

Plaistow, New Hampshire

2016 Annual Report

OUR PRECIOUS RESOURCES
OUR CITIZENS.....



TOWN PHONE NUMBERS

TOWN HALL – 145 Main Street 382-5200

Assessor's Office	X 230
Dept. of Building Safety	382-1191
Finance Department	X 283
Health Department	382-2494
Highway Department	382-6771
Human Services Coordinator	X 230
Planning Department	X 202
Recreation Director	X 204
Selectmen's Office	X 266
Tax Collector	382-8611
Town Clerk	382-8129
Town Manager	382-5200
Zoning Board of Adjustment	382-1191

DISTRICT COURT – 17 Elm Street

Clerk of Court 1-855-212-1234

FIRE DEPARTMENT – 27 Elm Street

Emergency	911
All other calls	382-5012

POLICE DEPARTMENT – 27 Elm Street

Emergency	911
All other calls	382-1200

POST OFFICE – 38 Main St. 382-8529

PUBLIC LIBRARY – 85 Main S t. 382-6011

SCHOOLS

School Administration (SAU 55,) 382-6011
30 Greenough Road

Pollard School 120 Main St. 382-7146

Timberlane Regional Middle School
44 Greenough Road 382-7131

Timberlane Regional High School
36 Greenough Road 382-6541

SENIOR CENTER

Vic Geary Center 18 Greenough Rd 382-5995

2017 RECYCLE CALENDAR

January	February	March
Su Mo Tu We Th Fr Sa 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	Su Mo Tu We Th Fr Sa 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	Su Mo Tu We Th Fr Sa 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
April	May	June
Su Mo Tu We Th Fr Sa 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	Su Mo Tu We Th Fr Sa 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	Su Mo Tu We Th Fr Sa 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
July	August	September
Su Mo Tu We Th Fr Sa 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	Su Mo Tu We Th Fr Sa 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	Su Mo Tu We Th Fr Sa 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
October	November	December
Su Mo Tu We Th Fr Sa 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	Su Mo Tu We Th Fr Sa 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	Su Mo Tu We Th Fr Sa 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

Red dates represent Holidays.

These Holidays will delay trash pickup one day.

Highlighted weeks represent Recycle weeks.

JANUARY Recycling Weeks: 1, 15, & 29

FEBRUARY Recycling Weeks: 12 & 26

MARCH Recycling Weeks: 12 & 26

APRIL Recycling Weeks: 9 & 23

MAY Recycling Weeks: 7 & 21

JUNE Recycling Weeks: 4 & 18

JULY Recycling Weeks: 2, 16 & 30

AUGUST Recycling Weeks: 13 & 27

SEPTEMBER Recycling Weeks: 10 & 24

OCTOBER Recycling Weeks: 8 & 22

NOVEMBER Recycling Weeks: 5 & 19

DECEMBER Recycling Weeks: 3, 17 & 31

Recycling/Trash Questions? Please contact:

JRM @1-800-323-4285 or

Town Hall @ 603-382-5200 X266

2017 TOWN HALL HOLIDAYS

New Year's Day	Monday January 2 nd
President's Day	Monday February 20 th
Memorial Day	Monday May 29 th
Independence Day	Tuesday July 4 th
Labor Day	Monday September 4 th
Columbus Day	Monday October 9 th
Veterans Day	Friday November 10 th
Thanksgiving	Thursday November 23 rd and Friday November 24 th
Christmas	Monday December 25 th and Tuesday December 26 th



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**ANNUAL REPORTS
OF THE
OFFICERS, TRUSTEES, AGENTS,
COMMITTEES AND ORGANIZATIONS
OF THE
TOWN OF PLAISTOW
NEW HAMPSHIRE**



**FOR THE YEAR
2016**



Town of Plaistow, New Hampshire

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“OUR PRECIOUS RESOURCES, OUR CITIZENS & OUR WATER”

Plaistow is a Town that has been defined by the extraordinary quality of our citizens. We are proud of our past and excited by our future. With a history steeped in the finest traditions of small town New England, Plaistow has been home to generations of hard working, friendly, patriotic citizens consistently willing to lend a hand to help their neighbors.

