family home with a duplex within the lot setbacks - Withdrawn
- One to relocate a non-conforming shed in the lot line setback – Approved
- One to allow a business in the “R5” Rural Residential-Agricultural District where the “C/I” Commercial/Industrial District is across the street – Approved
- One to build a garage within the setback to the street – Approved
- One to allow an automobile repair business in the “R5” Rural Residential-Agricultural District – Denied
- One to build a garage within the side lot setback – Approved

One Special Exception

- To add a three sided shed to a facility in the Conservation District – Approved

Zoning Violations addressed included:

- An illegal use of a recreational vehicle in the CB (community business) district
- The use of a camper for more than the allowed three (3) weeks in the “R1” Residential District.
- An un-approved business in the “R5” Residential-Agricultural District. This use is not allowed in this zone.
- An un-approved business use in the Commercial/Industrial District. This use is allowed in this zone, however the owner has not had the required site plan approvals granted.

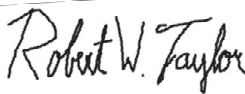
---

The Board wishes to express its gratitude to Kurt Gotthardt for his years of service to the Town as a member of the ZBA. Kurt will remain on the Planning Board, but decided to go off of the ZBA.

The Board also asks the citizens of Enfield to consider applying for a seat on the Zoning Board Adjustment. There are currently two available seats for Alternates members. Alternate member appointments are made by the ZBA.

ZBA meetings are held at the DPW meeting room (74 Lockehaven Road) at 7:00 pm on the second Tuesday of each month, as needed, for hearings and applications. Contact the Land Use office with any questions, comments or concerns.

Respectfully submitted,

A handwritten signature in black ink that reads "Robert W. Taylor". The signature is written in a cursive style with a horizontal line underneath it.

Rob Taylor  
Land Use and Community  
Development Administrator

---

# Town of Enfield



## Regional Organizations



Ridership increased In FY 2019. A total of 583,140 passenger trips were boarded on Advance Transit’s fixed routes, 4,714 of which were boarded within the Town of Enfield.

AT continues to provide seven scheduled each weekday between Canaan and Lebanon, with connections to destinations in Hanover, West Lebanon, and White River Junction.

AT operates a modern fleet of clean-diesel buses, several of which have been replaced within the past year. Now all buses serving Enfield are cleaner-emissions, easier-loading, low-floor buses with wheelchair ramps. As reported last year riders continue to give high marks for service quality, including comfort and cleanliness of buses and safety and courtesy of bus drivers

Perhaps you don’t drive, but if you do, you are probably enjoying some extra savings due to low gas prices; save even more by commuting on Advance Transit’s FREE bus service. Our sponsors invest in free transit service as a way of reducing the number of cars in congested areas including downtown Hanover, on the Dartmouth College campus, and at the Dartmouth-Hitchcock Medical Center, where parking is expensive and in short supply.

If you are not familiar with our services, you can plan a trip by visiting our website [www.advancetransit.com](http://www.advancetransit.com). The website works well across all platforms, including smartphones. You can also download Advance Transit’s free smartphone app - just go to the app store and search “advancetransit.” The website and smartphone app provide bus arrival information in real time using GPS trackers on the buses. If you would rather talk live with a real customer service person, you can call our offices at 802-295-1824, 8-4:30, Monday through Friday. Need help learning to navigate the Advance Transit system? Free travel training is available to groups and individuals through a partnership with Vital Communities.

***Advance Transit’s mission is: “To assure the continued livability and accessibility of Upper Valley communities by providing safe, effective and friendly public transportation services.” Our Vision: “Moving the Upper Valley Forward.”***

Thank you for supporting public transportation in your community.

Van Chesnut  
Executive Director

---

## Crystal Lake Improvement Association

---

In 2019 The Crystal Lake, Enfield, Improvement Association continued efforts to protect the lake for the enjoyment of all. Among the many efforts put forth by the members of The Crystal Lake, Enfield, Improvement Association are the continuing support of the NHLAKES Lake Host Program, water quality observation as part of the UNH Lakes Lay Monitoring Program, and the NH Department of Environmental Services Weed Watcher Program.

In 2019 volunteer and paid Lake Hosts were on site at least part of almost every day from Memorial Day through Labor Day. While you normally find Lake Hosts are residents of the lake in question, we have people working our ramp from many surrounding areas and towns. The water quality monitoring efforts consist of weekly gathering of water samples, water temperatures at multiple depths, transparency evaluation, and some minor analysis of samples followed by a more in-depth analysis at UNH. The results of the monitoring efforts are available in annual reports for the past 29 years located on the UNH Fresh Water Biology web site.

These programs are undertaken by the Crystal Lake Improvement Association in an effort to maintain Crystal Lake in the current pristine status we all enjoy. We might add that the immediate residents of Crystal Lake are not the only beneficiaries of these efforts, we have visitors to the lake from all over the Northeast and beyond who enjoy the environment of Crystal Lake. A large part of the pleasure of Crystal Lake is due to the ongoing efforts and financial support provided primarily by lake residents, both part and full time, but also include support from NHLAKES, The Loon Preservation Committee, seasonal visitors, local area visitors and fishermen, the Town of Enfield, and the many area businesses. While by far the greatest part of these costs are borne by the Crystal Lake, Enfield, Improvement Association and its members, we are extremely grateful for the support of those additional entities and individuals who also assist our efforts.

Glyn Green, President  
Crystal Lake, Enfield,  
Improvement Association

---

## Enfield Shaker Museum

---

*... Where Enfield residents are entitled to free general admission during the regular season*

It all begins in the spring. After a multi-day forum featuring new and wide-ranging research on the Shakers, the Enfield Shaker Museum officially opens its doors on Shaker Day, a free community event featuring tours, crafts, food, and more. Over the summer months visitors tour the Great Stone Dwelling and other buildings on the site, climb Mount Assurance to the Shaker Feast Ground, attend a musical performance, on the Fourth of July join in the performance through song, and enjoy Enfield's Old Home Days. They see students participating in an archaeological field school, carefully excavating and documenting a site of long-gone buildings. The garden flowers and greens, each plant also telling a story of the Enfield Shakers' agricultural practices. Fall foliage provides the best background for the Museum's Harvest Festival and Cider and Cheese Festival. As the weather turns cold and the sky threatens (and sometimes delivers on) snow, visitors enjoy the warmth and light of the Festival of Trees in the Great Stone Dwelling. Many of these visitors have taken a workshop, attended a lecture or special tour, or enjoyed the festivities of the Museum's annual fundraising auction featuring many Enfield businesses. Weddings and anniversary parties, community groups, and businesses—all make use of the ample spaces in the Great Stone Dwelling, where we also make welcome overnight guests in 20 spacious rooms.

In the fiscal year ending on September 30, 2019, the Museum welcomed 3,223 regular visitors and 1,325 visitors participating in our special events. Some 1,577 individuals participated in 54 Museum education programs, including 312 students in school field trips. Ninety fourth-grade students and 12 teachers and teacher's aides from the Mascoma Valley School District participated in our History Alive Program, in which admission and transportation costs are covered by the Museum.

We like to think ahead when we think about the Enfield Shaker Community's past. In 2022, the Museum celebrates its 35<sup>th</sup> anniversary. The year 2023 marks the centenary of the Community's establishment on the shores of Mascoma Lake. The founder of the Shakers, Mother Ann Lee, and her followers first stepped ashore in British Colonial America in 1774, making 2024 another important anniversary. Then, of course, is the 250<sup>th</sup> anniversary of the Declaration of Independence in 2026.



---

Yet the calendar tells us it's 2020. The Museum's staff, board, and volunteers are looking forward to this year's seasons of community-enhancing tours, events, and programs. Winter workshops are listed on our website ([www.shakermuseum.org](http://www.shakermuseum.org)). We are currently readying our Winter Shaker Days (February 8, February 22, and March 7), featuring food, tours, crafts, and outdoor activities to engage all ages.

The Museum's dedicated board, staff, and volunteers enjoyed serving the Enfield community in 2019! We deeply appreciate the support the Town of Enfield and its businesses, organizations, and residents offer in abundance. Thank you! We hope to see you at the Enfield Shaker Museum this year. General admission is free to Enfield residents during the regular season (May through mid-December).



**ENFIELD SHAKER MUSEUM**

447 NH Route 4A  
Enfield, NH 03748  
(603) 632-4346  
[www.shakermuseum.org](http://www.shakermuseum.org)

Sincerely,

Shirley Wajda  
Interim Executive Director

---

## Enfield Village Association

---

*The mission of the Enfield Village Association (EVA) is to enhance the town's cultural, historical, recreational and natural resources while promoting economic development.*

EVA volunteers organized several community events this year, starting with the **Winter Wing Ding** in February, a joint effort with the Mascoma Sailing Club to get folks outside to enjoy winter activities on the lake. Spring **Green Up Day** is focused on cleaning up the downtown and parade route for the Memorial Day Parade, but has expanded to include the Rail Trail, Main Street to Route 4A, Mascoma Lakeside Park, Huse Park and several other areas.

The **Shaker 7 Race/Walk** celebrated its 15<sup>th</sup> year! A certified and professionally timed race, we have again been included in the Upper Valley Runner's Club circuit. Since many runners are from outside the area, we encourage Enfield businesses and nonprofits to set up displays at the race site to introduce folks to our town.

Fall brought a return of the **Harvest Fest Scarecrows**. Scarecrow designs are based on business, nonprofit, government and recreational themes reflecting where they are displayed. This project continues to expand with several "freelancers" adding scarecrows in residential settings. Many volunteer hours are spent "behind the scenes" preparing 'crows for display.

The year ended with December's **Hometown Holidays**, a huge success this year, with record-breaking attendance! This free event celebrates the season with family friendly activities, a pop-up "One Day Café" and a vendor's market for crafts and gift ideas. This success was made possible by a record-breaking number of volunteers, including students from the high school and residents from Visions.

EVA's monthly **Business Coffees** continue to be a popular venue for Enfield businesses, nonprofits and Town officials to gather for networking and impromptu discussions of topics of interest. Coffees are hosted by a different business or nonprofit each month.

The Economic Development Committee's biggest project this year was the publication of the **2019 Business Directory**. In addition to listing every Enfield based business we could find (there are more than you'd think!), the Directory has listings of Town government services, schools, churches, clubs, cultural resources, area health & social services, and a very popular street map! Published biennially, the Directory is mailed to 2,900 postal patrons in Enfield and is included in our Welcome Packets for new residents. They are also distributed at real estate offices, banks and other businesses, and mailed to

---

residents on request throughout the year. The Directory, including updates, is also available on the EVA website.

The **Beautification Committee** kept Main Street gardens alive with color all summer long, and welcomed the Holidays with garlands and lights on the lampposts in the village.

The historic **Greeley House** continues to be EVA's "anchor" on Main St, providing office and storage space (ever wonder where all those scarecrows go?) as well as providing affordable rental housing. The big news this year is the decision of the current tenants to make Enfield their permanent home! By purchasing a home in town, they have fulfilled a vision the EVA board had to create an affordable opportunity for folks to experience Enfield and hopefully settle here.

The Board would like to thank all the donors whose gifts enable EVA programs to continue each year. The Board also extends a very special thanks to the many volunteers giving countless hours manning the EVA office and organizing the various EVA events, and to all the volunteers participating in the events to "Keep the Good Things Happening!"

EVA cordially invites your ideas and participation in our activities! To get involved, please contact me or an EVA board member!

Submitted by,

C. Harrison Trumbull, President  
([charrison616@me.com](mailto:charrison616@me.com))

Maynard Southard, Treasurer  
Janet Lovely, Secretary  
Julie Eckert, Member  
Kimberly Quirk, Member



---

## STATE OF NEW HAMPSHIRE

### Executive Council

**MICHAEL J. CRYANS**  
Executive Councilor  
District One



State House Room 207  
107 North Main Street  
Concord, NH 03301  
[WWW.NH.GOV/COUNCIL](http://WWW.NH.GOV/COUNCIL)  
(603) 271-3632

---

### **2019 Year End Report from Councilor Michael Cryans**

On January 3, 2019, I passed my one-year anniversary serving on the Executive Council for District One.

This District is made up of over 100 towns and four cities (Berlin, Claremont, Laconia and Lebanon). It covers up to ½ of the land area from Tilton to Pittsburg.

The Council, which has 5 members, each represent approximately 275,000 constituents. The Council meets approximately every 2 weeks and most of the meetings are held in Concord, except for the 6 meetings during the summer. These summer meetings are held in the five Council Districts along with one hosted by the Governor. I chose Littleton and will be looking for a community to host the meeting next summer.

The Executive Council votes on all contracts with the state over \$10,000 as well as appointments to Boards and Commissions. Fifty-four persons from District One were confirmed to various positions on State Boards and Commissions this year. The Council also votes on Commissioners and Deputy Commissioners of State Agencies as well as confirms the appointment of judges to serve in New Hampshire District, Supreme and Superior Courts.

I have traveled to all the towns and cities as well as the seven counties in this District. The function that I enjoy the most is constituent service. I like to assist, if I can, with the issues that arise from individual concerns to general issues in towns and cities in the District. You can always reach out to me with issues of concern.

This year I hosted the Department of Transportation GACIT Meetings in Lebanon, Claremont, Berlin and North Conway. GACIT stands for The Governor's Advisory Commission on Intermodal Transportation. This Commission is required to propose a plan for improvements to our state transportation system every two years, ultimately creating what is known as the Ten Year Highway Plan.

---

If you wish to serve on any Boards or Commissions, please submit your resume to me and Jonathan Melanson of the Governor's office. The Boards and Commissions, along with the qualifications needed, can be reviewed at <http://sos.nh.gov/GC2.aspx>.

Please feel free to contact me if you feel I can be helpful. My contact information is [Michael.Cryans@NH.gov](mailto:Michael.Cryans@NH.gov) or 603-443-1901 or PO Box 999, Hanover, NH 03755.

Remember, I am here to serve you.



Sincerely,

Michael Cryans  
Executive Councilor, District One

---

## Forest Fire Warden & State Forest Ranger

---

This past year we were fortunate enough to have favorable weather conditions in the spring and summer which limited the amount of wildfire activity throughout the state. Your local fire departments and the Division of Forests & Lands worked throughout the year to protect homes and the forests. The statewide system of 16 fire lookout towers continues to operate on high fire danger days. The towers' fire detection efforts are supplemented by the NH Civil Air Patrol when the fire danger is especially high.

Many homes in New Hampshire are located in the wildland urban interface, which is the area where homes and flammable wildland fuels intermix. Every year New Hampshire sees fires which threaten or destroy structures, a constant reminder that wildfires burn more than just trees. Homeowners should take measures to prevent a wildfire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles, and maintaining adequate green space around your home free of flammable materials. Additional information and homeowner recommendations are available at [www.firewise.org](http://www.firewise.org). Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

The Forest Protection Bureau and local fire departments were very busy this year celebrating Smokey Bear's 75<sup>th</sup> year preventing wildfires. Many events were held at local libraries, in fact, this program was so successful we will be offering it again in 2020. We were fortunate enough to partner with the Northeast Forest Fire Protection Compact and bring the Smokey Hot Air Balloon to Franconia Notch in August. The weather was fantastic and hundreds of people got the chance to ride in the balloon! Smokey's message has always been about personal responsibility – remember his ABC's: **A**lways **B**e **C**areful with fire. If you start a fire, put it out when you are done.



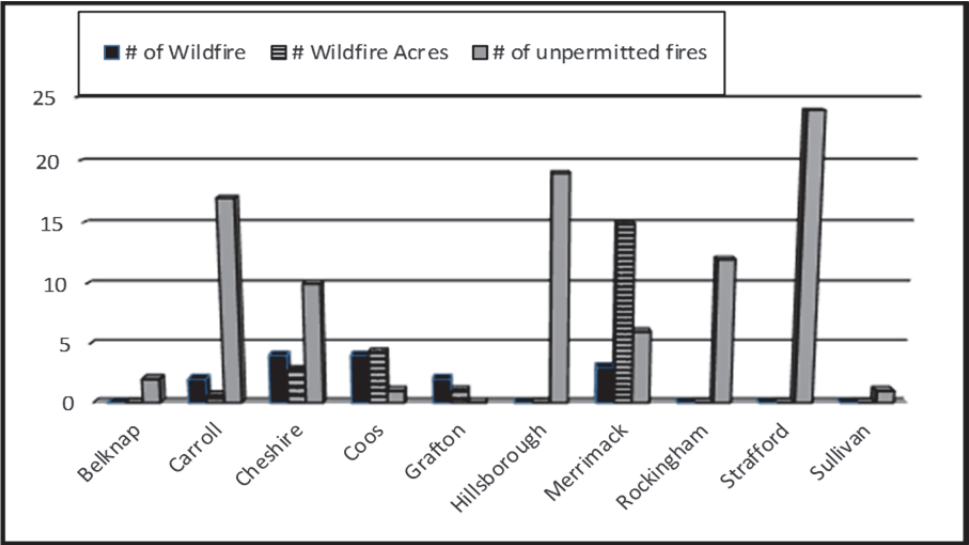
### **“Remember, Only You Can Prevent Wildfires!”**

As we prepare for the 2020 fire season, please remember to contact your local Forest Fire Warden or Fire Department to determine if a fire permit is required before doing ANY outside burning. Under State law (RSA 227-L:17) a fire permit is required for all outside burning, unless the ground is completely covered with snow. Fire permits are also available online in most towns and may be obtained by visiting [www.NHfirepermit.com](http://www.NHfirepermit.com). The burning of household

waste is prohibited by the Air Resources Division of the Department of Environmental Services (DES). You are encouraged to contact the local fire department or DES at 603-271-3503 or [www.des.nh.gov](http://www.des.nh.gov) for more information. Safe open burning requires your diligence and responsibility. Thank you for helping us to protect New Hampshire's forest resources. For more information please contact the Division of Forests & Lands at (603) 271-2214, or online at [www.nh.gov/nhdfl/](http://www.nh.gov/nhdfl/).