Whether you are a native Plaistownian or have chosen to make Plaistow your new home. We also hope you will join us in protecting our watersheds. As one of only two NH Communities that lack a pond or water body for potable water, we need all residents to understand that protecting the Town's water resources is vital to our community. Over the last few year's Plaistow has seen the impact of drought and we are working closely with New Hampshire Department of Environmental Resources on a comprehensive potable water study to ensure future generations will benefit from dedicated citizens who have begun to “dig the well before we all become thirsty” as the old adage goes! Know that we are on the move and we will always celebrate how precious you and our water resources are to Plaistow's success.



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2016 TOWN REPORT DEDICATION

MARTHA SUMNER

Martha Sumner is an extraordinary example of the best that Plaistow has to offer as a citizen and public servant. She is kind, dedicated, and committed to making her hometown be a wonderful place to live and raise a family. She is simply one of Plaistow's most dynamic and powerfully engaged citizens, consistently pouring her heart and soul into making the Town of Plaistow the best home Town in New Hampshire. It is both appropriate and fitting that the Town of Plaistow recognizes Martha's life-long contributions to the citizens of Plaistow.



Martha's selfless devotion to Plaistow has been proven time and time again throughout the years. While many in Town may know Martha as a member of the Town's Budget Committee, her service to Plaistow is legendary. Serving as a longtime member of the Budget Committee, Board of Selectmen, Recreation Committee, and Women in Leadership Committee, she has provided numerous opportunities to exhibit her selfless service to all Plaistow residents, demonstrating fairness in her decisions and a certain amount of levity that has brought laughter in some tense situations.

Martha's first steps into our wonderful Community was making a difference in Recreation, whether she was on the field with Junior Football or Softball, Martha knew that volunteering to make a difference was key in creating a village within Plaistow. A place she had grown to love and raise her wonderful family with her husband Skip and their two extraordinary girls, Heather and Erin.

Much to everyone's good fortune and delight, Martha has spent decades helping the Town through the intricacies of Town's budgets and warrant articles at annual Deliberative Session. Martha was also instrumental in supporting the Plaistow Area



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Recreational Complex and as Chairman of the Budget Committee in 2015, her leadership undeniably helped win public support for Plaistow's new Police Station!

- *Annual Town Report Committee*
- *Plaistow Board of Selectmen*
- *Plaistow Budget Committee*
- *Plaistow Women in Leadership*
- *Plaistow Old Home Day Committee*
- *Plaistow's Public Safety Complex Building Committee*
- *Plaistow's Capital Improvement Committee*
- *Plaistow's Recreation Committee*

In her free time, Martha enjoys spending time with her girls and grandchildren. She loves the water and has been on numerous cruises with her husband, Skipper. Overall, Martha is a woman who leads by example, she is glue within the Sumner family, a leader in the community and always willing to volunteer to get the job done!

Martha was one of three recipients of the 2016 Women in Leadership Award. As you can tell by her notable accomplishments, Martha has been one of the Town's most valuable and illustrious volunteers during the years she has lived in Plaistow. She is a wonderful example for younger generations showing what dedication, public service, and civic pride are all about. The Town has been fortunate that she has been so willing to assist whenever asked. For all these reasons, we are proud to dedicate the 2016 Town Report in her honor.





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PREVIOUS ANNUAL TOWN REPORT DEDICATIONS

1980 <i>John & Maude Duston</i>	1992 <i>David C. Hart</i>	2004 <i>Merilyn P. Senter</i>
1981 <i>John A. Palmer</i>	1993 <i>Lyman W. Hill</i>	2005 <i>Plaistow Lions Club</i>
1982 <i>LeRoy S. Dube</i>	1994 <i>John McSheehy</i>	2006 <i>Bernadine Fitzgerald</i>
1983 <i>Irving S. Gilman</i>	1995 <i>Don & Judy Sargent</i>	2007 <i>T. Richard Latham</i>
1984 <i>George B. Peabody</i>	1996 <i>Jerry Assad</i>	2008 <i>Barry A. Sargent</i>
1985 <i>Mildred L. Palmer</i>	1997 <i>Robert Chooljian</i>	2009 <i>Timothy E. Moore</i>
1986 <i>Helen A. Hart</i>	1998 <i>Agnes Dube</i>	2010 <i>Laurie Houlihan</i>
1987 <i>Annie Mae Schwaner</i>	1999 <i>Volunteerism</i>	2011 <i>Brenda Major</i>
1988 <i>Ruth E. Jenne</i>	2000 <i>Ruth E. Palmer</i>	2012 <i>Charles "Buzzy" Blinn</i>
1989 <i>Thomas H. Cullen</i>	2001 <i>Donald E. Petzold</i>	2013 <i>Lawrence "Larry" Gil</i>
1990 <i>Stanley T. Herrick</i>	2002 <i>George & Eleanor Peabody</i>	2014 <i>Rosemarie Bayek</i>
1991 <i>Norman L. Major</i>	2003 <i>J. Alden Palmer, Jr.</i>	2015 <i>Catherine R. "Cathy" Willis</i>



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Representative Shem V. Kellogg

1982-2016

Exemplary Citizen of the Town of Plaistow

In 2016 the Town of Plaistow said goodbye far too soon to one of the finest examples of stalwart citizenship and service to our community. Plaistow State Representative Shem Vernon Kellogg, 34, passed away peacefully in his home surrounded by loved ones in June after a brief, hard-fought battle with cancer.

Shem was born in Northampton, Massachusetts on February 28, 1982. A 2000 graduate of Amherst Regional High School, Shem went on to earn his B.S. from Commonwealth College and then graduate from the University of Massachusetts School of Engineering in 2004. He worked for as a registered professional engineer where he was a respected mentor to junior staff and a well-liked, valuable colleague. Shem moved to NH in 2012 and immediately became active in community life and worked tirelessly to advance the cause of limited, accountable government. He was a member of the National Society of the Sons of the American Revolution, the Lions Club and the local Fish & Game Club. He served



as a member of the Plaistow Planning Board and as Chair of the Plaistow Area Republican Town Committee. He was elected to the NH State House of Representatives for Rockingham District in 2014, where he was a champion of freedom. Shem will be remembered for his humility, generosity, kindness, sense of humor and smile. Shem was deeply loved and will be greatly missed.

Shem loved the Town of Plaistow and was simply a wonderful example of what we have to offer as a citizen. He was a leader and his priority was supporting his hometown. The impact he has had on Plaistow was huge and we will always be grateful for the time and sacrifices he made to help a Town that he loved and was loved by.

On behalf of the citizens of Plaistow, we extend our deepest sympathies and condolences to Shem's family. We are all better for having known, worked, and served with him. He generously volunteered his time, energy, and efforts for the betterment of Plaistow, and to make our community a better place to live—he is deeply missed by all who came to know him.



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2016-17 ELECTED AND APPOINTED OFFICIALS

ELECTED

OFFICE AND NAME OF OFFICIAL

TERM

SELECTMEN (5) (3-YEAR TERM)

Steven Ranlett, Chairman	2017
John A. Sherman, Vice Chairman	2019
Tammy Bergeron	2018
Julian Kiszka	2018
Peter Bracci	2019

BUDGET COMMITTEE (9) (3-YEAR TERM)

Dennis Heffernan, Chairman	2019
Francine Hart, Vice Chairman	2019
Lisa Lambert	2017
Martha Sumner	2017
Patricia Holt	2019
Scott Sullivan (resigned)	2017
Sam J. Cafiso Jr.	2018
Laurie A. Milette	2018
Dean Nifakos	2018
Robert Hamilton	2017
John A. Sherman, Selectmen's Representative	N/A
Peter Bracci, Selectmen's Representative, Alternate	N/A

PLANNING BOARD (4) (3-YEAR TERM) AND 1 SELECTMAN

Timothy E. Moore, Chairman	2017
Gennifer Silva, Vice Chairman	2018
Charles Lanza	2017
Laurie A. Milette	2019
Geoffrey Adams, Alternate	N/A
Steven Ranlett, Selectmen's Representative	N/A
Julian Kiszka, Selectmen's Representative Alternate	N/A

TRUSTEE OF TRUST FUNDS (3) (3-YEAR TERM)

B. Jill Senter, Chairman	2018
Kara Ann Gilroy	2017
Michele Conte	2019

AUDITOR (2) (1-YEAR TERM)

James Peck	2017
Gary Ingham	2017



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2016-17 ELECTED AND APPOINTED OFFICIALS (Continued)

ELECTED

OFFICE AND NAME OF OFFICIAL

TERM

CONFLICT OF INTEREST (5) (3-YEAR TERM)

John Moynihan, Chairman	2017
Therese A. Chouinard, Secretary	2018
Robert Hamilton, Vice Chairman (resigned)	2016
Scott Sullivan (resigned)	2016

LIBRARY TRUSTEES (5) (3-YEAR TERM)