## 2019 WILDLAND FIRE STATISTICS

(All fires reported as of December 2019)



\* Unpermitted fires which escape control are considered Wildfires.

Year	Number of Wildfires	Wildfire Acres Burned	Number of Unpermitted Fires*
2019	15	23.5	92
2018	53	46	91
2017	65	134	100
2016	351	1090	159
2015	143	665	180

CAUSES OF FIRES REPORTED	
(These numbers do not include the WMNF)	
Arson	4
Debris Burning	3
Campfire	1
Children	0
Smoking	1
Railroad	1
Equipment	1
Lightning	1
Misc.*	3



Friends of Mascoma Foundation is a volunteer operated, grassroots 501(c)(3) charitable organization dedicated to fostering educational advancements and nutritional well-being for students and their families within the Mascoma Valley Regional School District. On October 14, 2019 we celebrated our 5<sup>th</sup> birthday. To date we have raised over \$300,000 through support from generous donors and grant programs. Throughout the past five years we have honed our focus and developed three major programs: scholarships, mini-grants, and Friends Feeding Friends. We are also pleased to announce we hired our first ever Executive Director, Eula Lee Kozma. Eula started with FOM on August 19<sup>th</sup> and has hit the ground running. This position is funded by a private grant through 2022 and we are excited to have three years to further grow and develop as an organization to support our programs and staff for the long-term.

## Scholarships

Our scholarship program launched in 2016 and grows each year. Scholarships are open to graduating seniors at MVRHS and applicants must be pursuing post-secondary programs including technical/trade/certificate programs, associates degrees, and 4+ year degrees. In 2019 we invited past recipients to apply for additional funding and we were able to provide 8 students with \$1,742 in scholarships. Since the scholarship program started, we have awarded the following:

- \$6,500 to the Class of 2016
- \$14,500 to the Class of 2017
- \$16,000 to the Class of 2018
- \$16,000 to the Class of 2019

Our application period is now open and the deadline is April 1<sup>st</sup>. To learn more visit: <http://friendsofmascoma.org/scholarship/>. We look forward to awarding scholarships to the Class of 2020 in June!



---

## Mini-Grants

Mini-grants are modest awards that help educators make a positive difference in the learning experience of their students. Mini-grants support, encourage, and facilitate great teaching ideas that would not be possible within the existing school budget. Any member of the MVRSD's instructional or professional staff (i.e., teachers, counselors, librarians, paraprofessionals, or nurses) is eligible to apply. Grants are awarded based on the quality of the idea and the projected impact of the project. The number of grants awarded depends on available funds. As of October 2019, we have awarded over \$20,000 toward mini-grant projects! For more information please visit: <http://friendsofmascoma.org/mini-grants/>.

## Friends Feeding Friends

We are committed to combatting food insecurity in our district through our Friends Feeding Friends program, registered agents of the New Hampshire Food Bank. This program provides food to our district residents of Canaan, Dorchester, Enfield, Grafton and Orange via two public food pantries open weekly, which are located in Enfield in the town offices and Canaan in the MTD Building. This program also provides support to the food pantry located at MVRHS and snacks to the elementary and middle schools. Boxes of food are also made available to school families during school breaks. In 2019 the Canaan pantry had 1355 household visits and the Enfield pantry had 651 household visits. Since inception, we have received and distributed over 400,000lbs of food, served over 2290 households, and have over 400 registered clients. For more information please visit: <http://friendsofmascoma.org/friends-feeding-friends/>. Updates on pantry events and closures due to weather are posted on Facebook (<https://www.facebook.com/friendsofmascoma/>) and the Enfield and Mascoma ListSrvs.

## Contact Information

Our office location and mailing address is 9 On The Common, Canaan, NH 03741. Have a question or want to be involved? Contact us at [info@friendsofmascoma.org](mailto:info@friendsofmascoma.org) or 603.632.4542.

Thank you to the wonderful Enfield residents for your continued support and willingness to volunteer.

*Holly, Kate, Carol, Liz, Matt, Beth, Andrew, and Theresa*  
The Friends of Mascoma Board of Directors

---

## Grafton County Senior Citizens Council, Inc.

---

Grafton County Senior Citizens Council (GCSCC) has served older adults and adults with disabilities for more than 45 years. Established in Lebanon in 1972, GCSCC now includes senior centers and programs throughout a large region of north central and northwestern New Hampshire. GCSCC, supported by a combination of public and private partners, provides a range of life sustaining and life enhancing community services for more than 8,000 clients a year. In fiscal year 2019 (October 1, 2018 through September 30, 2019) GCSCC provided services to 149 Enfield residents. ServiceLink served 144 Enfield residents.

The council's mission is to develop, strengthen, and provide programs and services that support the health, dignity, and independence of older adults and adults with disabilities. GCSCC's centers in Lebanon, Orford, Haverhill, Littleton, Lincoln, Plymouth, Bristol and Canaan serve 39 Grafton County communities spread throughout 1,747 square miles of a rural and mountainous region. The Council also provides services to residents of surrounding areas.

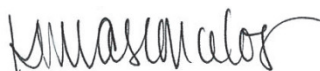
Among the services provided by the Council each weekday are:

- **Home delivered meals**, prepared in the centers' kitchen and brought to the door of frail adults by volunteers. With the meal, the volunteer also brings a greeting and a check of the recipient's well-being. Last year, GCSCC delivered 7,649 meals to 32 Enfield residents.
- **Congregate meals**, providing a nutritious meal plus a chance for participants to visit with friends and engage in other senior center activities. Last year, GCSCC centers served 1,119 meals to 70 diners from the Enfield community.
- **Transportation**, provided by lift-equipped buses for older adults and adults with disabilities who need a ride to medical appointments, shopping, the senior center, or other destinations. Last year, the Council provided 570 rides to 22 Enfield passengers.
- **Outreach and social services**, helping those whose need for income or services compromises their ability to live independently. GCSCC outreach workers help clients obtain services and benefits. They provide outreach to isolated individuals, assessment, advocacy, counseling, and support groups. **The Grafton County ServiceLink Resource Center**, sponsored by GCSCC, provides additional social services support, and specializes in Medicare and Medicaid, as well as caregiver support and information and assistance. Last year, ServiceLink and GCSCC outreach workers provided support for 557 Enfield clients on 567 occasions.

- 
- **Activities and programs**, ranging from art and exercise classes to blood pressure clinics and computer instruction. Each center offers recreational, educational, and health-related programs. Many programs are held mid-day so that participants can enjoy a program as well as the congregate meal. Last year, Enfield individuals participated in GCSCC activities 582 times.
  - **Volunteer opportunities**, through the centers and through RSVP, which develops opportunities for volunteers to assist a wide range of nonprofit and public organizations. Last year, 15 volunteers from Enfield contributed 2,208 hours in assisting GCSCC and its programs.
  - **Chore Corps** assisted 3 Enfield residents with chores, repairs, and safety modifications in and around clients' homes.
  - **Telephone reassurance**, providing a daily morning phone call to elderly individuals who are homebound, living alone, and at risk for falls, accidents, or sudden illness.

Although most GCSCC services have a “suggested donation” amount, no one is turned away if she or he cannot afford to pay.

The Grafton County Senior Citizens Council appreciates Enfield's support for our programs and looks forward to continuing to provide services to the community.



Kathleen Vasconcelos  
Executive Director



**Center for Elder Services**

10 Campbell Street  
PO Box 433  
Lebanon, NH 03766

603/448-4897  
fax: 603/448-3906

<http://www.gcsc.org/>



**FY19: July 1st, 2018-June 30<sup>th</sup>, 2019**

**Headrest, Inc.** is a social services-based 501(c)(3) organization (Tax ID #23-7256865) that provides programs to support every stage of a person's recovery and to help those in crisis. We also offer support to the family members, friends, neighbors and employers of our clients. Headrest is always looking to partner with other organizations in order to help change (and save!) more lives. Founded by two Dartmouth College students in 1971, Headrest has established itself as part of NH history and has been a dependable resource to the residents of NH and VT for almost 50 years.

Updated Mission Statement (pending Board approval)

"We imagine a world where there is no shame in getting the help you need. Since 1971, we've offered support to our family members, friends and neighbors who are impacted by substance use, are navigating recovery, or are in crisis. We will never turn you away."

Headrest offers the following programs at 141 Mascoma Street in Lebanon: **Outpatient Counseling**, **Intensive Outpatient Counseling**, the **"Opportunities For Work" Vocational Program** and the **Impaired Driver Care Management Program**. The **Low Intensity Residential Program** is located at 14 Church Street in Lebanon, which recently expanded from 10 to 14 beds. New this year, Headrest is facilitating a **Friends & Family Support Group**, which meets every other Wednesday evening at the Alice Peck Day Hospital in Lebanon (upcoming meeting dates are posted on Facebook). Also new this year, Headrest opened a location in downtown Claremont for our **Outpatient Counseling** and **Intensive Outpatient Counseling** programs.

The Town of Enfield's \$1,500 donation went to support the **24/7 Crisis Hotline** (1-800-273-TALK), which is operated out of a small room at the 14 Church Street location in Lebanon (this location is also home to our **Low Intensity Residential Program**). The Hotline receives about 1,000 calls per month from NH, VT and ME — *an average of 150 calls per month are suicide related*. Between July 2018 and June 2019, the Hotline fielded: 5,531 calls related to mental health; 2,074 calls related to substance abuse; and 1,722 suicide or self-harm related calls—*an increase of about 4.6% from the previous year*.

---

Due to the confidential nature of the Hotline, we are unable to accurately account for the number of individuals that we serve in a specific city or town. Unless a caller self-identifies, we are only able to log the city/town that the phone number is registered to on our caller ID – but this does not account for the fact that a caller may be borrowing a friend's cellphone, may be calling from a landline outside of the city or town they currently reside in, may be calling from a cellphone number they have kept for many years but they no longer live or work in the city or town it is registered to, or the caller may be experiencing a crisis in a city or town they do not currently reside in. Additionally, when an individual is experiencing a crisis, the crisis is also affecting their family members, friends, neighbors and employers who are spread all over the tristate area (and beyond) - so we believe we are helping many more residents than just those who dial the 1-800-273-TALK number.

Headrest is able to continue running the 24/7 Crisis Hotline due to the support of the cities and towns it serves. Thank you to the residents of Enfield for your continued support!

Headrest  
14 Church Street  
Lebanon, NH 03766

Respectfully,



Courtney Hoppe, Director of  
Development - Headrest, Inc.

---

## Mascoma Community Healthcare, Inc.

---

The providers, staff, and board of directors of the Mascoma Community Health Center are excited to report to you that we've had another great year helping meet the health care needs of the five town Mascoma community. We are now providing **primary health and dental care** to:

Over 3,300 patients (32% increase from last year)

**471 Enfield residents currently enrolled**

Services provided to Enfield patients over past 12 months

(11-1-18 through 10-31-19)

By Service	Patients	Visits
Both medical and dental	355	1129
Dental	87	207
Medical	268	915
By Insurance Status		
Insured	168	772
Medicare	57	327
Medicaid	45	223
Sliding Fee (not insured) *	27	108
Self-Pay (not insured)	58	189

\*MCH provided **\$11,467** in unreimbursed care to Enfield residents.

We work with over 110 medical, 34 dental, and 6 Medicare and Medicaid insurance plans – also in network with DHMC employee plans.

*Welcoming new Medicare and Medicaid patients now!*

---

Services provided to the **5 Mascoma towns** over past 12 months  
(11-1-18 through 10-31-19)

<b>By Service</b>	<b>Patients</b>	<b>Visits</b>
Both medical and dental	1,676	7,169
Dental	316	1,569
Medical	1,360	5,581
<b>By Insurance Status</b>		
Insured	809	3,807
Medicare	264	1,499
Medicaid	222	1,131
Sliding Fee (not insured)	80	439
Self-Pay (not insured)	301	1,198



Appointments: **603-523-4343**

Web site: [mascomacommunityhealthcare.org](http://mascomacommunityhealthcare.org)

**Medical Hours:** Mon-Fri 8am to 5pm

**Dental Hours:** Mon-Thu 8am to 5pm, Tues till 7pm

**Directions:** Corner of US Rt. 4 and Roberts Road

18 Roberts Road, Canaan NH 03741

---

## Mascoma Valley Parks & Recreation

---

This year MVPR and the Canaan and Enfield recreation departments joined the Mascoma Youth Sports League board and helped with the administration of youth soccer, field hockey and basketball. Over 150 Mascoma district students in grades K-6 participated in soccer and field hockey, and over 140 boys and girls registered for basketball. We are looking forward to baseball and softball season in Spring 2020!

MVPR also continued many of our popular recreation programs and activities, including the MVPR Ski & Ride Program and the MVPR Youth Theatre Camp. We also continued *Bob Ross Style Painting Classes*, a summer camp for students in grades 4-7, soccer and basketball camps and the Enfield Market. The painting classes were once again very popular during the year and we had 94 participants spread out over the 15 classes that were offered. We offered some new programs in 2019, including *Girls Basketball Skills Sessions*, a *Candle Stand Workshop* and *Grown-Up Field Trips*. The basketball skill sessions were open to girls in grades 6-8 and were held at Mascoma High School, and each week we had a great group of young basketball players looking to improve their skills. The Candle Stand woodworking class was taught by professional wood worker, Gary Wood and we were lucky to have permission to use the Mascoma High School woodshop classroom for this great class. We also launched the first of our *Grown-Up Field Trips* and took a wonderful group of individuals to the Museum of the White Mountains and the Waterville Valley Artisan Fair.

Our Ski & Ride, Youth Theater and Youth XC Ski programs continue to be our biggest youth programs. In 2019 we had 52 students enrolled in the MVPR Ski & Ride Program, 42 students participating in our Youth Theatre Camp and over 40 students in youth XC skiing. Each program relies on the support of the local schools, recreation staff and our wonderful volunteers. See below for a complete list of our 2019 programs, and look for information on future programs and activities on our website, Facebook page and in future editions of *Play Mascoma Valley! A Guide to Recreation & Active Living* (PMV). PMV is published twice a year and is a brochure that highlights community events in Enfield, Canaan, Dorchester, Grafton and Orange, and provides information on how to register for recreation programs.

### **2019 weekly programs and activities (continued from 2018):**

- Swing Jamie Line Dancing (Mondays at MVRHS and Thursdays at Enfield Community Building)
- Adult (Over 30) Basketball (Sundays at MVRHS) & Adult Volleyball (Sundays at MVRHS)



- 
- Indoor Field Hockey at Kimball Union Academy (youth & adult, Thursdays, Nov. – Dec & Jan. – Mar.)
  - Challenger Sports Youth Soccer Camp (British Soccer in July)
  - Shooting Stars Basketball Camp (grades 1-4 and grades 5-8)
  - “Pub” Trivia at the Public Library (at Canaan Town Library)
  - Indian River Cross Country and Track Program (grades 5-8, Fall & Spring)
  - Youth Sailing Lessons (in conjunction with the Mascoma Sailing Club)
  - Outdoor Movie in the Park (in conjunction with the Enfield Police Department)
  - 6<sup>th</sup> Annual “4 for the 4<sup>th</sup> Road Race” (in conjunction with Social-Summit Lodge #50 & Friends of Canaan Village)
  - MVPR Youth Ski and Ride Program (January – March at Whaleback Mountain)
  - Elementary Cross Country Skiing (Wednesdays in January)
  - Youth Tap Club & Primary Dance Club (Wednesdays at Indian River School)
  - Mascoma Valley Guitar Orchestra (Sundays)
  - Italian Conversation Club – il Circolo Italiano (Saturdays at Mickey’s)
  - Youth Volleyball Clinic (one week in July)
  - Camp X (summer day camp for students in grades 4-6 at Indian River School)
  - Adult Wood Working Class (3-weeks, in March 2019 at MVRHS)

**2019 \*NEW\* programs and activities:**

- Candle Stand Workshop (Tuesdays and Thursdays in March)
- Girls Basketball Skill Session (Wednesdays from 6:00-7:30pm in July & August)
- Grown-Up Field Trip (July)

Respectfully Submitted



Katharine Lary Jopek



*Bob Ross Style Painting Class*



*MVPR Ski & Ride 2019*



*Candle Stand Workshop*



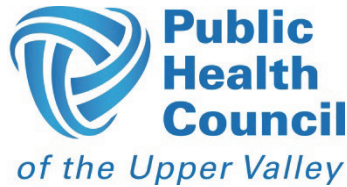
*Soccer Clinic 2019*



*Cross Country Ski 2019*



*Theater Camp Rehearsal*



Thank you to the residents of Enfield for supporting the Public Health Council of the Upper Valley (PHC) in 2019.

The PHC has quickly become the largest and broadest coalition of advocates on public health issues in the greater Upper Valley region. The PHC is a dynamic organization with the flexibility to forge solutions that respond to the needs of its grassroots members with backing from governmental, philanthropic, and health care institutions. Through regular meetings and ongoing initiatives, the PHC empowers organizations, professionals, and citizens, who together make our communities healthier and better places to live, work, and play.