Catherine R. Willis, Chairman	2018
James Peck, Vice Chairman	2019
LuAnn Blair	2019
Jennifer Kiarsis, Secretary	2017
Jane Query, Treasurer	2018
Michelle Sykes, Alternate	2017
Rosemarie Bayek, Alternate	2017

MODERATOR (1) (2-YEAR TERM)

Robert D. Harb	2018
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TAX COLLECTOR (1) (3-YEAR TERM)

Julie A. McNamara	2018
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TOWN CLERK (1) (3-YEAR TERM)

Maryellen Pelletier	2019
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TREASURER (1) (3-YEAR TERM)

Nancy Bolduc	2019
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SUPERVISORS OF THE VOTER CHECKLIST (3) (6-YEAR TERM)

Nancy Jackman, Chairman	2018
Kathleen A. Giacobbe	2020
Polly Huard	2019



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2016-17 ELECTED AND APPOINTED OFFICIALS (Continued)

APPOINTED

OFFICE AND NAME OF OFFICIAL

TERM

RECREATION COMMISSION (3-YEAR TERM)

William Coye, Chairman	2018
Kristin Lewis Savage, Vice Chairman	2019
Susan Sherman, Secretary	2017
Patrick Buckley	2017
Leona Senter	2018
Wendy Moley	2019
Rick Marino	2016
Kerry Patles, Alternate	2017
Lisa Petry, Alternate	2017
Julian Kiszka, Selectmen's Representative	N/A
John A. Sherman, Selectmen's Representative, Alternate	N/A

CABLE TV ADVISORY COMMITTEE (3-YEAR TERM)

John DeRoche, Chairman	2019
Susan Sherman, Secretary	2016
Heather Beaulieu	2016
Dean Zanello, Cable Coordinator	N/A
Peter Bracci, Selectmen's Representative	N/A
Tammy Bergeron, Selectmen's Representative, Alternate	N/A

ZONING BOARD OF ADJUSTMENT (3-YEAR TERM)

Larry Ordway (resigned)	2016
Peter Bealo, Chairman	2018
Timothy E. Fisher, Vice Chairman	2019
James Allen	2018
Joyce Ingerson	2019
Daniel Lloyd	2019
Martha Sumner, Alternate	2017
John A. Blinn, Alternate	2017

CEMETERY ADVISORY BOARD (NO TERM)

Francis Berube, Chairman	N/A
Bernadine Fitzgerald (resigned)	N/A
James Thornton	N/A
Daniel Garlington, Highway Supervisor	N/A
Sean Fitzgerald, Town Manager	N/A



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2016-17 ELECTED AND APPOINTED OFFICIALS (Continued)

APPOINTED

OFFICE AND NAME OF OFFICIAL

TERM

CONSERVATION COMMISSION (3-YEAR TERM)

B. Jill Senter, Chairman	2018
David Averill	2017
Timothy E. Moore, Planning Board & CIP Representative	2017
Steve Curran (resigned)	2016
Olaf Westphalen	2019
Charles Blinn, Alternate	2019
John Sherman, Selectmen's Representative	N/A
Peter Bracci, Selectmen's Representative, Alternate	N/A

FAMILY MEDIATION (3-YEAR TERM)

Tammy Bergeron, Selectmen's Representative	N/A
Steven Ranlett, Selectmen's Representative, Alternate	N/A

DEPUTY TOWN CLERK (NO TERM)

Martha Fowler	N/A
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DEPUTY TAX COLLECTOR (NO TERM)

Rosemarie Bayek	N/A
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HIGHWAY SAFETY COMMITTEE (NO TERM)

Kathleen Jones, Police Chief, Co-Chairman	N/A
John McArdle, Fire Chief, Co-Chairman	N/A
Lisa Withee, Citizen Representative	N/A
Ernest Sheltry, Citizen Representative	N/A
T. Richard Latham, Citizen Representative	N/A
Sean Fitzgerald, Town Manager	N/A
Daniel Garlington, Highway Supervisor	N/A
Gregory Jones, Town Planner	N/A
P. Michael Dorman, Building Inspector	N/A
Sarah Gibbs, Recording Secretary	N/A
John A. Sherman, Selectmen's Representative	N/A
Julian Kiszka, Selectmen's Representative, Alternate	N/A

ROCKINGHAM PLANNING COMMISSION (MPO TECHNICAL ADVISORY COMMITTEE)

Timothy E. Moore, Planning Board & CIP Representative	2017
Merilyn Senter, Alternate	2016



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2016-17 ELECTED AND APPOINTED OFFICIALS (Continued)

APPOINTED

<u>OFFICE AND NAME OF OFFICIAL</u>	<u>TERM</u>
HISTORICAL SOCIETY (NO TERM)	
Robert Carolan, President	N/A
Robert Hobbs, Vice President	N/A
James Peck, Treasurer	N/A
Diann Robinson, Recording Secretary	N/A
Tami Smith	N/A
Mildred Illsley	N/A
Barbara Carifio, Member at Large	N/A
Tammy Bergeron, Selectmen's Representative	N/A
Steven Ranlett, Selectmen's Representative, Alternate	N/A
PUBLIC SAFETY BUILDING COMMITTEE (NO TERM)	
Martha Sumner, Chairman	N/A
Dennis Heffernan, Vice Chairman	N/A
Kathleen Jones, Police Chief	N/A
John McArdle, Fire Chief	N/A
Sean Fitzgerald, Town Manager	N/A
P. Michael Dorman, Building Inspector	N/A
Patrick Schiavone, Detective, Police Department Representative	N/A
William Baldwin, Lt. Emergency Management	N/A
William Query, Citizen Representative	N/A
Paul Lucia, Facilities Manager	N/A
Beth Hossack, Recording Secretary	N/A
Michael Kennedy, Deputy Fire Chief, Fire Department Representative	N/A
Kevin Coyle, Bldg/trades Representative	N/A
Nicholas Morel, Bldg/trades Representative	N/A
Thomas Geary, Bldg/trades Representative	N/A
Barbara Kiszka, Citizen Representative	N/A
Daniel Poliquin, Citizens Representative	N/A
John A. Sherman, Selectmen's Representative	N/A
Tammy Bergeron, Selectmen's Representative	N/A
Julian Kiszka, Selectmen's Representative, Alternate	N/A



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2016-17 ELECTED AND APPOINTED OFFICIALS (Continued)

APPOINTED

<u>OFFICE AND NAME OF OFFICIAL</u>	<u>TERM</u>
OLD HOME DAY COMMITTEE (NO TERM)	
Haley Bush, Chairman	N/A
Wendy Bush, Vice Chairman	N/A
Colin MacMillan	N/A
James Peck	N/A
Bill Lohnes, Parade	N/A
Christina Cruz, Recreation Director	N/A
Ty Vitale	N/A
Rory Lajoie	N/A
Valquerio Eiro Jr., Operations Captain	N/A
Zakk Castellano, Lieutenant	
Steven Ranlett, Selectmen's Representative	N/A
Tammy Bergeron, Selectmen's Representative, Alternate	N/A
CAPITAL IMPROVEMENT PROGRAM (CIP) COMMITTEE (NO TERM)	
Timothy E. Moore, Chairman	N/A
Geoffrey Adams, Planning Board Representative	N/A
Sam Cafiso, Budget Committee Representative	N/A
Francine Hart, Budget Committee Representative	N/A
Scott Sullivan, Budget Committee Representative (resigned)	N/A
Sean Fitzgerald, Town Manager	N/A
Gregory Jones, Town Planner	
John A. Sherman, Selectmen's Representative	N/A
Julian Kiszka, Selectmen's Representative	N/A
Steven Ranlett, Selectmen's Representative, Alternate	N/A
ASSISTANT MODERATOR (NO TERM)	
Norman L. Major	N/A
DEPUTY TREASURER (NO TERM)	
Brenda E. Major	N/A



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2016-17 ELECTED AND APPOINTED OFFICIALS (Continued)

APPOINTED

OFFICE AND NAME OF OFFICIAL

TERM

PLAISTOW FIRST COMMITTEE (NO TERM)

Robert Harb, Chairman	N/A
T. Richard Latham	N/A
Charles Lanza	N/A
David Hansbury	N/A
Paul Sickel	N/A
Daniel Johnson	N/A
Timothy E. Moore, Planning Board/Conservation Commission	N/A
Sean Fitzgerald, Town Manager	N/A
P. Michael Dorman, Building Inspector	N/A
John A. Sherman, Selectmen's Representative	N/A
Steven Ranlett, Selectmen's Representative, Alternate	N/A

TOWN REPORT ADVISORY COMMITTEE (NO TERM)