In 2019, PHC staff and partners worked together to address increase collaboration, promote greater health equity, and address the priority public health issues for the region. The PHC supported a number of initiatives such as:

- Hosted five flu clinics in rural communities across our region, providing over 1,250 free vaccines, with support from Dartmouth Hitchcock, Geisel School of Medicine, Mascoma Community Health Center, and various local partners.
- Hosted an educational event for Upper Valley legislators from Vermont and New Hampshire to increase cross-border understanding and communication.
- Hosted a Racism of the Well-Intended training with 100 participants from across the region, with major support from Hypertherm.
- Hosted regular meetings for Aging in Community Volunteer groups and community nurses and for Town Welfare/Service Officers.
- Expanded availability of summer meal programs for children in the region.

PHC greatly appreciates the support we receive from Enfield and will continue to work hard to meet your needs in 2020. For more information about PHC, visit us at [www.uvpublichealth.org](http://www.uvpublichealth.org).



---

## Shaker Field Dog Park

---

The biggest beneficiary from Shaker Field Dog Park is our community! Community is both a feeling, and a set of relationships among people. Community supports and fosters a feeling of belonging with others, as a result of sharing common attitudes, interests, and goals.

Mascoma Valley Dog Park Supporters is a completely volunteer-led non-profit organization, and manages the operations at Shaker Field Dog Park with the Town of Enfield and with the support of 20 dedicated volunteers and 70 members. We have been able to keep the park open more days than ever this year; mud season and winter ice presenting our greatest challenges.

This year we raised enough to fully fund 2019 park operations and property maintenance through generous donations from you - our loyal park visitors - and the sale of memberships. Additional funds come from events such as Paws in the Pool at the Lebanon City Pool, yard sales, sales of Logo t-shirts and bumper stickers. We receive no monetary funding from any government body. While annual memberships to support park operations are offered, there is never a fee to use and enjoy the park.

The park offers a great way for people to become more involved in the Enfield community. Thank you to the Town of Enfield, Town Manager, and Enfield Selectboard for continuing to support the use of town land for Shaker Field Dog Park operations that benefit our entire community.

To keep the experience fun for everyone, we applaud our visitors adherence to park rules for the safety and enjoyment of all. This year we are pleased to note receiving very few incident reports. We strive keep our dog park safe, inclusive and welcoming for any dogs over 4 months, and any people over age 12.



For more information about the park and how to become involved, please visit us at [www.facebook.com/MVDPS](https://www.facebook.com/MVDPS) and [www.mascomavalleydogpark.com](http://www.mascomavalleydogpark.com)

Respectfully submitted,

Deb Shope, President  
Mascoma Valley Dog Park Supporters



The Special Needs Support Center is a group of individuals and families throughout the Upper Valley and beyond who proudly work together to create a community where people with special needs, across the spectrum and throughout the life span, can live their best lives.

All of our services help people with special needs, and their families, have opportunities and support to pursue their goals and aspirations.

**Parent Educational Support and Advocacy** supports parents in all aspects of the special education and Section 504 process to promote understanding of state and federal rules have access to a free and appropriate education (FAPE).

**Art Lab** is a weekly open studio art program for adults with special needs. Artists get a chance to explore different media with an emphasis on creative self-expression.

**Happenings** is a monthly social activities program for adults with special needs. Activities include dances, pizza and bingo nights, music fun nights, apple picking and other events related to the seasons.

**Aspire** is a recreation program for children on the Autism Spectrum which is offered regularly throughout the year. Children enjoy activities that encourage development of communication and social skills through modeling and practice. Individualized skills and goals are identified and worked on through group play and exploration in the community.

***In FY19, SNSC provided service 2,647 times including more than 259 times for Enfield Residents.***

**WE NEED VOLUNTEERS!!** Volunteers foster independence and empower productive and fulfilling lives! Please join our team!

Respectfully,

Laura Perez  
Executive Director  
[laura@sns-c-uv.org](mailto:laura@sns-c-uv.org)

20 West Park Street, Suite 311  
603-448-6311

Lebanon, NH 03766  
[www.sns-c-uv.org](http://www.sns-c-uv.org)

Community Contact Offices are the Outreach Offices of Tri-County Community Action Program, Inc. (TCCAP) Energy Assistance Program, providing access to apply for fuel, electric and weatherization services.

Community Contact Offices provide outreach services to households applying for energy assistance programs; Fuel Assistance, Electric Assistance and Weatherization. Households have the option to apply in person at the office, or through a convenient method of their choice; phone, mail, internet (downloading and mailing completed application). The various methods of applying provide households with the opportunity to apply for the necessary assistance to meet their households most basic needs, while not having to incur additional costs or inconvenience; missed work, gas expenditure, child care, etc. TCCAP's Energy Assistance Program has found that the greater majority of clients are now utilizing the alternative methods of applying for assistance versus the old method of a face-to-face intake appointment.

During the agency's fiscal year 2018; July 1, 2018 – June 30, 2019, Community Contact Offices throughout Coos, Carroll and Grafton Counties provided services to 6,051 households through \$5.8MM in Fuel Assistance, \$2.3MM in Electric discounts, \$1.6MM in Weatherization, and \$513,000 in food value distributed to local food banks; totaling \$10.2MM in total assistance distributed to our neighbors in need. Community Contact does not charge a fee for services provided, and services are available for all income eligible households.

TCCAP and our Community Contact Offices are dedicated to provide services all residents of Coos, Carroll and Grafton County's residents. The agency thanks all communities we serve for their financial support of the program, so that we may be able to continue to provide services to our neighbors in need.

Sincerely,

*Sarah Wight*

Sarah Wight  
Division Director  
Energy Assistance Services



## U.S. Department of Veterans Affairs

### **White River Junction VA Medical Center**

**215 North Main Street**

**White River Junction, VT 05009**

**866-687-8387 (Toll Free)**

**802-295-9363 (Commercial)**

In Reply Refer to: 405/00

December 23rd, 2019

Dear Veteran,

The White River Junction VA Medical Center is attempting to contact all Veterans in our catchment area of Vermont and New Hampshire who are not enrolled or are enrolled and no longer utilizing our services. If you currently receive our services, please pass this note on to a Veteran who may benefit.

We offer a wide variety of services including assistance to Veterans who are homeless or unemployed to providing primary and specialty care. We have a robust mental health department offering one-on-one counseling, peer support, group sessions, and more. There is a designated treatment area for our women Veterans at the Women's Comprehensive Care Clinic; a safe space.

The White River Junction VA Medical Center has seven community-based outpatient clinics. They are located in Bennington, Rutland, Brattleboro, Newport and Burlington, Vermont; in New Hampshire we offer services in Keene and Littleton. We are here to serve all Veterans, please do not hesitate to contact us, if for no other reason than to register/enroll with us in case of future need.

Our eligibility office in White River Junction can be reached at 802-295-9363 extension 5118. A single form - VA form 10-10EZ – and a copy of the DD214 is all that is needed.

The American Legion, Disabled American Veterans and the Veterans of Foreign Wars have full time service officers that are knowledgeable about our programs. These independent organizations serve all Veterans including nonmembers in



---

processing disability and pension claims. They can be reached in White River Junction at:

American Legion	802-296-5166
Disabled American Veterans	802-296-5167
Veterans of Foreign Wars	802-296-5168

Thank you for your service to our nation. On behalf of the White River Junction VA Medical Center team, we look forward to serving you.

Respectfully;



Becky Rhoads, Au.D.  
Associate Medical Center Director



The mission of UNH Cooperative Extension is to strengthen people and communities in New Hampshire by providing trusted knowledge, practical education and cooperative solutions. We work in four broad topic areas; Youth and Family Development, Community and Economic Development, Natural Resources, and Food and Agriculture.

A few highlights of our impacts are:

- Judith Hull joined the staff in March. Judith's work supports the Grafton County Master Gardeners who offer education to community members with science-based gardening guidance.
- Michal Lunak collaborated with colleagues to host farm safety trainings, a New Hampshire Veterans in Agriculture workshop, and webinars on changes in tax laws.
- Mary Choate taught several food safety classes, including ServSafe<sup>®</sup> to 89 restaurant and healthcare staff and S.A.F.E. to 110 restaurant, food pantry, childcare, elder care and camp staff.
- Heather Bryant worked with partners across NH, VT and ME to complete a USDA SARE funded multi-year multi-location research and education project looking at fertility and pest management options in high tunnel tomatoes.
- Geoffrey Sewake completed the pilot of the Downtowns & Trails Program in Bristol, which examined ways to better catalyze the community's village center and multiuse trail that connects to Newfound Lake.
- Jim Frohn conducted 58 woodlot visits covering 7600 acres, and referred 36 landowners, owning 2514 acres, to consulting foresters.
- Under the guidance of Donna Lee, 86 screened 4-H leaders worked with 224 youth (ages 5-18) on projects which enhanced their personal development and increased their life-skills.
- Lisa Ford, taught more than 450 youth, adults, and seniors in a variety of nutrition education and food security lessons throughout Grafton County.

Respectfully submitted

Donna Lee  
County Office Administrator



## Upper Valley Lake Sunapee Regional Planning Commission

---

Serving 27 communities in Grafton, Sullivan and Merrimack Counties since 1963, the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) has been providing professional planning assistance to municipal boards, along with inter-municipal planning, liaison between local and state/federal agencies, and assistance on development, public health, and environmental issues.

Highlights of our work and accomplishments in 2019 include:

2019 was a successful year for UVLSRPC. We were awarded a \$300,000 Brownfields Assessment Grant from US EPA. We will spend the next three years identifying properties in our region, and then performing environmental assessments. The end goal is that these properties will be cleaned up and become economic development drivers in their communities. This is the second Brownfields grant UVLSRPC has been awarded. We are always looking for more sites to evaluate – please feel free to contact our office with any questions.

We were also awarded \$174,528 from USDA to complete a variety of tasks. The most visible and popular of these tasks is our household hazardous waste collections. Perhaps a first for this organization will be the creation of a cartoon. We will be animating Toxic Showdown, our comic book that educates about what goes into personal home care products. One final highlight of our USDA funding is a continuation of our bicycle reuse program. We partner with local transfer stations and community listservs to collect unwanted quality bicycles. Those bikes are then refurbished and offered to 30 nonprofits in the Upper Valley.

We continue to be active and productive with our transportation work as well. The contract we have with the NH Department of Transportation allows us to perform very specific work for our communities. In 2019 we completed Road Surface Management Systems analysis for the Town of Hanover and Grantham. We performed culvert and stream crossing assessments for Hanover and the Baker River Watershed in the northern part of our region. Our NHDOT contract funds our traffic counts. In 2019 we conducted over 120 counts throughout our region. NHDOT also supports much of our traffic engineering time. We are developing Regional Transportation Corridor Plans for eight distinct corridors in our particular. This corridor-based approach will allow our staff to work closely with local officials to conduct public outreach and to develop a comprehensive list of needed improvements and implementation strategies. Finally, NHDOT

---

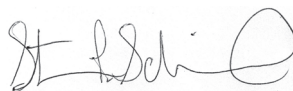
funds our Transit Assistance programming. We work with Advance Transit and Southwestern Community Services to survey passengers and to help evaluate service and route options.

We were very busy last year providing circuit rider services. Springfield, New London, Orford, Wilmot, and New London all contracted for either weekly or monthly services. Charlestown, Claremont and Enfield hired us to fill in as they searched for a new planner. Claremont also hires UVLSRPC to assist in GIS work for both Public Works and Planning and Development departments.

We successfully formed our new non-profit, the Upper Valley Lake Sunapee Regional Planning Foundation. The non-profit's sole focus is to support the work of UVLSRPC. We expect the non-profit to provide another source of revenue, one that is not solely dependent on government funding.

In conclusion, we launched Keys To The Valley, and our bi-state multi-region housing needs assessment campaign. We are working with Two Rivers Ottauquechee and Southern Windsor County in Vermont to gain a better understanding of why it is so challenging to develop housing in our region and prepare workable solutions that make sense for communities of every size and make-up. This work will require a lot of community engagement and participation. I encourage you to visit [www.keystothevalley.com](http://www.keystothevalley.com) for frequent updates or if you would like to participate in some manner.

Please contact us at (603) 448-1680 or [sschneider@uvlsrpc.org](mailto:sschneider@uvlsrpc.org), to share your thoughts and suggestions about how we can better serve our community. It is a pleasure to serve the municipalities of this region. Thank you for your support over the decades.



Steven Schneider

---

## Visiting Nurse & Hospice of VT and NH

### *Home Health, Hospice and Skilled Pediatric Services in Enfield, NH*

---

Visiting Nurse and Hospice for Vermont and New Hampshire (VNH) is a compassionate, non-profit healthcare organization committed to providing the highest quality home health and hospice services to individuals and their families. VNH provides care for people of all ages and at all stages in life, and delivers care to all, regardless of ability to pay.

VNH services reduce costs associated with town programs for emergency response and elder care. With quality care provided at home, there is less need for costly hospital and emergency room trips. And with VNH support, residents can age in place rather than relocating to a state or local nursing home.

Between July 1, 2018 and June 30, 2019 VNH made 2,371 homecare visits to 121 Enfield residents. This included approximately \$77,924 in unreimbursed care to Enfield residents.

- **Home Health Care:** 1,497 home visits to 106 residents with short-term medical or physical needs.
- **Hospice Services:** 872 home visits to 13 residents who were in the final stages of their lives.
- **Skilled Pediatric Care:** 2 home visits to 2 residents for well-baby, preventative and palliative medical care.

Additionally, residents made visits to VNH wellness clinics at local senior and community centers throughout the year, receiving low- and no-cost services including blood pressure screenings, foot care, and flu shots.

Enfield's annual appropriation to VNH helps to ensure that all have access to quality care when and where it is needed most. On behalf of the people we serve, we thank you for your continued support.

Sincerely,



*Hilary Davis, Director  
Community Relations and Development  
(1-888-300-8853)*



### **Fiscal Year 2019 (7/1/2018-6/30/2019)**

In fiscal year 2019 (July 1, 2018 - June 31, 2019), WCBH served more than 2,200 adults, children, youth and elders, providing behavioral health services at outpatient clinics across the area, residential care for adults, community-based programs, substance use treatment, and emergency services - including a 24-hour crisis hotline. Over 55,000 client visits took place, 15,000 of which were with children ages 2-17. Additionally, more than 5,000 calls to WCBH Emergency Services were logged in FY19. Throughout the region, we provided over \$600,000 in charitable care annually.

As the only provider of comprehensive, community-based mental health treatment and support services in the area, West Central Behavioral Health (WCBH) was pleased to provide mental and behavioral health services for those in Enfield during the last fiscal year. With your support, a total of 100 Enfield residents received services, including 63 adults, 30 children, and 7 elders, representing a value of \$27,400 in charitable care. We were grateful to receive \$2,500 in funding from the Town of Enfield, which was crucial in supporting these services for adults, families, and children in need.

By supporting access to mental health care for all, the Town of Enfield is investing in the health and safety of the community. Mental health affects every facet of a community's welfare, from employment and education to health and housing. Mental health care enables individuals to reach and maintain the best possible quality of life, and to contribute to their fullest at home, in the workforce, and as a member of the community.

Services delivered at WCBH's Outpatient Clinics in Lebanon, Newport and Claremont and in the community included:

- Adult Outpatient Programs, providing mental health services for individuals coping with anxiety, adjustment during times of crisis (such as bereavement, divorce, or job loss), trauma, and other challenges.
- Substance use disorder (SUD) services, providing therapy, support groups, and psychiatric medication management for those with SUD and those with SUD and co-occurring mental illness.

- 
- Child and Family Programs, providing counseling, therapy, and case management for children and families.
  - Emergency Services, through a 24-hour crisis hotline, emergency response, and in collaboration with the area's network of first responders (police, fire, hospitals).
  - Enhanced Care and Community Support Programs, serving those with chronic, severe, and severe and persistent mental illness.
  - Additional programs including: Mental Health First Aid; Assertive Community Treatment; Supported Employment; and Halls of Hope, an alternative to incarceration program at the Grafton County Courts.

Our sincere thanks to the residents of Enfield for your generous and long-standing support.



---

### ***Mission Statement***

***WISE leads the Upper Valley to end gender-based violence through survivor-centered advocacy, prevention, education and mobilization for social change.***

For almost 50 years, WISE has been the sole provider of crisis advocacy and support for victims of gender-based violence within 21 communities of the Upper Valley, including Enfield. WISE is a non-profit organization dedicated to supporting people and communities impacted by domestic violence, sexual violence and stalking. WISE offers a confidential and free 24-hour crisis line, peer support groups and workshops, emergency shelter, safety planning and in-person advocacy at hospitals, police stations, court houses and other social service agencies. WISE works with youth, professionals, and the community to develop relevant and comprehensive prevention strategies. WISE is committed to engaging everyone in learning to recognize and eliminate the root causes of violence.

In FY19, WISE provided advocacy and support to 1,427 people, 73.4% of whom reached out to WISE for the first time, which is reflective of our outreach efforts and new co-locations. WISE received 11,271 calls on the crisis line, provided 795 accompaniments to local hospitals, courts, police departments, child advocacy centers, and other service locations, hosted 43 shelter guests in the Safe Home, and provided emergency shelter to 140 people. WISE increased accessibility to advocacy by offering physical co-locations at Windsor Connection Resource Center, Good Neighbor Health Clinic, Upper Valley Haven, and Junction Youth Center. The new WISE spaces join existing co-locations at Dartmouth College and at the NH Department of Children, Youth, and Families.

We are so grateful for the consistent and generous support from the Town of Enfield. We are truly wiser together. For more information visit [wiseuv.org](http://wiseuv.org).



---

# Town of Enfield



## Vital Statistics

---

## Marriages

---

### For the Year Ending December 31, 2019

The Town Clerk may only report information which the parties have specifically authorized for publication. This is the complete list of marriages the Town Clerk has been authorized to publish in the Annual Report.