John Sherman, Selectmen's Representative	N/A
Martha Sumner, Budget Committee Representative	N/A
Steven Ranlett, Selectmen's Representative	N/A
Julian Kiszka, Selectmen's Representative Alternate	N/A
Dean Zanello, Cable Coordinator	N/A
Gayle Hamel, Administrative Assistant	N/A
Beth Hossack, Administrative Assistant	N/A
Sean Fitzgerald, Town Manager	N/A

BEEDE REUSE COMMITTEE (NO TERM)

Julian Kiszka Selectmen's Representative	N/A
Tammy Bergeron, Selectmen's Representative, Alternate	N/A

ELDER AFFAIRS COMMITTEE (NO TERM)

Susan Sherman, Chairman	N/A
Brenda E. Major, Deputy Treasurer, Vice Chairman	N/A
Catherine Willis, Secretary	N/A
Christina Cruz, Recreation Director	N/A
Emily Low, Meals on Wheels Representative	N/A
Lorice Sadewicz, Human Services Coordinator	N/A
Timothy E. Moore, Planning Board/Conservation Commission	N/A
Barbara Tavitian, Former Town Clerk	N/A
Tom Cullen, WWII Veteran	N/A
Peter Bracci, Selectmen's Representative	N/A
Tammy Bergeron, Selectmen's Representative, Alternate	N/A



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2016-17 ELECTED AND APPOINTED OFFICIALS (Continued)

APPOINTED

OFFICE AND NAME OF OFFICIAL

TERM

ROCKINGHAM ECONOMIC DEVELOPMENT CORPORATION (NO TERM)

Julian Kiszka, Selectmen's Representative

N/A

John A. Sherman, Selectmen's Representative, Alternate

N/A

HIGHWAY GARAGE COMMITTEE (NO TERM)

John A. Sherman, Selectmen's Representative

N/A

Steven Ranlett, Selectmen's Representative

N/A

Julian Kiszka, Selectmen's Representative, Alternate

N/A

Sam Cafiso, Budget Committee Representative

N/A

Laurie A. Millette, Budget Committee

N/A

Dean Nifakos, Budget Committee, Alternate

HAZARD MITIGATION COMMITTEE (NO TERM)

Steven Ranlett, Selectmen's Representative

N/A

John A. Sherman, Selectmen's Representative, Alternate

N/A

PLAISTOW AREA TRANSIT ADVISORY COMMITTEE

Timothy E. Moore, Planning Board

N/A

RENEWABLES COMMITTEE

Julian Kiszka, Chairman & Selectmen's Representative

N/A

Geoffrey Adams, Vice Chairman

N/A

Antony Costanzo, Member

N/A

Michael Kennedy, Deputy Fire Chief

N/A

Gerry Marchand, Member

N/A

Timothy E. Moore, Planning Board & CIP Representative

N/A

Cab Vinton, Library Director

N/A

Greg Jones, Town Planner

N/A

Steven Ranlett, Selectmen's Representative

N/A



Town of Plaistow, New Hampshire

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GOVERNMENT OFFICIALS



State of N.H. Governor

Maggie Hassan
Phone: (603) 271-2121
Web site: www.state.nh.us

State of N.H. Executive Councilor (District 3)

Christopher Sununu
Phone: (603) 658-1187
Email: csununu@nh.gov

United States Senator (N.H.)

Kelly Ayotte
Phone: (202) 224-3324
Website: www.ayotte.senate.gov

United States Senator (N.H.)

Jeanne Shaheen
Phone: (202) 224-2841
Website: www.shaheen.senate.gov

United States Congresswoman (N.H. District 1)

Frank Guinta
Phone: (202)-225-5456
Website: www.guinta.house.gov

State of N.H. Senator (District 22)

Chuck W. Morse
Phone: (603) 271-2609
Email: chuck.morse@leg.state.nh.us

Rockingham County Commissioner

Kevin St. James
Phone: (603) 679-9350
Email: kstjames@co.rockingham.nh.us

Plaistow Local State Representative (District 34)

Norman L. Major
Phone: (603) 382-5429
Email: nlbem@comcast.net
Email: norman.major@leg.state.nh.us

Additional Local State Representatives for Districts 14 and 34

Debra L. DeSimone (District 14)
11 Providence Hill Road
Atkinson, NH 03811-2328
Phone: (603) 362-4314
Email: debra.desimone@leg.state.nh.us

Shem Kellogg (District 14)
48 Westville Road, Unit 4-2
Plaistow, NH 03865-3003
Phone: (603)
Email: shem.kellogg@leg.state.nh.us

William G. Friel (District 14)
5 Kelly Lane
Atkinson, NH 03811-2553
Phone: (603) 362-5423
Email: william.friel@leg.state.nh.us

Jeffrey D. Oigny (District 34)
28 Main Street
Plaistow, NH 03865-3003
Phone: (603) 339-2626
Email: jeffrey.oigny@leg.state.nh.us



Town of Plaistow, New Hampshire

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REPORT OF GOVERNOR MAGGIE HASSAN



MARGARET WOOD HASSAN
Governor

STATE OF NEW HAMPSHIRE OFFICE OF THE GOVERNOR

Dear Friends,

On behalf of the people of New Hampshire, it is an honor to send best wishes for another successful year to the Town of Plaistow.

For the third year in a row, New Hampshire was ranked as the strongest state in the Union based on more than a dozen measures of our economy, the safety of our communities and our high quality of life. Our low unemployment rate, which now stands at 2.7 percent and is among the lowest in the nation, is a clear indicator of the bipartisan progress we have made over the last four years. We have made progress on critical economic priorities such as holding down the cost of higher education, ensuring that hard-working Granite Staters have access to quality, affordable health care, combating the substance misuse crisis and fixing our roads and bridges. I remain committed to building on this progress at the federal level in order to continue creating a New Hampshire where all of our citizens are included in our shared success and prosperity and have the opportunity to get ahead and stay ahead.

To make this vision a reality, we must continue working together to strengthen our communities and our state. One of the things I love most about New Hampshire is the "all-hands-on-deck" spirit of our people, where we roll up our sleeves, pitch in and work together to address our challenges and improve our communities. The Town of Plaistow embodies this spirit and I look forward to continue working with all of you to build an even stronger, more innovative New Hampshire.

We have a lot of work ahead of us to continue making progress for our state. It will take all of us coming together with all of our ideas and all of our energy. But that has always been the New Hampshire way, and I hope that each and every citizen will participate in this effort.

To the people of Plaistow, I wish you the very best and I look forward to our continued partnership as we work to ensure a brighter future for all Granite Staters.

With every good wish,

Margaret Wood Hassan
Governor



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF NEW HAMPSHIRE'S DISTRICT 22 SENATOR CHUCK MORSE

Dear Members of the Town of Plaistow Board Selectmen,

First, I would like to express my thanks for your work to ensure the needs of the Town of Plaistow's residents are addressed and for the opportunity to serve you and the greater community as the Senate President during the 2016-17 Legislative Session.

Last year, the legislature addressed major priorities including growing New Hampshire's economy by lowering the cost of doing business in our state, making progress on the I-93 expansion project and the Route 125 widening project, as well as the heroin and opioid crisis facing our communities.

Despite the ongoing work the Legislature has done to curb the heroin and opioid crisis facing New Hampshire and affecting our community, this crisis won't be solved overnight and sadly, we will likely see nearly 500 individuals succumb to overdoses this year. This is unacceptable and we remain committed to curbing this crisis.

Last session we made progress by increasing the funding for substance abuse programs by 75%. We also made progress by:

- Providing resources to programs like 'Granite Hammer' which will put more police on our streets
- Strengthening the penalties for Fentanyl distribution to match heroin
- Creating a drug court grant program to break the cycle of incarceration for low-level repeat offenders
- Improving access to long term recovery services
- Increasing peer to peer recovery programs
- Eliminating insurers prior authorization for individuals seeking substance abuse treatment
- Updating the Prescription Drug Monitoring Program

We've also established reporting requirements to better track our efforts so that we can focus on the most effective strategy moving forward in the next session.

In addition to working with our communities to address the heroin crisis, we've worked to strengthen our economy and grow jobs for New Hampshire citizens. In January of this year, the first business tax cuts in more than 20 years went into effect and as a result, the number of employed New Hampshire citizens has increased by 8,500 in just the first four months, doubling the number of jobs created in all of 2015. We've also grown the rainy day fund by nearly \$100 million, while taking in more than \$100 million over initial revenue estimates in the first year of the budget. The Legislature's work has helped to restore business owners' confidence in our economy, encouraging small businesses to grow jobs and expand in our state.