<b><u>Date</u></b>	<b><u>Name of Person A/Name of Person B</u></b>	<b><u>Residence</u></b>
April 17	Matthew C. Svahn Elizabeth P. McShinsky	Enfield NH Enfield NH
May 19	James A. Fenner Buffie A. French	Enfield NH Enfield NH
August 19	Alexander E. Averine Bethany M. Kerin-Herrick	Enfield NH Enfield NH
October 5	Richard A. Streeter II Brenna L. Banley-Bill	Enfield NH Enfield NH

---

## Births

---

### For the year ended December 31, 2019

The Town Clerk may only report information which the parents have specifically authorized for publication. This is the complete list of births the Town Clerk has been authorized to publish in the Annual Report.

<u>Date</u>	<u>Place of Birth</u>	<u>Name</u>	<u>Name of Father/Partner</u> <u>Name of Mother</u>
Jan. 5	Lebanon	Paightyn Rae Oaklyn Harrington	Damien Harrington Felicia Baslow
Jan. 19	Lebanon	Lucas David Cole	Julia Cole Dakota Roberts
Feb. 8	Lebanon	Toby Allen Goodsell Jr.	Toby Goodsell Cassidy LeBlanc
Feb. 11	Lebanon	Rylee Elizabeth Dunn	Joshua Dunn Jolene Eastman
Feb. 23	Lebanon	Alice Annmarie Fox	Cody Fox Raechel Fox
Apr. 3	Lebanon	Amos Ellis Plumley	Douglas Plumley Shaina Plumley
Apr. 18	Lebanon	Trenton James Lessard	Michael Lessard Andrea Lessard
Apr. 27	Lebanon	Harper Marie Kendall	Samuel Kendall Brianna Kendall
Apr. 29	Lebanon	Cameron Jackson Plante	Joby Plante Catelynn Plante

---

<b><u>Date</u></b>	<b><u>Place of Birth</u></b>	<b><u>Name</u></b>	<b><u>Name of Father/Partner</u> <u>Name of Mother</u></b>
Apr. 29	Lebanon	Lillian Grace Young	Matthew Young April Young
May 17	Lebanon	Vivienne Rose Connell	William Connell Allison Wilcox
June 2	Lebanon	Declan Bruce Gunberg	Andrew Gunberg Lauren Gunberg
June 6	Lebanon	Kensington Gardner Boucher	Travis Boucher Kelli Boucher
June 16	Lebanon	Margo Ruby Isom	David Isom Michelle Isom
June 17	Lebanon	Jai Aksel Lenus Poljacik	Daniel Poljacik Katharine Poljacik
July 8	Lebanon	Wesley Adam Poitras	Cody Poitras Meagan Liberty
July 28	Lebanon	Sutton Emmeline Pierce	Daniel Pierce Laura Pierce
July 27	Lebanon	Liam Gordon McLaughlin	Joseph McLaughlin Alyson McLaughlin
July 28	Lebanon	Lucas Patrick Donovan	Emmett Donovan Veronique Archambault- Leger
July 31	Lebanon	Lauren Jane Lanoue	Adam Lanoue Victoria Lanoue
Aug. 1	Lebanon	Diego Howard Rifas	Christian Rifas-Salles Makayla Ruel
Aug. 29	Lebanon	Levi Patrick Teune	Patrick Teune Brittany Teune

---

---

<b><u>Date</u></b>	<b><u>Place of Birth</u></b>	<b><u>Name</u></b>	<b><u>Name of Father/Partner</u> <u>Name of Mother</u></b>
Aug. 31	Lebanon	Maverick Olivier Begnoche	Jacques Begnoche Jill Begnoche
Sep. 2	Lebanon	Nathan Wayne Lynde	Keith Lynde Kerri Zarr
Sep. 14	Lebanon	Daniel Richard Miller	Nathan Miller Rita Seto
Sep. 28	Lebanon	Rhett William Gelinas	Christian Gelinas Tanisha Glencross
Sep. 30	Lebanon	Maverick Mitchell Vandeberkt	Brendan Vandeberkt Amanda Nadeau
Nov. 3	Lebanon	Whelyn Jace Barton	Jason Hammond Nicole Barton
Nov. 20	Lebanon	Gideon James Donica	Matthew Donica Laura Donica
Dec. 9	Lebanon	Benjamin David Morin	David Morin Kathleen Morin
Dec. 30	Lebanon	Genevieve Bryce Jones	Cyle Jones Jane Jones

---

## Deaths

---

### For the year ended December 31, 2019

This report is based on a list provided by the State of New Hampshire and may be incomplete. We add any other deaths we become aware of that are not included on the State list, but this is an imperfect process.

<u>Date</u>	<u>Place of Death</u>	<u>Decedent's Name</u>	<u>Father's/Parent's Name</u> <u>Mother's/Parent's Name<sup>(1)</sup></u>
Jan. 9	Lebanon	Pauline Gordon	Wilfred Nedeau Iva Aldrich
Jan. 11	Lebanon	Lorita Murray	Frank Dustin Sr. Dorothy Kimball
Jan. 15	Lebanon	Paul Hartnagel	Carl Hartnagel Emilie Phillips
Feb. 13	Enfield	Jon Cattabriga	Carl Cattabriga Elizabeth Cobb
Mar. 8	Lebanon	David Smith	Alton Smith Theresa Gaylor
Mar. 10	Enfield	Michael Berg	Michael Berg Lorelei Ervin
Mar. 11	Lebanon	Karl Finsterbusch	Karl Finsterbusch Eleanor Rathbun
Mar. 19	Enfield	Cassidy LeBlanc	Joseph LeBlanc Stephanie Burns
Mar. 23	Enfield	Barbara Boutin	Edward Murphy Leona Long
Mar. 25	Enfield	Kyle Barton	Richard Barton Jr. Heidi Baker
Mar. 31	Lebanon	Alice Atkins	Leslie Chase Pearl Williamson

---

<b><u>Date</u></b>	<b><u>Place of Death</u></b>	<b><u>Decedent's Name</u></b>	<b><u>Father's/Parent's Name Mother's/Parent's Name<sup>(1)</sup></u></b>
Apr. 5	Lebanon	Nicholas Wadleigh	Lewis Wadleigh Winifred Hodgdon
Apr. 7	Lebanon	Marcia Eastman	Arthur Atkins Annie Jones
Apr. 26	Enfield	Robert McGrath	Albert McGrath Marilyn Young
Apr. 26	Enfield	Alphonse Thibodeau Jr.	Alphonse Thibodeau Sr. Marjorie Emery
May 2	Lebanon	Robert Isabelle	Lionel Isabelle Reina Demers
May 16	Lebanon	Walter Youtt Jr.	Walter Youtt Blanche LaBombard
June 13	Hanover	Sandra Chesley	John Paynotta Lillian Dockum
July 13	Enfield	Daniel Roberts	Joseph Roberts Catherine Enwright
July 21	Enfield	Gordon Rollman	John Rollman Gladys Carpentier
Aug. 1	Lebanon	Doris Hamel	Paul Archambeault Mildred Dexter
Aug. 19	Enfield	Elizabeth Blain	Tilden Weymouth Helen Wood
Sep. 10	Enfield	Walter Nylund	Axel Nylund Alma Mattson
Sep. 14	Enfield	Richard Dow	Robert Dow Ethel Kalloch
Sep. 27	Enfield	Louis Boutin	Emile Boutin Louise Dion

---

---

<b><u>Date</u></b>	<b><u>Place of Death</u></b>	<b><u>Decedent's Name</u></b>	<b><u>Father's/Parent's Name Mother's/Parent's Name<sup>(1)</sup></u></b>
Sep. 28	Lebanon	Patti Charbono	Paul Libercen Norma Taplin
Oct. 3	Enfield	Carole Emery	Walter Seminick Josephine Kubski
Oct. 6	Lebanon	Raymond Tetreault	Marcel Tetreault Marie Demers
Oct. 7	Lebanon	Sandra Hall	Frank Musgrove Donna Morrison
Nov. 3	Lebanon	Frances Wheeler	Frederick Seale Frances Burns
Nov. 10	Lebanon	Sandra Baillargeon	Richard Rand Vera Brown
Nov. 17	Enfield	Roland Frechette	Peter Frechette Georgianna Blanchette
Nov. 18	Lebanon	Janice Staggs	Henry Hough Harriet Pettengill
Dec. 4	Enfield	Paul Olsen	Unknown Mae Smith
Dec. 23	Enfield	Douglas Tucker	David Tucker Margaret Ahlers
Dec. 23	Lebanon	Daryl Osgood	John Osgood Helen Gray

<sup>(1)</sup> Name prior to first Marriage/Civil Union



---

# Town of Enfield



# Miscellaneous Reports

---

## **2019 Town Meeting Minutes**

### **March 16, 2019**

---

Moderator Dr. David Beaufait commenced the annual meeting at 9:04 a.m. with the Pledge of Allegiance.

Selectman Meredith Smith acknowledged Robert Foley and Gary Gaudette, long time volunteers for the Town of Enfield. Both passed away in 2018. M. Smith also gave the Selectmen's thank you's and recognition to all those who retired from volunteer service in 2018.

B. Fred Cummings – Selectman, Fire Ward

John Carr – Trustee of Trust Funds

Holly West – Budget Committee, Energy Committee Member

James Buffington – Budget Committee Member

Cecilia Aufiero – Zoning Board of Adjustment Member

Francine Lozeau – Library Trustee

Nancy Scovner – Planning Board Member

Cindy Wells – Recreation Commission Member

Shara Buffington – Tax Increment Finance District Advisory Committee

James Fenn – Energy Committee Alternate Member

Dan Kiley – Upper Valley Lake Sunapee Regional Planning Commission Board Member

Dolores Struckhoff – Enfield Shaker Village Scenic Byway Committee

Kati Lary Jopek – Enfield Shaker Village Scenic Byway Committee

Kim Quirk – Enfield Shaker Village Scenic Byway Committee

Moderator Beaufait requested that those who had ever volunteered for the Town to please stand.

Moderator Beaufait announced one more presentation to be done. Cecilia Aufiero, Linda Jones and Suzanne Hinman of the Heritage Commission, presented to Meredith Smith a Shaker Box in thanks for all she has done toward preservation of Enfield Center townhouse, Enfield Shaker Village Scenic Byway, and bringing Mascoma Lakeside Park into being.

Moderator Beaufait reviewed the protocols, policies and procedures for the meeting.

---

Moderator Beaufait announced the results of Articles 1 to 6 which were voted on by official ballot on Tuesday, March 12<sup>th</sup>.

**Article 1:** To choose by ballot all necessary Town Officers for the ensuing year.

For One Year:        One Fire Ward – Kenneth Wheeler (263)

For Two Years:     One Moderator - Lindsay A. Smith (372)

For Three Years:   One Selectman – Meredith C. Smith (266)  
                             One Town Clerk – Sandra Romano (392)  
                             One Trustee of Trust Funds – Ellen H. Hackeman (364)  
                             One Cemetery Trustee – Donald J. Crate, Sr. (15 write-in  
                                 votes – pending acceptance)  
                             One Fire Ward – Wayne Claflin (260)  
                             One Library Trustee – Dominic C. Albanese (382)  
                             Two Zoning Board of Adjustment Members – Kurt R.  
                                 Gotthardt (268),  
                             Edward McLaughlin (311)  
                             Three Budget Committee Members - Shirley A. Green (349),  
                                 Gail E. Malz (295), Sam Eaton (7 write-in votes – pending  
                                 acceptance)

Moderator Beaufait made an introduction of those sitting up front consisting of Officials and staff present as follows:

Assistant Town Manager Alisa Bonnette, Town Clerk Sandra Romano, Deputy Town Clerk Wendy Huntley, Town Attorney, Jim Raymond, Town Manager Ryan Aylesworth, Selectboard Katherine Plumley Stewart, Meredith Smith, and John Kluge, and Budget Committee members Sam Eaton - Chair, Shirley Green, Mike Diehn, Nancy Smith, Jean Patten, Eric Crate, Dominic Albanese, Erik Russell.

**Article 2:** Are you in favor of the adoption of Amendment No. 1 for the Town of Enfield Zoning Ordinance as follows?

Amend definition of “Setback” in Appendix A:

“The distance between a building or structure and the nearest property line, wetland, or sewage disposal system. **Setbacks are to be measured from the drip line and include but are not limited to decks, roof overhangs, fireplaces, and any bump-outs on the structure.**”

---

**279 YES -- 109 NO**

**Article 3:** Are you in favor of the adoption of Amendment No. 2 for the Town of Enfield Zoning Ordinance as follows?

Amend Section 413 Non-Conforming Lots and Uses:

2. Any non-conforming uses existing on the effective date of this Ordinance shall be considered a lawful ~~lot use~~ and may be continued. Even though the lot ~~where the use is located~~ does not comply with the minimum lot size or frontage requirements, the ~~lot use~~ may be **continued** ~~built upon~~ provided all other standards of the district in which it is located are met. Last two sentences: The replacement ~~uses (or buildings and structures, if applicable)~~ must be in the same location, and the same **or less** dimensions as before the damage. **The dimensions include length, width, and height of the original structure.**

**295 YES -- 92 NO**

**Article 4:** Are you in favor of the adoption of Amendment No. 3 for the Town of Enfield Zoning Ordinance as follows?

Amend the definition of “Accessory Dwelling Unit” in Appendix A: A single apartment of no more than 800 square feet, containing no more than ~~two one~~ bedrooms and one bathroom, ~~must be connected to a single family dwelling as defined in RSA 674:71-73 by enclosed weather tight space with continuous roof and continuous foundation.~~ The apartment **accessory dwelling unit** and main dwelling are exempt from district acreage density requirements and must remain under one ownership.

**289 YES -- 93 NO**

**Article 5:** Are you in favor of the adoption of Amendment No. 4 for the Town of Enfield Zoning Ordinance as follows?

Amend section 403 Special Exceptions to add “Kennels” to the following lists for provision of that use by special exception: Section 4. CB (Community Business District) and Section 6. Route 4 District.

**268 YES -- 110 NO**

---

**Article 6:** Are you in favor of the adoption of Amendment No. 5 for the Town of Enfield Zoning Ordinance as follows?

C. Signs shall refer only to a use, activity or business carried on the lot upon which they are situated, except that the Zoning ~~Administrator Board of Adjustment~~ may grant permission as a ~~Special Exception~~ for erection, off the premises, of a limited number of non-illuminated signs, providing the following conditions are met:

1. Each sign not exceeding three square feet.
2. Intended solely to give directional information.
3. **No more than three signs for any one business townwide.**

**285 YES -- 104 NO**

**Article 7:** (Lease without Escape Clause) To see if the Town will vote to authorize the Board of Selectmen to enter into a long-term lease/purchase agreement in the amount of \$170,000 payable over a term of seven (7) years for the purpose of leasing two DPW pickup trucks and associated plowing and sanding equipment (\$130,000) and one Fire Department support vehicle (\$40,000). The first payment will be due in 2020. The Capital Improvement Program Capital Reserve Fund, which the Board of Selectmen is named agent to expend, will be used for the annual principal and interest payments for the life of the lease.

Special Warrant Article  
2/3 Paper Ballot Vote Required

The Board of Selectmen recommends this article by a vote of 3-0.  
The Budget Committee does not recommend this article by a vote of 5-3.

M. Smith made the motion to accept Article 7 for discussion. J. Kluge second.

Town Manager Ryan Aylesworth spoke to Article 7, Article 8 and 15 and presented a PowerPoint overview which pertains to these articles and is a permanent part of this record.

Moderator Beaufait identified those in attendance who are not residents.

Dan Kiley made a motion to amend Article 7 to remove one Fire Department Support Vehicle (\$40,000) reducing the overall amount of the Article to \$130,000. Amendment was seconded.

---

D. Kiley would like more information on the Fire Department (FD) Support Vehicle as to why there was a difference in the recommendations between the Board of Selectmen and the Budget Committee.

S. Eaton as member of the Budget Committee voted to not recommend the article; the truck is slated for next year in the CIP. There was not good communication from the FD as to why there was a pressing need to replace the vehicle this year and not wait until next year.

S. Green agreed with S. Eaton.

Dan Monahan made the comment that if the amendment passed, there would not be a need to raise \$26,000 and there would be no need for the tax rate to go up 5 cents.

Bob Cusick commented that previously it had been calculated that increasing the tax rate 5 cents per year for the CIP would potentially make the Town self-sufficient within 10 to 15 years. B. Cusick supports keeping the 5 cents in the budget.

Reed Bergwall questioned how much interest it cost to finance over 7 years in addition to the cost of the vehicle?

R. Aylesworth responded approximately \$10,000 for the vehicles. That is if the fire truck is included in the purchase price.

Phil Shipman asked if we did pay for this in cash, what would be the tax impact if we didn't put off the fire truck another year?

R. Aylesworth replied there is an impact of about 20 to 25 cents per \$1,000 net affect in replacing these vehicles if the Town paid with a lump sum to avoid interest associated with annual debt service payments.

C. Aufiero asked why do we have to pay interest on a lot of these CIP things?

R. Aylesworth answered; in short taking the money out of CIP as a lump sum – as opposed to paying annual debt service with a relatively low interest rate – leaves no funds on hand for emergencies.

Debra Ford commented that once the CIP plan is fully funded we won't have to finance anything. She would like to go back to article 7 and have someone speak to the truck.

---

Andy Steele we haven't heard from the FD as to why they moved replacement of their truck up a year? And why purchase the two highway trucks and lease the fire truck?

Lloyd Hackeman responded that the fire truck was to be replaced 2 years ago. The truck is 15 years old, has 40,000 miles and is having rust issues. This truck is used to respond when the \$500,000 trucks are not necessary. We are also looking at having to replace the two \$500,000 trucks in the near future. He would like to see the truck put back in.

The Moderator called for a voice vote on the amendment for Article 7.

Dr. Beaufait announced that the Ayes have it.

The Moderator opened the voting for a paper ballot vote on the article as amended at 10:01am.

D. Kiley moved to table article 7 until results are available so we can move on.  
M. Diehn seconded. Unanimous in favor.

(After the minimum hour paper ballot voting period, the results were as follows: 172 votes cast, 115 required to pass, 134 – YES, 38 – NO; Article 7 PASSED as amended)

Tim Lenihan made a point of order to thank Dr. Beaufait for his 30 years as moderator. Moderator Beaufait is retiring as of the conclusion of the meeting.

Moderator Beaufait expressed his gratitude.

Sharon Beaufait – point of order. Commented the acoustics are terrible. The voice vote sounded very close and she recommended that a paper ballot be used for all non-paper ballot voting.

Moderator Beaufait asked if what Ms. Beaufait was asking for was a card division of house vote?

S. Beaufait answered correct.

Moderator Beaufait asked, for a card division of house vote, to use voter cards for any non-paper ballot voting.

Show of cards requested to use voter cards for voting. Majority in favor.

---

**Article 8:** To see if the Town will vote to raise and appropriate the sum of \$250,000 for George Hill Road improvements, to authorize the issuance of not more than \$250,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. The first interest payment will be due in 2019. The Capital Improvement Program Capital Reserve Fund, which the Board of Selectmen are agents to expend, will be used for the annual principal and interest payments for the life of the loan.

Special Warrant Article  
2/3 Paper Ballot Vote Required

The Board of Selectmen recommends this article by a vote of 3-0.  
The Budget Committee recommends this article by a vote of 8-0.

J. Kluge made the motion to accept the article for discussion; K. Plumley Stewart seconded the motion.

No discussion was had.

The Moderator opened the voting for a paper ballot vote at 10:15am.

(After the minimum hour paper ballot voting period, the results were as follows:  
171 votes cast, 113 required to pass, 156 – YES, 15 – NO; Article 8 PASSED)

Megan O'Brien moved to table article 8 until results are available. Sue Hagerman seconded. Unanimous in favor.

**Article 9:** To see if the Town will vote to raise and appropriate the Budget Committee recommended sum of \$6,677,736 for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately. (Majority vote required)

The Board of Selectmen recommends this article by a vote of 3-0.  
The Budget Committee recommends this article by a vote of 8-0.

K. Plumley Stewart moved to accept Article 9 for discussion. M. Smith second.

Budget Committee Chair, S. Eaton spoke to Article 9 and presented a PowerPoint overview which pertains to article 9 and is a permanent part of this record.



---

No further discussion was had.

Moderator Beaufait opened the vote to a show of cards. Majority in favor.  
Article 9 PASSED.

**Article 10:** To see if the Town will vote to raise and appropriate the sum of \$25,000 to be placed in the Employee and Retiree Benefits Trust Fund. (Majority vote required).

Special Warrant Article

The Board of Selectmen recommends this article by a vote of 3-0.  
The Budget Committee recommends this article by a vote of 8-0

M. Smith made a motion to accept Article 10 for discussion. J. Klug second.

Town Manager Ryan Aylesworth spoke to Article 10 explained that the Trust Fund, created in 2018 and is used to cover employee HRA reimbursements and cover the cost of benefits paid out to retirees. It is the goal to have this fund grow over time.

No further discussion was had.

Moderator Beaufait opened the vote to a show of cards. Majority in favor.  
Article 10 PASSED.

**Article 11:** To see if the town will vote to change the form of organization of the fire department by eliminating the board of fire wards (RSA 154:1(d)), and having the fire chief appointed by the town manager, and the firefighters being recommended by the fire chief and appointed by the town manager pursuant to RSA 154:1(b).

M. Smith made a motion to accept Article 11 for discussion. K. Plumley Stewart second.

Selectman K. Plumley Stewart spoke to Article 11 and presented the first portion of a PowerPoint overview which pertains to Articles 11 & 12 and is a permanent part of this record.

Moderator Beaufait was given a petition requesting a paper ballot vote on Article 11.

---

Becky Powell made a motion to vote by paper ballot. J. Patten second.

Moderator Beaufait gave the Firewards present the opportunity to respond to the presentation before the general discussion.

Tim Taylor, Fireward, made comments in opposition of Article 11 expressing that they have trouble finding volunteers because most volunteers are a family people who have jobs, and sometimes several jobs. For Level I Certification, it's a 250 hour commitment. If one misses a couple of hours of it, it is all for nothing and it still has to be paid for.

J. Patten spoke in favor for Article 11 based on her experience from serving on the Budget Committee for her first year. She thanked John Pellerin for putting all the information together that was presented to the Budget Committee. She believes the Fireward system has been in place for a very long time, and used to work a long time ago, but is no longer working and it's time to move on.

K. Withrow spoke in favor for Article 11 based on her experience as a Firefighter and EMS. She clarified that classes can be made up and there is training offered within the FD.

Richard Martin spoke in favor for Article 11 based on his experience as a Captain on the FD and as the Emergency Medical Services Chief. He spoke on the issue of having firefighters that do not have their certification and that these people help can him with the pumper trucks.

S. Eaton expressed his concern that in his opinion the presentation did not carry out a 5 year plan. He questioned how much this change is going to cost and felt there was a lack of transparency. He would like to see a 5 year road map and questioned why it wasn't done prior to this meeting.

R. Aylesworth – There is no question that there needs to be concerted planning that goes in to future integration and how it takes place. We are proposing over the next year to engage in a detailed transition planning process involving members of both departments, members of the community and key committee members. We want to make sure that there is a global approach to communication in answering questions. We are proposing this so that, in the long run, it actually allows us to extend the volunteer model. What we are asking to be addressed today is who holds the fire chief accountable? And where does that accountability flow from there? Future scenarios will be inspected carefully and thought through and not rushed into.

---

Tim Lenihan spoke in favor of Article 11 because it's pretty clear; he hasn't heard anyone dispute any of the issues revealed in interviews and data gathered.

C. Aufiero spoke against Article 11. She felt that the FD should have the opportunity to go back, regroup, reorganize and come back with a plan.

Kristin Harrington spoke in favor of Article 11 based on her experiences with response times in 2013. She would like to see the response times shortened and believes that short response times should be a priority.

Kurt Gotthardt questioned what process the current Firewards went thru to choose the fire chief? What follow-up evaluations or assessments will be done? What would the difference be if Article 11 passes and the fire chief is appointed by the Town Manager?

T. Taylor responded that they Firewards looked at credibility, past records and potentially becoming politically motivated. They had three candidates. It was unanimous with the Firewards that Fred Cummings would best fit the position. Data has always been reported and is in the past Town Reports. The Firewards have always encouraged training to all firefighters.

Kelly Rose asked if Mike Akillian from the Center for Strategic Governance could speak to the topic as he did on March 11<sup>th</sup> as there were people who were not able to attend that meeting.

K. Plumley made a motion to allow non-residents to speak. Holly West seconded. Vote by show of cards. Majority in favor.

M. Akillian reviewed the process he and the Town went through since April 2018. Spoke to how all the departments were engaged in the process except the FD until John Pellerin was assigned to work with them. He believes that any plan should be resident focused not on a list of things to accomplish. As far as data submitted, the only response time noted is for the 1<sup>st</sup> who responded on scene and not the times for all who responded.

S. Eaton made a point of order asking if the Firewards or the Fire Chief track response times?

M. Akillian answered that it was the Fire Chief and that currently there is not enough management structure and oversight to provide for public safety.

S. Eaton made a point of order that the Article is about Firewards.

---

Moderator Beaufait asked Attorney Raymond who is responsible for the FD? Attorney Raymond clarified that it was the Firewards that run the Department.

Discussion and clarification was made in regards to NH RSA 154:1-d (Fire Department Liability; Public Duty Rule; Status of Firefighters) and NH RSA 154:2 (Powers) with points being made by R. Aylesworth and Attorney Raymond.

K. Gotthardt noted that his questions on what process the current Firewards went thru to choose the fire chief. What follow-up evaluations or assessments will be done? And what would the difference be if Article 11 passes and fire chief is appointed by the Town Manager? These questions have not yet been answered.

T. Taylor responded that disciplining a Fire Chief would be based on malfeasance. Due to the fact that the previous Fire Chief had held the position for 51 years the Firewards needed only an annual meeting to reaffirm the Chief and do the budget.

R. Aylesworth spoke to the process of hire recently being used for hiring the Police Chief and how this method would be followed for hiring a Fire Chief. It would be an open process, and a competitive process. R. Aylesworth also believes in having the Fire Chief operating under an employment contract.

M. Akillian concluded that after reviewing the data collected from interviews and site reviews, it was his opinion that this Article would protect and allow the volunteer system to continue. Not everything has been mapped out, but this is an opportunity to better structure EMS and FD.

T. Taylor RSA 154:1-d points out that the Firewards are elected and are responsible for placement and control of the chief.

Attorney Raymond spoke that section 1 is for how people are elected or appointed for different positions. Section 2 is Powers. These sections are separate. You can have a system decided by the Town Meeting where Firewards are appointed and are in overall control of the FD.

J. Pellerin thanked all the Firewards and firefighters and spoke in favor of Article 11.

H. West feels that having the Town Manager oversee the FD would free up fire personnel to do other things. This would also give residents a person to address

---

any issues they have with the FD. Asked if Article 11 passes today, can it be rescinded or a new article added in the future to go back to a Fireward system?

Attorney Raymond answered yes, that a future vote at Town Meeting could return the Town to a Fireward system.

Steve Patten called the question.

William Marx spoke in favor of Article 11.

R. Martin spoke in favor of Article 11.

Josh Wessells spoke as a member or the Ambulance Service as being in favor of Article 11.

K. Withrow as member of Fire Department is in favor of Article 11.

Norman Ruel spoke in favor for Article 11.

S. Eaton spoke in favor for Article 11. He still believes we need to be vigilant about costs associated with this Article.

Bob Pollard spoke in favor for Article 11. He believes that training should be a priority and that authority should be given to the Town for accountability.

Moderator Beaufait opened the voting on Article 11 with a paper ballot vote at 12:08pm.

Becky Powell made a motion to table Article 11. Jean Patten second. Unanimous in favor.

Kimberly Withrow made a motion to take Article 7 off the table. N. Smith second. Unanimous vote for taking Article 7 off the table.

For Article 7, results were: 172 votes; 2/3 majority needed (115 votes); 134 YES 38 No Article 7 passed.

Megan O'Brien made a motion to take Article 8 off the table. N. Smith second. Unanimous vote for taking Article 8 off the table.

For Article 8, results were: 171 votes; 2/3 majority needed (113 votes); 156 YES 15 No Article 8 passed.

---

T. Lenihan made a motion to restrict articles 7 & 8 for reconsideration. J. Kluge second. Unanimous vote to restrict articles 7 & 8 for reconsideration.

**Article 12:** To see if the Town will vote to appropriate the sum of \$20,000 from available undesignated general fund balance for fire/ambulance department transition planning. (Majority vote required)

Special Warrant Article

The Board of Selectmen recommends this article by a vote of 2-1.  
The Budget Committee recommends this article by a vote of 7-1.

K. Plumley Steward made a motion to accept Article 12 for discussion. J. Kluge second.

Gail Malz asked how can Article 11 be tabled and vote on Article 12 before 11 is complete?

Moderator Beaufait deferred to Town Manager Aylesworth.

R. Aylesworth said if Article 11 passes, Article 12 would provide the resources to make the transition and agrees that this would not be the best time to move forward on Article 12.

K. Plumley Steward made a motion to table Article 12. J. Kluge second.

T. Lenihan made a motion to take Article 11 off the table. D. Kiley second. Unanimous in favor.

For Article 11, results were: 167 votes; 151 – YES, 16--No Article 11 PASSED.

Roger Dontonville made a motion to restrict reconsideration of Article 11. Ed McLaughlin second. Majority in favor.

K. Plumley Stewart made a motion to restrict reconsideration of Article 9 and Article 10. Mike Diehn second. Majority in favor.

K. Plumley Steward made a motion to Article 12 off the table. M. O'Brien second. Unanimous in Favor.

---

Town Manager Ryan Aylesworth spoke to Article 12 and presented a PowerPoint overview [earlier in the meeting] which pertains to this article and is a permanent part of this record. R. Aylesworth added that the Town has received \$5,000 from a private foundation to support this effort and recommends a motion be made to reduce the amount in Article 12 to \$15,000.

S. Eaton was the lone no vote because at the time it wasn't known if Article 11 would pass. He is now is in favor of Article 12 passing.

K. Plumley Stewart made a motion to amend Article 12 reducing the amount from \$20,000 to \$15,000. J. Kluge second.

B. Cusick expressed his hope that when all is done, the difference between parties is mended. He also expressed his respect for both EMS and FD. This Town will be much better off in the long run.

Steve Stancek would like to hear the Town Manager's reasoning why we need to vote on merging EMS and Fire at this time.

R. Aylesworth responded that depending on how things take shape, we wanted to be able to consolidate these departments if all things boil down to necessitating it. The result may not be that EMS/FD combine, but still have cross training. Basically the change is for FD authority. Any decision on combining EMS/FD will be made going forward. All options are on the table.

Hearing no further discussion, Moderator Beaufait called for a vote on the amendment of Article 12. Unanimous vote in favor.

Vote on Article 12 as amended. Unanimous in favor. Article 12 PASSED as amended.

**Article 13:** To see if the Town will vote to appropriate the sum of \$10,000 from available undesignated general fund balance for community master planning. (Majority vote required)

Special Warrant Article

The Board of Selectmen recommends this article by a vote of 3-0.  
The Budget Committee recommends this article by a vote of 8-0.

M. Smith moved to accept Article 13 for discussion. J. Kluge second.

---

J. Kluge believes the Town needs this help to move this program on. This is a way to help design the future of the Town. He would appreciate votes in favor of Article 13.

C. Aufiero is not in favor of this article. She believes that hiring out is not the answer. The people of Enfield should work on the Master Plan. People on the outside don't know Enfield as the residents do. She is hoping people will vote against Article 13

D. Kiley hopes that everyone will vote in favor of Article 13. The Master Plan has not been updated since 1995. There were some changes in 2006 but those were never approved.

David Fracht spoke in favor of Article 13. This article is for hiring a facilitator for assisting in gaining a good foundation in writing a master plan. It is the ultimate responsibility for the Planning Board to come up with the Master Plan. The Town is currently losing grant money without having an approved, up-to-date Master Plan.

K. Gotthardt spoke as a member of the Planning Board and the Zoning Board of Adjustment (ZBA) and spoke in favor of Article 13. He explained the ZBA can only make decisions on issues that come before the ZBA based on the current rules. The Master Plan is the first thing needed to make changes to the zoning rules.

E. McLaughlin spoke as a board member of the Upper Valley Lake Sunapee Regional Planning Commission and as a member of the ZBA. Article 13 is to hire a facilitator to improve the process. Also to assist in understanding what grants are available and any legislative changes. He urged all to support Article 13.

Hearing no further discussion, Moderator Beaufait called for a vote on Article 13. Unanimous vote in favor. Article 13 PASSED.

Moderator Beaufait asked that any who signed the petition for paper ballot voting on Article 11 to please stand as it was necessary that at least 5 of the petitioners be present. He confirmed there were at least 5 petitioners present.

**Article 14:** To see if the town will vote pursuant to RSA 162-K:9, IV to extend the term of the current Enfield Tax Increment Finance District and tax increment financing plan, which is scheduled to expire on February 8, 2020, to February 8, 2030. (Majority vote required)



---

J. Kluge made a motion to accept Article 14 for discussion. K. Stewart Plumley second.

R. Aylesworth spoke to Article 14 and presented a PowerPoint overview which pertains to this article and is a permanent part of this record.

S. Beaufait asked for clarification on taking out loans for things we could otherwise pay for. Are we being asked to continue this because we have an outstanding loan?

R. Aylesworth said normally the time period for a TIF district is married up to the repayment period of funding. Having the TIF expire before the debt service puts a risk on the Town's cash flow.

Wendell Smith asked why the Budget Committee didn't speak to this Article.

Moderator Beaufait answered that the Budget Committee was not involved because there is no appropriation.

W. Smith noted the Town is still going to owe the money for the next 10 years.

S. Eaton said it is supported directly from the taxes in the TIF district fund.

Steve Stancek – remembered supporting the TIF District in 2005 and is in favor of it now. TIF was to support development and new businesses in the TIF district.

Nate Miller spoke as Chair of the TIF District Advisory Committee and expressed the benefits of using TIF financing for the Route 4 sewer and water extension project; banks view having TIF funds as very safe and this give the Town the ability to negotiate a good interest rate. He encouraged everyone to support Article 14.

Tim Jennings asked if the Town has any projects in line that we would like the TIF District to fund in the future.

R. Aylesworth explained the TIF District funds and other funds are consolidated into one shared operating account for cash flow. As cash flow improves we can begin to consider increasing the annual amount of debt service payments, and we can also seriously consider other projects within the TIF District.

---

Dominic Albanese made a point of order stating that any projects would need Town Meeting approval even if funded with TIF funds.

D. Fracht moved the question.

Hearing no further discussion, Moderator Beaufait called for a vote on Article 14. Ayes carry.

Moderator Beaufait called for a vote on Article 14 by a show of cards. Majority in favor. Article 14 PASSED.

**Article 15:** To see if the Town will vote to raise and appropriate the sum of \$422,168 to be placed in the Capital Improvement Program Capital Reserve Fund.

Special Warrant Article

The Board of Selectmen recommends this article by a vote of 3-0.

The Budget Committee recommends this article by a vote of 8-0.

K. Plumley Stewart made a motion to accept Article 15 for discussion. M. Smith second.

R. Aylesworth previously spoke to Article 15 and the previously presented PowerPoint overview which pertains to this article is a permanent part of this record.

Hearing no discussion, Moderator Beaufait called for a vote on Article 15. Majority in favor. Article 15 PASSED.

**Article 16:** To see if the Town will vote to raise and appropriate the sum of \$75,000 for wastewater planning, and to authorize the issuance of not more than \$75,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon; said borrowing to be from the NHDES Clean Water State Revolving Fund of which 100% of the principal is to be forgiven. There will be an interest payment due in 2019. The Municipal Sewer System Capital Reserve Fund, which the Board of Selectmen are agents to expend, will be used for the interest payments for the life of the loan.

---

Special Warrant Article  
2/3 Paper Ballot Vote Required

The Board of Selectmen recommends this article by a vote of 3-0.  
The Budget Committee recommends this article by a vote of 8-0.

M. Smith made a motion to accept Article 16 for discussion. J. Kluge second.

R. Aylesworth spoke to Article 16.

R. Aylesworth this Article would give the Town the ability to work with a consultant to do a feasibility study for separating from the City of Lebanon wastewater facility. Until we study this, we won't know the costs. We need to look at all options and understand the current state of industry technology. It's 100% principal forgiveness so is essentially a \$75,000 grant for which we will pay \$1500 in interest.

Hearing no further discussion, Moderator Beaufait called for a vote on Article 16 by paper ballot.

A Bonnette made a motion to table Article 16. Motion was seconded.  
Unanimous in favor.

Moderator announced the results of Article 11. 151--YES 16--NO Article 11 PASSED.

M. O'Brien made a motion to restrict Articles 13, 14 & 15 for reconsideration.  
S. Hagerman seconded. Unanimous vote to restrict Articles 13, 14 & 15 for reconsideration.

**Article 17:** To see if the Town will vote to adopt the provisions of RSA 41:14-a and authorize the Board of Selectmen to acquire or sell land, buildings or both.

J. Kluge made a motion to accept Article 17 for discussion. K. Plumley Stewart second.

R. Aylesworth explained this article is to give authority to the Board of Selectmen to efficiently sell any property gifted to the Town that the Town does not otherwise have public use for.

W. Smith asked if there was any tax consequence in either direction. What implications does this have on the budget?

---

R. Aylesworth answered that the goal is to get property back onto the tax rolls as quickly as possible unless the property would serve some public purpose. There would still be public noticing of all property considered for sale.

S. Eaton asked if this article would include purchasing property.

R. Aylesworth yes, but to purchase, the funds need to be in the budget to purchase; the goal is to have authority to sell property.

Attorney Raymond explained the statute was created to allow Towns to move property more quickly rather than having to wait for Town Meeting. There has to be 2 public hearings before property can be bought or sold and 50 voters can petition to put it on the Town meeting to stop the process. It does not override the appropriation process.

T. Jennings asked if approved would this be added to the list of Articles each year that are in the Town Report as “Approved Until Rescinded”.

R. Aylesworth answered that A. Bonnette will add it as requested.

Attorney Raymond said once this is approved it is automatically approved until rescinded by a subsequent Town Meeting.

Hearing no further discussion, Moderator Beaufait called for a vote on Article 17 by show of cards. Unanimous in Favor. Article 17 PASSED.

K. Plumley Stewart made a motion to take Article 16 off the table. M. Smith second. Unanimous vote for taking Article 16 off the table.

For Article 16, results were: 105 votes; 2/3 majority needed (70 votes); 99 YES 6 No. Article 16 PASSED.

- **Article 18:** *(By Petition)* “To see if the Town of Enfield will increase the Town of Enfield’s Veterans Disability Property Tax credit to the sum of \$2,000 (Two thousand dollars).”

K. Plumley Stewart made a motion to accept Article 18 for discussion. M. Smith second.

R. Aylesworth spoke to this Article. At present, the Town knows of 17 residents that qualify for the credit, and the effect on the budget would be an increase of

---

approximately \$10,200 that would have to be absorbed by other tax payers or an increase of about 2 cents/\$1,000 estimated in the tax rate.

S. Patten asked if this was only for Disabled Veterans.

Julie Huntley answered that this was only for 100% totally and permanently disabled with certification from the Veteran's Administration.

P. Shipman moved to amend Article 18 raising the amount of the deduction to \$4,000. E. McLaughlin second.

J. Patten not in favor of this amendment.

M. Diehn stated that he is going to trust the VA experts in determining disability and is in favor of this amendment.

S. Eaton would like clarification if it's only for permanent and totally disabled Veterans. And is it only on the Municipal tax portion?

Attorney Raymond stated the statute reads; permanent and total service connected disability or double amputee or paraplegic because of a service connected injury or the surviving spouse.

R. Aylesworth spoke to this amendment having an effect on the tax rate of approximately 8 or 9 cents per \$1000. This would only affect the Municipal tax rate portion.

Hearing no further discussion, Moderator Beaufait moved to vote on the amendment of Article 18 by show of cards. 28 For 46 Opposed. Amendment failed.

Moderator Beaufait moved to vote on Article 18 as originally written. Majority in Favor. Article 18 PASSED.

**Article 19:** *(By Petition)* "The following list of streetlights in the town of Enfield are no longer serving any town purpose. After reviewing the list and physically inspecting these streetlights, the Town Manager and the Chief of Police have determined that these streetlights serve no purpose and should no longer be funded with taxpayer money. (See Selectmen's minutes September 17, 2018).

”We the voters of Enfield NH agree with the Town Manager and Chief of Police that our taxes should not be used to support streetlights that serve no purpose in our town.”

STREETLIGHTS DETERMINED TO BE NO LONGER SERVING ANY TOWN FUNCTION						
BY THE TOWN MANAGER AND THE CHIEF OF POLICE						
	LINE	POLE		STREET		ANNUAL COST
1	33	7	0	BALTIC	ST	\$ 91.68
2	33	15	0	BALTIC	ST	\$ 91.68
3	33	16	0	BALTIC	ST	\$ 91.68
4	25	2	0	BROWN	ST	\$ 91.68
5	3	3	0	BUD MIL	RD	\$ 91.68
6	3	5	0	BUD MIL	RD	\$ 88.56
7	762	3	0	FITZGERALD	DR	\$ 91.68
8	762	5	0	FITZGERALD	DR	\$ 91.68
9	502	3	0	LOCKHAVEN	RD	\$ 91.68
10	23	24	0	MAPLE	ST	\$ 91.68
11	24	11	0	MAY	ST	\$ 91.68
12	13	5	0	OAK GROVE	RD	\$ 91.68
13	335	86	0	ROUTE 4A	RD	\$ 91.68
14	335	135	0	ROUTE 4A	RD	\$ 91.68
15	335	138	0	ROUTE 4A	RD	\$ 91.68
16	335	142	0	ROUTE 4A	RD	\$ 91.68
17	63	5	0	SHAKER	BLVD	\$ 91.68
18	63	9	0	SHAKER	BLVD	\$ 91.68
19	63	13	0	SHAKER	BLVD	\$ 91.68
20	63	17	0	SHAKER	BLVD	\$ 91.68
21	35	1	0	SLOAN	RD	\$ 111.24
22	4	4	0	WARREN	RD	\$ 91.68
TOTAL ONE YEAR COST SAVINGS BY DECOMMISSIONING						\$ 2,033.40
TOTAL FIVE YEAR COST SAVINGS BY DECOMMISSIONING						\$ 10,167.00
TOTAL TEN YEAR COST SAVINGS BY DECOMMISSIONING						\$ 20,334.00

“This Warrant Article is advisory only.”

K. Plumley Stewart made a motion to accept Article 19 for discussion. M. Smith second.

---

Kurt Gotthardt gave a history of this project and in closing stated the he is asking for support of this Article, for several reasons, including to help the environment, reduce the amount of light pollution, and help preserve the nighttime sky so that people can continue to enjoy the stars at night.

J. Kluge commented that the savings is not significant to make changes to the current lights and is more concerned about safety.

Chief Holland spoke about reviewing all lights and at this point couldn't say in good conscious that he is in the same position on the lighting as he was when initially reviewed as some lights have had maintenance or have been fixed.

N. Miller stated that he works with highway safety issues and was wondering if there was any crash history, site distance issues or pedestrian activities at these street light locations?

Chief Holland responded that any lights at intersections, corners or with crash site histories were immediately removed from the original list.

General discussion was had regarding safety, cost and decommissioning lights or changing out to LED.

J. Patten called the question.

Hearing no further discussion, Moderator Beaufait called for a vote on Article 19 by show of cards. 40 For 29 Opposed. Article 19 PASSED.

Howard Schaffer asked when the lighting changes would take place.

R. Aylesworth answered within one year.

**Article 20:** To hear the reports of agents, auditors, committees, or any other officers heretofore chosen and pass any vote relating thereto

J. Kluge made a motion to accept Article 20 for discussion. K. Plumley Stewart second.

An announcement was made that the winner of the vote for 2019 Enfield Town Flower was the Common Milkweed.

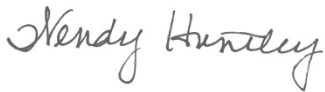
Moderator Beaufait thanked everyone for their assistance during his tenure as moderator.

---

No other reports of agents, auditors, committees, or any other officers were presented.

**The meeting adjourned at 2:40 p.m.**

Respectfully submitted,

A handwritten signature in cursive script that reads "Wendy Huntley". The ink is dark and the signature is fluid.

Wendy Huntley  
Deputy Town Clerk



---

## Town of Enfield

### ~ Tax Relief Options ~

---

For the following programs, applications are available at the Town Manager's Office.

**Abatements: Application deadline: March 1<sup>st</sup> after final tax bill of the year.**

Per RSA 76:16, property owners who believe there is an error in their property assessment, or their assessment is disproportionate, may apply to the Board of Selectmen for an abatement. Applications are also on line at:

<https://www.nh.gov/btla/forms/documents/abatement.pdf>

**Blind Exemption: Application deadline: April 15**

Per RSA 72:37, residents who are legally blind, as determined by the administrator of blind services of the vocational rehabilitation division of the Education Department, may qualify for a \$15,000 exemption.

**Blind Exemptions applied in 2019: \$30,000**

**Disabled Exemption: Application deadline: April 15**

Residents who are deemed disabled under the Federal Social Security Act may qualify for a \$50,000 exemption. To qualify a person must be a resident of NH for the past 5 years. The taxpayer must have a net income of not more than \$26,000 (single) or \$36,000 (married), and not more than \$70,000 in assets excluding the value of the person's residence.

**Disabled Exemptions applied in 2019: \$450,000**

**Elderly Exemption: Application deadline: April 15**

Residents over 65 years old who meet income and asset limits may apply to the Board of Selectmen for an exemption of the assessment of their property.

Elderly Exemption amounts are:

for a person 65 years of age up to 75 years, \$ 46,000;

for a person 75 years of age up to 80 years, \$ 69,000;

for a person 80 years of age or older, \$ 92,000.

---

To qualify, the person must have been a New Hampshire resident for at least 5 years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least 5 years. In addition, the taxpayer must have a net income of not more than twenty thousand dollars (\$26,000) or if married, a combined net income of less than twenty-eight thousand dollars (\$36,000); and own net assets not in excess of seventy thousand dollars (\$70,000) excluding the value of the person's residence.

**Elderly Exemptions applied in 2019: \$1,151,700**

**Veterans Tax Credit: Application deadline: April 15**

A resident who has served in the armed forces in any of the qualifying wars or armed conflicts, as listed in RSA 72:28, and was honorably discharged; or the spouse or surviving spouse of such resident may apply for a \$200 tax credit. The surviving spouse of any person who was killed or died while on active duty in the armed forces, as listed in RSA 72:28, so long as the surviving spouse does not remarry, may qualify for a \$1,400 tax credit. Any person who has been honorably discharged, and who has a total and permanent service connected disability or is a double amputee or paraplegic because of service connected injury may qualify for a \$1,400 tax credit. Any resident that has actively served not less than 90 days and was honorably discharged, or the spouse or surviving spouse of such veteran, may apply for \$200 "All Veteran's Tax Credit" per RSA 72:28-b providing they are not receiving or eligible for any other tax credit.

**Veterans' Tax Credits applied in 2019: \$73,000**

**Tax Deferral Lien:** Per RSA 72:38-a, disabled residents or residents over 65 may apply for a tax deferral lien. This program allows a resident to defer payment of their residential property taxes, plus annual interest of 5%, until the transfer of their property or up to 85% of the property equity value.

**Low & Moderate Income Homeowners' Property Tax Relief:** The Low & Moderate Income Homeowners Property Tax Relief program was designed to lessen the economic burden of the State Education Property Tax on certain at-risk taxpayers.

An eligible applicant for the Low and Moderate Income Homeowners Property Tax Relief is a person who is:

- 
- Single with adjusted gross income equal to or less than \$20,000; or
  - Married or head of NH household with adjusted gross income less than or equal to \$40,000; and
  - Owns a homestead subject to the State Education Property Tax; and
  - Has resided in that homestead on April 1 of the year for which the claim is made.

Applications for the Low and Moderate Income Homeowners Property Tax Relief are accepted only during the statutory filing period - after May 1, but no later than June 30. The law allows 120 days for processing from the date of receipt of your completed application.

The Town has no authority over this program. For assistance, contact the NH Department of Revenue at (603) 230-5920 - press prompt 2, then prompt 2 again.

For more details visit the State website at:  
<https://www.revenue.nh.gov/assistance/low-moderate.htm>

---

## Right to Know Law

---

This section contains excerpts from the Right to Know Law, RSA 91-A, as found on the State's website and is subject to change. For the full text visit <http://www.gencourt.state.nh.us/rsa/html/NHTOC/NHTOC-VI-91-A.htm>

**91-A:1 Preamble.** – Openness in the conduct of public business is essential to a democratic society. The purpose of this chapter is to ensure both the greatest possible public access to the actions, discussions and records of all public bodies, and their accountability to the people.

**91-A:2 Meetings Open to Public.** –

I. For the purpose of this chapter, a "meeting" means the convening of a quorum of the membership of a public body, as defined in RSA 91-A:1-a, VI, or the majority of the members of such public body if the rules of that body define "quorum" as more than a majority of its members, whether in person, by means of telephone or electronic communication, or in any other manner such that all participating members are able to communicate with each other contemporaneously, subject to the provisions set forth in RSA 91-A:2, III, for the purpose of discussing or acting upon a matter or matters over which the public body has supervision, control, jurisdiction, or advisory power. A chance, social, or other encounter not convened for the purpose of discussing or acting upon such matters shall not constitute a meeting if no decisions are made regarding such matters. "Meeting" shall also not include:

- (a) Strategy or negotiations with respect to collective bargaining;
- (b) Consultation with legal counsel;
- (c) A caucus consisting of elected members of a public body of the same political party who were elected on a partisan basis at a state general election or elected on a partisan basis by a town or city which has adopted a partisan ballot system pursuant to RSA 669:12 or RSA 44:2; or
- (d) Circulation of draft documents which, when finalized, are intended only to formalize decisions previously made in a meeting; provided, that nothing in this subparagraph shall be construed to alter or affect the application of any other section of RSA 91-A to such documents or related communications.

II. Subject to the provisions of RSA 91-A:3, all meetings, whether held in person, by means of telephone or electronic communication, or in any other manner, shall be open to the public. Except for town meetings, school district meetings, and elections, no vote while in open session may be taken by secret ballot. Any person shall be permitted to use recording devices, including, but not limited to, tape recorders, cameras, and videotape equipment, at such meetings. Minutes of all such meetings, including nonpublic sessions, shall include the names of

---

members, persons appearing before the public bodies, and a brief description of the subject matter discussed and final decisions. The names of the members who made or seconded each motion shall be recorded in the minutes. Subject to the provisions of RSA 91-A:3, minutes shall be promptly recorded and open to public inspection not more than 5 business days after the meeting, except as provided in RSA 91-A:6, and shall be treated as permanent records of any public body, or any subordinate body thereof, without exception. Except in an emergency or when there is a meeting of a legislative committee, a notice of the time and place of each such meeting, including a nonpublic session, shall be posted in 2 appropriate places one of which may be the public body's Internet website, if such exists, or shall be printed in a newspaper of general circulation in the city or town at least 24 hours, excluding Sundays and legal holidays, prior to such meetings. An emergency shall mean a situation where immediate undelayed action is deemed to be imperative by the chairman or presiding officer of the public body, who shall post a notice of the time and place of such meeting as soon as practicable, and shall employ whatever further means are reasonably available to inform the public that a meeting is to be held. The minutes of the meeting shall clearly spell out the need for the emergency meeting. When a meeting of a legislative committee is held, publication made pursuant to the rules of the house of representatives or the senate, whichever rules are appropriate, shall be sufficient notice. If the charter of any city or town or guidelines or rules of order of any public body require a broader public access to official meetings and records than herein described, such charter provisions or guidelines or rules of order shall take precedence over the requirements of this chapter. For the purposes of this paragraph, a business day means the hours of 8 a.m. to 5 p.m. on Monday through Friday, excluding national and state holidays.

II-a. If a member of the public body believes that any discussion in a meeting of the body, including in a nonpublic session, violates this chapter, the member may object to the discussion. If the public body continues the discussion despite the objection, the objecting member may request that his or her objection be recorded in the minutes and may then continue to participate in the discussion without being subject to the penalties of RSA 91-A:8, IV or V. Upon such a request, the public body shall record the member's objection in its minutes of the meeting. If the objection is to a discussion in nonpublic session, the objection shall also be recorded in the public minutes, but the notation in the public minutes shall include only the member's name, a statement that he or she objected to the discussion in nonpublic session, and a reference to the provision of RSA 91-A:3, II, that was the basis for the discussion.

II-b. (a) If a public body maintains an Internet website or contracts with a third party to maintain an Internet website on its behalf, it shall either post its approved minutes in a consistent and reasonably accessible location on the website or post and maintain a notice on the website stating where the minutes may be reviewed and copies requested.

---

(b) If a public body chooses to post meeting notices on the body's Internet website, it shall do so in a consistent and reasonably accessible location on the website. If it does not post notices on the website, it shall post and maintain a notice on the website stating where meeting notices are posted.

III. A public body may, but is not required to, allow one or more members of the body to participate in a meeting by electronic or other means of communication for the benefit of the public and the governing body, subject to the provisions of this paragraph.

(a) A member of the public body may participate in a meeting other than by attendance in person at the location of the meeting only when such attendance is not reasonably practical. Any reason that such attendance is not reasonably practical shall be stated in the minutes of the meeting.

(b) Except in an emergency, a quorum of the public body shall be physically present at the location specified in the meeting notice as the location of the meeting. For purposes of this subparagraph, an "emergency" means that immediate action is imperative and the physical presence of a quorum is not reasonably practical within the period of time requiring action. The determination that an emergency exists shall be made by the chairman or presiding officer of the public body, and the facts upon which that determination is based shall be included in the minutes of the meeting.

(c) Each part of a meeting required to be open to the public shall be audible or otherwise discernable to the public at the location specified in the meeting notice as the location of the meeting. Each member participating electronically or otherwise must be able to simultaneously hear each other and speak to each other during the meeting, and shall be audible or otherwise discernable to the public in attendance at the meeting's location. Any member participating in such fashion shall identify the persons present in the location from which the member is participating. No meeting shall be conducted by electronic mail or any other form of communication that does not permit the public to hear, read, or otherwise discern meeting discussion contemporaneously at the meeting location specified in the meeting notice.

(d) Any meeting held pursuant to the terms of this paragraph shall comply with all of the requirements of this chapter relating to public meetings, and shall not circumvent the spirit and purpose of this chapter as expressed in RSA 91-A:1.

(e) A member participating in a meeting by the means described in this paragraph is deemed to be present at the meeting for purposes of voting. All votes taken during such a meeting shall be by roll call vote.

#### **91-A:2-a Communications Outside Meetings. –**

I. Unless exempted from the definition of "meeting" under RSA 91-A:2, I, public bodies shall deliberate on matters over which they have supervision, control, jurisdiction, or advisory power only in meetings held pursuant to and in compliance with the provisions of RSA 91-A:2, II or III.

---

II. Communications outside a meeting, including, but not limited to, sequential communications among members of a public body, shall not be used to circumvent the spirit and purpose of this chapter as expressed in RSA 91-A:1.

**91-A:3 Nonpublic Sessions. –**

I. (a) Public bodies shall not meet in nonpublic session, except for one of the purposes set out in paragraph II. No session at which evidence, information, or testimony in any form is received shall be closed to the public, except as provided in paragraph II. No public body may enter nonpublic session, except pursuant to a motion properly made and seconded.

(b) Any motion to enter nonpublic session shall state on its face the specific exemption under paragraph II which is relied upon as foundation for the nonpublic session. The vote on any such motion shall be by roll call, and shall require the affirmative vote of the majority of members present.

(c) All discussions held and decisions made during nonpublic session shall be confined to the matters set out in the motion.

II. Only the following matters shall be considered or acted upon in nonpublic session:

(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

(b) The hiring of any person as a public employee.

(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

(d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.

(e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with any body or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph.

(f) Consideration of applications by the adult parole board under RSA 651-A.

(g) Consideration of security-related issues bearing on the immediate safety of security personnel or inmates at the county or state correctional facilities by county correctional superintendents or the commissioner of the department of corrections, or their designees.

---

(h) Consideration of applications by the business finance authority under RSA 162-A:7-10 and 162-A:13, where consideration of an application in public session would cause harm to the applicant or would inhibit full discussion of the application.

(i) Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.

(j) Consideration of confidential, commercial, or financial information that is exempt from public disclosure under RSA 91-A:5, IV in an adjudicative proceeding pursuant to RSA 541 or RSA 541-A.

(k) Consideration by a school board of entering into a student or pupil tuition contract authorized by RSA 194 or RSA 195-A, which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general public or the school district that is considering a contract, including any meeting between the school boards, or committees thereof, involved in the negotiations. A contract negotiated by a school board shall be made public prior to its consideration for approval by a school district, together with minutes of all meetings held in nonpublic session, any proposals or records related to the contract, and any proposal or records involving a school district that did not become a party to the contract, shall be made public. Approval of a contract by a school district shall occur only at a meeting open to the public at which, or after which, the public has had an opportunity to participate.

(l) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

III. Minutes of meetings in nonpublic session shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes of such sessions shall record all actions in such a manner that the vote of each member is ascertained and recorded. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present taken in public session, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of the public body itself, or render the proposed action ineffective, or pertain to terrorism, more specifically, to matters relating to the preparation for and the carrying out of all emergency functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life. This shall include training to carry out such functions. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.



---

**91-A:4 Minutes and Records Available for Public Inspection. –**

I. Every citizen during the regular or business hours of all public bodies or agencies, and on the regular business premises of such public bodies or agencies, has the right to inspect all governmental records in the possession, custody, or control of such public bodies or agencies, including minutes of meetings of the public bodies, and to copy and make memoranda or abstracts of the records or minutes so inspected, except as otherwise prohibited by statute or RSA 91-A:5. In this section, "to copy" means the reproduction of original records by whatever method, including but not limited to photography, photostatic copy, printing, or electronic or tape recording.

I-a. Records of any payment made to an employee of any public body or agency listed in RSA 91-A:1-a, VI(a)-(d), or to the employee's agent or designee, upon the resignation, discharge, or retirement of the employee, paid in addition to regular salary and accrued vacation, sick, or other leave, shall immediately be made available without alteration for public inspection. All records of payments shall be available for public inspection notwithstanding that the matter may have been considered or acted upon in nonpublic session pursuant to RSA 91-A:3.

II. After the completion of a meeting of a public body, every citizen, during the regular or business hours of such public body, and on the regular business premises of such public body, has the right to inspect all notes, materials, tapes, or other sources used for compiling the minutes of such meetings, and to make memoranda or abstracts or to copy such notes, materials, tapes, or sources inspected, except as otherwise prohibited by statute or RSA 91-A:5.

III. Each public body or agency shall keep and maintain all governmental records in its custody at its regular office or place of business in an accessible place and, if there is no such office or place of business, the governmental records pertaining to such public body or agency shall be kept in an office of the political subdivision in which such public body or agency is located or, in the case of a state agency, in an office designated by the secretary of state.

III-a. Governmental records created or maintained in electronic form shall be kept and maintained for the same retention or archival periods as their paper counterparts. Governmental records in electronic form kept and maintained beyond the applicable retention or archival period shall remain accessible and available in accordance with RSA 91-A:4, III. Methods that may be used to keep and maintain governmental records in electronic form may include, but are not limited to, copying to microfilm or paper or to durable electronic media using standard or common file formats.

III-b. A governmental record in electronic form shall no longer be subject to disclosure pursuant to this section after it has been initially and legally deleted. For purposes of this paragraph, a record in electronic form shall be considered to have been deleted only if it is no longer readily accessible to the public body or agency itself. The mere transfer of an electronic record to a readily accessible

---

"deleted items" folder or similar location on a computer shall not constitute deletion of the record.

IV. (a) Each public body or agency shall, upon request for any governmental record reasonably described, make available for inspection and copying any such governmental record within its files when such records are immediately available for such release.

(b) If a public body or agency is unable to make a governmental record available for immediate inspection and copying the public body or agency shall, within 5 business days of a request:

(1) Make such record available;

(2) Deny the request; or

(3) Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay.

(c) A public body or agency denying, in whole or part, inspection or copying of any record shall provide a written statement of the specific exemption authorizing the withholding of the record and a brief explanation of how the exemption applies to the record withheld.

(d) If a computer, photocopying machine, or other device maintained for use by a public body or agency is used by the public body or agency to copy the governmental record requested, the person requesting the copy may be charged the actual cost of providing the copy, which cost may be collected by the public body or agency. No cost or fee shall be charged for the inspection or delivery, without copying, of governmental records, whether in paper, electronic, or other form. Nothing in this section shall exempt any person from paying fees otherwise established by law for obtaining copies of governmental records or documents, but if such fee is established for the copy, no additional costs or fees shall be charged.

V. In the same manner as set forth in RSA 91-A:4, IV, any public body or agency which maintains governmental records in electronic format may, in lieu of providing original records, copy governmental records requested to electronic media using standard or common file formats in a manner that does not reveal information which is confidential under this chapter or any other law. If copying to electronic media is not reasonably practicable, or if the person or entity requesting access requests a different method, the public body or agency may provide a printout of governmental records requested, or may use any other means reasonably calculated to comply with the request in light of the purpose of this chapter as expressed in RSA 91-A:1. Access to work papers, personnel data, and other confidential information under RSA 91-A:5, IV shall not be provided.

VI. Every agreement to settle a lawsuit against a governmental unit, threatened lawsuit, or other claim, entered into by any political subdivision or its insurer, shall be kept on file at the municipal clerk's office and made available for public inspection for a period of no less than 10 years from the date of settlement.

VII. Nothing in this chapter shall be construed to require a public body or agency

---

to compile, cross-reference, or assemble information into a form in which it is not already kept or reported by that body or agency.

**91-A:5 Exemptions. –**

The following governmental records are exempted from the provisions of this chapter:

I. Records of grand and petit juries.

I-a. The master jury list as defined in RSA 500-A:1, IV.

II. Records of parole and pardon boards.

III. Personal school records of pupils, including the name of the parent or legal guardian and any specific reasons disclosed to school officials for the objection to the assessment under RSA 193-C:6.

IV. Records pertaining to internal personnel practices; confidential, commercial, or financial information; test questions, scoring keys, and other examination data used to administer a licensing examination, examination for employment, or academic examinations; and personnel, medical, welfare, library user, videotape sale or rental, and other files whose disclosure would constitute invasion of privacy. Without otherwise compromising the confidentiality of the files, nothing in this paragraph shall prohibit a public body or agency from releasing information relative to health or safety from investigative files on a limited basis to persons whose health or safety may be affected.

V. Teacher certification records in the department of education, provided that the department shall make available teacher certification status information.

VI. Records pertaining to matters relating to the preparation for and the carrying out of all emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.

VII. Unique pupil identification information collected in accordance with RSA 193-E:5.

VIII. Any notes or other materials made for personal use that do not have an official purpose, including but not limited to, notes and materials made prior to, during, or after a governmental proceeding.

IX. Preliminary drafts, notes, and memoranda and other documents not in their final form and not disclosed, circulated, or available to a quorum or a majority of the members of a public body.

X. Video and audio recordings made by a law enforcement officer using a body-worn camera pursuant to RSA 105-D except where such recordings depict any of the following:

(a) Any restraint or use of force by a law enforcement officer; provided, however, that this exemption shall not include those portions of recordings which constitute an invasion of privacy of any person or which are otherwise exempt from disclosure.

---

(b) The discharge of a firearm, provided that this exemption shall not include those portions of recordings which constitute an invasion of privacy of any person or which are otherwise exempt from disclosure.

(c) An encounter that results in an arrest for a felony-level offense, provided, however, that this exemption shall not apply to recordings or portions thereof that constitute an invasion of privacy or which are otherwise exempt from disclosure.

XI. Records pertaining to information technology systems, including cyber security plans, vulnerability testing and assessments materials, detailed network diagrams, or other materials, the release of which would make public security details that would aid an attempted security breach or circumvention of law as to the items assessed.

**91-A:7 Violation.** – Any person aggrieved by a violation of this chapter may petition the superior court for injunctive relief. In order to satisfy the purposes of this chapter, the courts shall give proceedings under this chapter high priority on the court calendar. Such a petitioner may appear with or without counsel. The petition shall be deemed sufficient if it states facts constituting a violation of this chapter, and may be filed by the petitioner or his or her counsel with the clerk of court or any justice thereof. Thereupon the clerk of court or any justice shall order service by copy of the petition on the person or persons charged. Subject to objection by either party, all documents filed with the petition and any response thereto shall be considered as evidence by the court. All documents submitted shall be provided to the opposing party prior to a hearing on the merits. When any justice shall find that time probably is of the essence, he or she may order notice by any reasonable means, and he or she shall have authority to issue an order ex parte when he or she shall reasonably deem such an order necessary to insure compliance with the provisions of this chapter.

**91-A:8 Remedies.** –

I. If any public body or public agency or officer, employee, or other official thereof, violates any provisions of this chapter, such public body or public agency shall be liable for reasonable attorney's fees and costs incurred in a lawsuit under this chapter, provided that the court finds that such lawsuit was necessary in order to enforce compliance with the provisions of this chapter or to address a purposeful violation of this chapter. Fees shall not be awarded unless the court finds that the public body, public agency, or person knew or should have known that the conduct engaged in was in violation of this chapter or if the parties, by agreement, provide that no such fees shall be paid.

II. The court may award attorney's fees to a public body or public agency or employee or member thereof, for having to defend against a lawsuit under the provisions of this chapter, when the court finds that the lawsuit is in bad faith, frivolous, unjust, vexatious, wanton, or oppressive.

III. The court may invalidate an action of a public body or public agency taken at

---

a meeting held in violation of the provisions of this chapter, if the circumstances justify such invalidation.

IV. If the court finds that an officer, employee, or other official of a public body or public agency has violated any provision of this chapter in bad faith, the court shall impose against such person a civil penalty of not less than \$250 and not more than \$2,000. Upon such finding, such person or persons may also be required to reimburse the public body or public agency for any attorney's fees or costs it paid pursuant to paragraph I. If the person is an officer, employee, or official of the state or of an agency or body of the state, the penalty shall be deposited in the general fund. If the person is an officer, employee, or official of a political subdivision of the state or of an agency or body of a political subdivision of the state, the penalty shall be payable to the political subdivision.

V. The court may also enjoin future violations of this chapter, and may require any officer, employee, or other official of a public body or public agency found to have violated the provisions of this chapter to undergo appropriate remedial training, at such person or person's expense.

---

## Town of Enfield Fee Schedule ~ 2020

---

**\*Fees are current as of the printing of this report, but are subject to change.\***

▪ Zoning Fees:

---

Hearing fee	\$ 75.00
Mailing fee	8.00
Advertising	55.00
Sign permits	10.00
Copies of Zoning Ordinance	15.00

▪ Planning Fees:

---

Boundary line adjustment	\$ 150.00
Revocation of Plat	n/a
Notice of Voluntary Merger	100.00

Subdivision:

Minor or Re-subdivision:

Phase I Conceptual Review	No Fee
Phase II Design Review	250.00
Phase III Final Review	250.00
	plus \$100 per lot

Major:

Phase I Conceptual Consultation	No Fee
Phase II Design Review	500.00
Phase III Final Review	500.00
	plus \$100 per lot
	plus design escrow \$1,000

Site Plan Review:

Minor

Phase I Consulting and Conceptual	No Fee
Phase II Design Review	250.00

---

Site Plan Review:

Minor

Phase I Consulting and Conceptual	No Fee
Phase II Design Review	500.00
Phase III Final Application Review	500.00
plus design escrow \$1,500	

Home occupations:

No changes to site/structure	250.00
------------------------------	--------

Mailing cost

Advertising cost

Tax mapping cost

Filing Mylar with County Registry cost

Cost for registry (subject to change)

8½ x 11 – 11x 17 11.00

17 x 22 16.00

includes \$2.00 Document Recording Surcharge

Plus LCHIP Fee by separate check 25.00

Driveway Permit 25.00

Address Request 25.00

Printed copies:

Master Plan 30.00

Subdivisions Regulations 10.00

Site Plan Review Regulations 10.00

Signature on Perimeter Survey Map 10.00

Zoning/Floodplain Ordinance 15.00

■ Building Fees:

---

Permit Type:	Processing Fee	+	Inspection Fee (per Square Foot)
*Single Family Homes (stick built, double wide, modular)	\$50.00	+	\$0.15
*Mobile Homes (single wide)	\$50.00	+	\$0.10
*Garages & Barns	\$50.00	+	\$0.10
Additions & Renovations	\$50.00	+	\$0.15
Storage Buildings (no entry	\$25.00	+	\$0.10

---

---

<b>Permit Type:</b>	<b>Processing Fee</b>	<b>+</b>	<b>Inspection Fee (per Square Foot)</b>
of vehicle), Decks & *Pools			
*Multi-Family & Condominiums	\$150.00	+	\$0.25
*Commercial	\$150.00	+	\$0.25
Demolition	\$20.00	+	No Fee
Plumbing & Electrical (Included in above project packages*, fee applies only if applying as separate project.)	\$35.00	+	No Fee
Mechanical (Included in above project packages*, fee applies only if applying as separate project.)	\$35.00	+	No Fee
REMINDER: OIL BURNER PERMIT OR LP GAS PERMIT <u>MUST</u> BE COMPLETED.			
Re-inspection Fee (If inspection is called for and project is not ready, or if project fails 2 times, fee will be charged.)	\$50.00		
Renewal	\$50% of Original Permit Processing Fee		

---

The processing fee is payable upon submission of application. This fee is non-refundable.

The inspection fee is payable upon approval of applications and issuance of permit.

Work must proceed within the 12-month period following the date the permit was originally issued.

Inspection fees for projects not undertaken are refundable per IBC 2009 code. This request must be done in writing to the Building Inspector within the current year of the permit.



---

▪ Police Fees

---

Special Detail (subject to change)	\$86.00 / hr.
Accident Reports	
To residents	Free
To any company or non-resident	10.00
Pistol Sales Permit	25.00
Games of Chance Permit	25.00

▪ Library Fees

---

Late fees:	
Books	\$0.05 / day / item
Videos	\$1.00 / day / item
Copies	
Black & White	.20
Color	.50
Scanning	Free
Fax (per page)	\$1.00

▪ Cemetery Fees (Non All-Inclusive)

---

Single Full Size Grave Lot	400.00
Weekday Burial (full body)	350.00
Saturday Burial (full body)	450.00
Weekday Burial (cremation)	100.00
Saturday Burial (cremation)	150.00

▪ Administrative Fees

---

Photocopies (per page):	
8-1/2 x 11	\$ .25
11 x 17	.50
Lebanon Landfill ticket (per 10-punch ticket)	15.00
Beach parking (one day)	1.00
Beach parking (15 consecutive days)	10.00
Beach parking season (June 15 – September 15)	25.00
Blotter Book (hard copy)	50.00

---

Building Rental Fees (per day):	
Community Functions w/kitchen use	50.00
Private Function – Residents Only – “1/2 Day”	50.00
Private Function – Residents Only – Full Day	100.00
Fax (per page)	1.00
Vehicle registration (for town to do state portion)	3.00
Vehicle title application	2.00
Marriage license	65.00
License	50.00
Certified copy	15.00
Dog license	
Intact	10.00
Puppies, up to 7 months	7.50
Spayed/Neutered	7.50
Senior Citizen (age 65 or over, 1 <sup>st</sup> dog only)	3.00
Group license (5 or more dogs)	25.00
Checklist	25.00
Vital records (birth, death, marriage, divorce):	
First copy	15.00
Subsequent copies	10.00

▪ Sewer & Water Fees

---

Water hookup application (non-refundable)	\$ 150.00
Sewer hookup application (non-refundable)	150.00
Water hookup connection fee	1,500.00
Water hookup connection fee, effective April 1	2,500.00
Sewer hookup connection fee	1,500.00
Sewer hookup connection fee, effective April 1	2,500.00
Meter costs & setting fees:	
Meter, meter horn & fittings	115.00
(Market cost adjusted annually)	
Meter setting	100.00

---

▪ Transfer Station & Recycling Center Fees

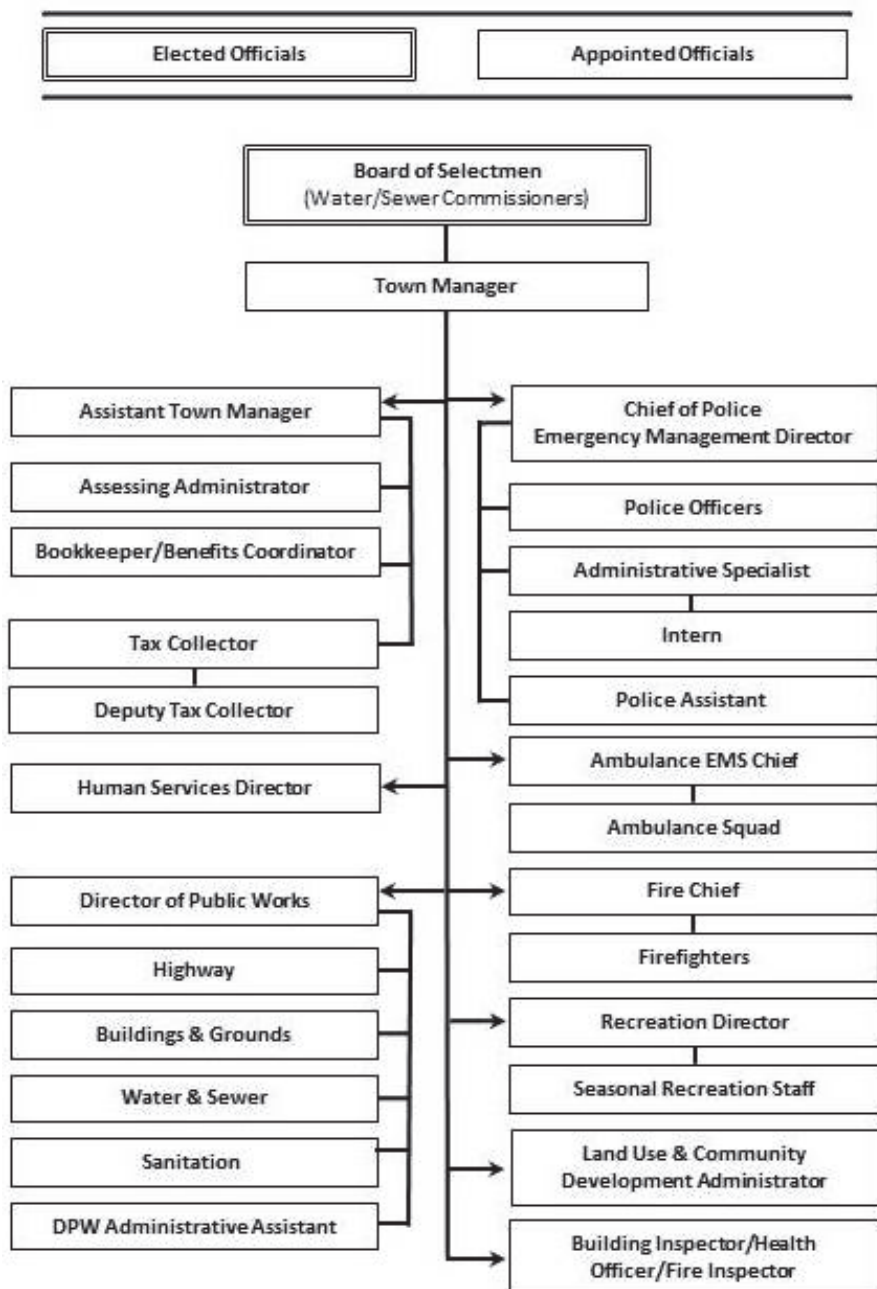
---

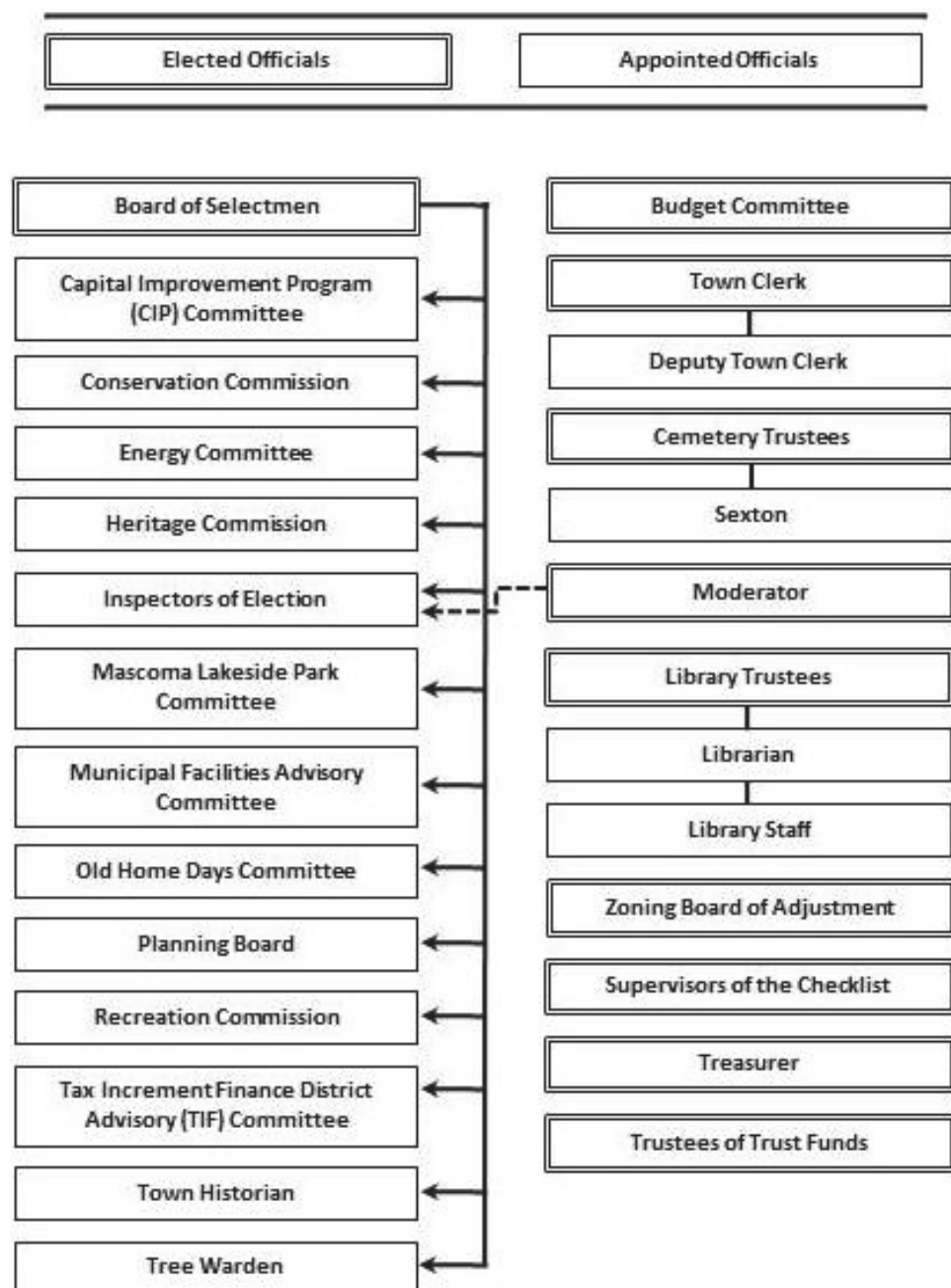
Enfield Punch Card (for disposal of items listed below)	\$ 25.00
CFC's	20.00
Fire Extinguisher	10.00
Microwave	10.00
Propane Tank 20#	10.00
Tires – 14" and under, off rim (includes car, lawn tractor, light trailer and wheel barrow tires)	2 for \$5.00
Tires – Car/light truck, 15"-19", off rim	5.00
Tires – Tractor/Equipment, off rim	30.00
Small TV	10.00
Medium TV	15.00
Large TV or Console	25.00
Computer Monitor, CPU, Printers	20.00
Computer Component	10.00
Stereo Equipment/VCR/DVD Players	5.00

**\*Fees are current as of the printing of this report, but are subject to change.\***

# Town of Enfield Organizational Chart

as of March 10, 2020





## 2020

April						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

August						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

December						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**In the event of a holiday all routes on or following the holiday will experience a one day delay.**



**CASELLA**  
(888) 483-2757  
casella.com

---

# Index

---

## Introduction:

About Enfield.....	4
Board & Committee Meeting Schedule .....	42
Board of Selectmen's Report .....	9
Budget Committee's Report .....	19
Candidates for Local Elected Office.....	48
Cover Illustration – Enfield Town Wildflower.....	2
Dedication of the 2019 Annual Report. ....	6
Enfield Directory .....	24
Privately Operated E-mail Lists Serving Enfield.....	23
Recognition of Volunteers .....	41
Remembering.....	7
State, County & Federal Government Contacts.....	44
Stay Informed! .....	21
Town Manager's Report .....	11
Town Officers .....	34
Town Office & Board Hours .....	28

## Warrant:

2020 Town Warrant .....	50
2020 Town Warrant Narrative .....	60
Town Meeting ~ Moderator's Rules.....	89
Warrant Articles Approved Until Rescinded.....	92

## Financial Reports:

2018 Financial Report (Independent Auditor's Report) .....	107
Appropriations & Expenditures, Comparative Statement.....	206
Bonds & Notes Outstanding – Pie Chart .....	185
Budget (MS-737) .....	96
Budget (MS-737) Supplemental Schedule.....	106
Capital Reserve Funds .....	250
Consolidated Statement of Financial Position (Un-Audited ) .....	163
Conservation Fund .....	232
Debt Service.....	182
Debt Service Payment Schedules.....	186
Electronic Funds Tax Payment System Account.....	232
Escrow Accounts .....	233
Expendable Trust Funds .....	255
Fixed Assets Schedule (Other Than Real Property) .....	257
Inventory of Valuation, Summary Statement (MS-1).....	168

---

Library Trustees - Treasurer's Report.....	241
Payments, Detailed Statement .....	202
Payments, Summary Statement .....	208
Property Valuation ~ 5 Year History .....	179
Real Property Schedule.....	174
Receipts, Detailed Statement .....	202
Receipts, Summary Statement .....	200
Revenues, Comparative Statement .....	196
Tax Collector's Report (MS-61).....	234
Tax Exempt Properties.....	177
Tax Increment Finance District – 2019 Revenue.....	180
Tax Increment Finance District 3-Year Revenue History .....	180
Tax Increment Finance District – 2019 Financial Report.....	181
Tax Rate Breakdown, 2019.....	165
Tax Rate, 2019 Pie Chart.....	166
Tax Rate ~ 5 Year History .....	167
Town Clerk's Report .....	240
Treasurer's Accounts .....	230
Trustees of Trust Funds: Report of Trust & Capital Reserve Funds.....	243

#### **Narrative Reports – Town Departments, Boards & Committees:**

Board of Selectmen.....	9
Budget Committee .....	19
Building Inspector/Health Officer .....	268
Capital Improvement Program Committee .....	269
Cemetery Trustees .....	272
Conservation Commission.....	273
Energy Committee .....	275
F.A.S.T. Squad.....	278
Fire Department .....	280
Heritage Commission .....	284
Human Services Department .....	286
Land Use & Community Development Department.....	288
Library .....	290
Library Trustees.....	292
Mascoma Lakeside Park Committee .....	294
Municipal Facilities Advisory Committee.....	296
Old Home Days Committee.....	307
Parks & Recreation Department .....	309
Planning Board .....	310
Police Department.....	312
Public Works Department.....	315
Solid Waste & Recycling Reports .....	318
Electronics Tonnage Report.....	320

---



---

NRRA Recycling Report .....	321
Recycling Collections .....	320
Tax Increment Finance District Advisory Committee .....	322
Town Manager .....	11
Zoning Board of Adjustment .....	323

### **Narrative Reports – Local & Regional Organizations:**

Advance Transit, Inc. ....	326
Crystal Lake Improvement Association .....	327
Enfield Shaker Museum .....	328
Enfield Village Association .....	330
Executive Councilor Michael Cryans, District One .....	332
Forest Fire Warden & State Forest Ranger’s Report .....	334
Friends of Mascoma .....	336
Grafton County Senior Citizens Council .....	338
Headrest .....	340
Mascoma Community Healthcare, Inc. ....	342
Mascoma Valley Parks & Recreation .....	344
Public Health Council of the Upper Valley .....	348
Shaker Field Dog Park .....	349
Special Needs Support Center .....	350
Tri County Community Action Program .....	351
United States Department of Veterans Affairs .....	352
UNH Cooperative Extension .....	354
Upper Valley Lake Sunapee Regional Planning Commission .....	355
Visiting Nurse & Hospice of VT & NH .....	357
West Central Behavioral Health .....	358
WISE .....	360

### **Vital Statistics:**

Births .....	363
Deaths .....	366
Marriages .....	362

### **Miscellaneous Reports:**

2019 Town Meeting Minutes .....	370
2020 Curbside Rubbish & Zero-Sort Recycling Collection Schedule .....	414
2020 Fee Schedule .....	406
2020 Town Meeting Dates .....	Inside Front Cover
Observed Holidays .....	Inside Back Cover
Organizational Chart .....	412
Right to Know Law .....	396
Tax Relief Options .....	393



---

## Town of Enfield Observed Holidays

### March 2020 – February 2021

---

The Town Offices and Enfield Public Library  
will be closed on the following observed holidays.

Memorial Day	May 25
Independence Day	July 3
Labor Day	September 7
Veterans' Day	November 11
Thanksgiving Day	November 26
Day after Thanksgiving	November 27
Day before Christmas	December 24
Christmas Day	December 25
New Year's Day	January 1
Martin Luther King, Jr. Day	January 18
Presidents' Day	February 15



---

For more important dates, including meeting dates for municipal boards and committees, and the curbside rubbish & recycling collection schedule, see our **2020 Enfield Municipal Calendar** available for download at [https://www.enfield.nh.us/sites/enfieldnh/files/uploads/2020\\_calendar\\_03748\\_rev.pdf](https://www.enfield.nh.us/sites/enfieldnh/files/uploads/2020_calendar_03748_rev.pdf)

How can we maintain and enhance quality of life in Enfield as we move forward?  
**Join us as we shape the future growth of our community!**



**LIVE**

**L**

Enfield is a beautiful place to live.

**EARN**

**E**

Enfield is a friendly place to work.

**APPLAUD**

**A**

Enfield is rich in the arts and history.

**PLAY**

**P**

Enfield has four-season recreation.

**SUSTAIN**

**S**

Enfield strives for sustainability.

The Enfield Master Plan will set out a vision for the town as it moves forward. The Planning Board will be organizing several community events and public engagement opportunities during the next 12 months. We hope you will participate in the process of planning for Enfield's future.

Visit [www.Enfield-LEAPS.org](http://www.Enfield-LEAPS.org)