Town of Plaistow, New Hampshire

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REPORT OF NEW HAMPSHIRE'S DISTRICT 22 SENATOR CHUCK MORSE

While our economy is steadily improving, we are also working to ensure that it continues to grow in years to come. That is why I've been focused on making sure the I-93 expansion project would continue towards completion by securing the funding necessary to finish the project. We have already seen great economic benefits along the I-93 corridor, bringing new jobs and industry to southern New Hampshire, like we had hoped. I am excited to work with our new Governor Chris Sununu to open the fourth lane and finalize this project.

Looking ahead, we plan to build a balanced budget in the 2017-18 Legislative Session that continues to strengthen New Hampshire's small business economy, create good jobs by reducing the cost of owning a business in this state. We will also make sure that our state's working families are supported while addressing the many critical issues facing our communities.

Respectfully submitted,

Senate President Chuck Morse (R-Salem)
District 22



Town of Plaistow, New Hampshire

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REPORT OF STATE REPRESENTATIVE NORMAN L. MAJOR

A Message from the State House in Concord

I am once again honored to be serving as a State Representative for the citizens of District 14 and thanks to all for your support. Now a member of the Legislature for 21 years, I remain privileged to be able to provide important constituent services and am dedicated to maintaining a balanced state budget, to supporting education funding and environmental issues, and to improving the climate for New Hampshire's small business community. I strive to keep "truth in budgeting" and to encourage the Legislature to more fully consider the impact of proposed legislation on present and future generations.



Plaistow's Legislative Districts

Plaistow is part of District 14 which is made up of Atkinson and Plaistow and is represented by four legislators and District 34, which is made up of Atkinson, Plaistow, Hampstead, and Kingston. Each legislator represents approximately 3250 citizens. The excess population of

District 14 is combined with the excess population of District 13, Hampstead and Kingston, to form District 34 and is represented by one representative.

I have been deeply saddened on the passing of Representative Shem Kellogg. Representative Kellogg tirelessly and passionately served the constituents of our District, was a consistent advocate for New Hampshire values in Concord, and a perpetual champion of liberty. We join with Representative Kellogg's family, friends, and colleagues in mourning his passing and our thoughts and prayers remain with them during this challenging time.

Local Legislator's responsibility to Rockingham County Convention

The County Convention consists of the 90 elected state representatives from the 35 communities residing in the county. The Convention legislative power is limited to fiscal controls and has oversight of the County budget of more than \$80,000,000. The Convention has the power to raise taxes, to make appropriations for use of the county, and to authorize the purchase of real estate for its use. It has the authority to review the expenditures of the County after adoption of the budget.

2016 Legislative Accomplishments

Over the last two years, the Legislature has passed an array of legislation that protects businesses from unfair tax treatment when they go public or acquire new investment capital, expanded the Research and Development Tax Credit, reformed Workers' Compensation laws, simplified the tax-filing process for businesses, and



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF STATE REPRESENTATIVE NORMAN L. MAJOR (Continued)

increased deductions for purchases of capital and equipment, among many other pro-business bills.

Study after study placed our state in among the highest in the nation for our corporate tax rates. We passed the first business tax relief in 20 years. These cuts reduce the burden on businesses that employ the majority of New Hampshire workers, enabling them to grow, invest, and create more jobs. Since then, we've seen growth in business tax revenue.



A modernized economy requires an educated workforce and lower energy costs. We increased funding to our university and community college systems, ensuring they have resources to produce affordable education options for the next generation of our workforce, and ensuring we have the skilled workers needed to attract and retain businesses and jobs. Action was necessary to address the many facets of our state's drug and opioid addiction epidemic. There was a substantial increase in funding to programs dealing with addiction treatment and recovery.

In late 2015, the Legislature formed the Joint Legislative Task Force on the Heroin and Opioid Epidemic, resulting this year in passing legislation that touches all three major areas of the crisis, including education and prevention,

treatment and recovery, and law enforcement and interdiction.

I continue to Chair the House Ways and Means Committee for this coming session and continue to Chair the County Convention of the County Delegation for my eleventh year.

In closing, again, I am honored and privileged to be serving as a State Representative for the Town of Plaistow. As in the past, I will work to maintain the Town and the State's position as one of the best places to live, work, and raise a family in the country.

If I can be of any assistance, please feel free to contact me at nlbem@comcast.net.

Respectfully Submitted,

Norman L. Major, State Representative

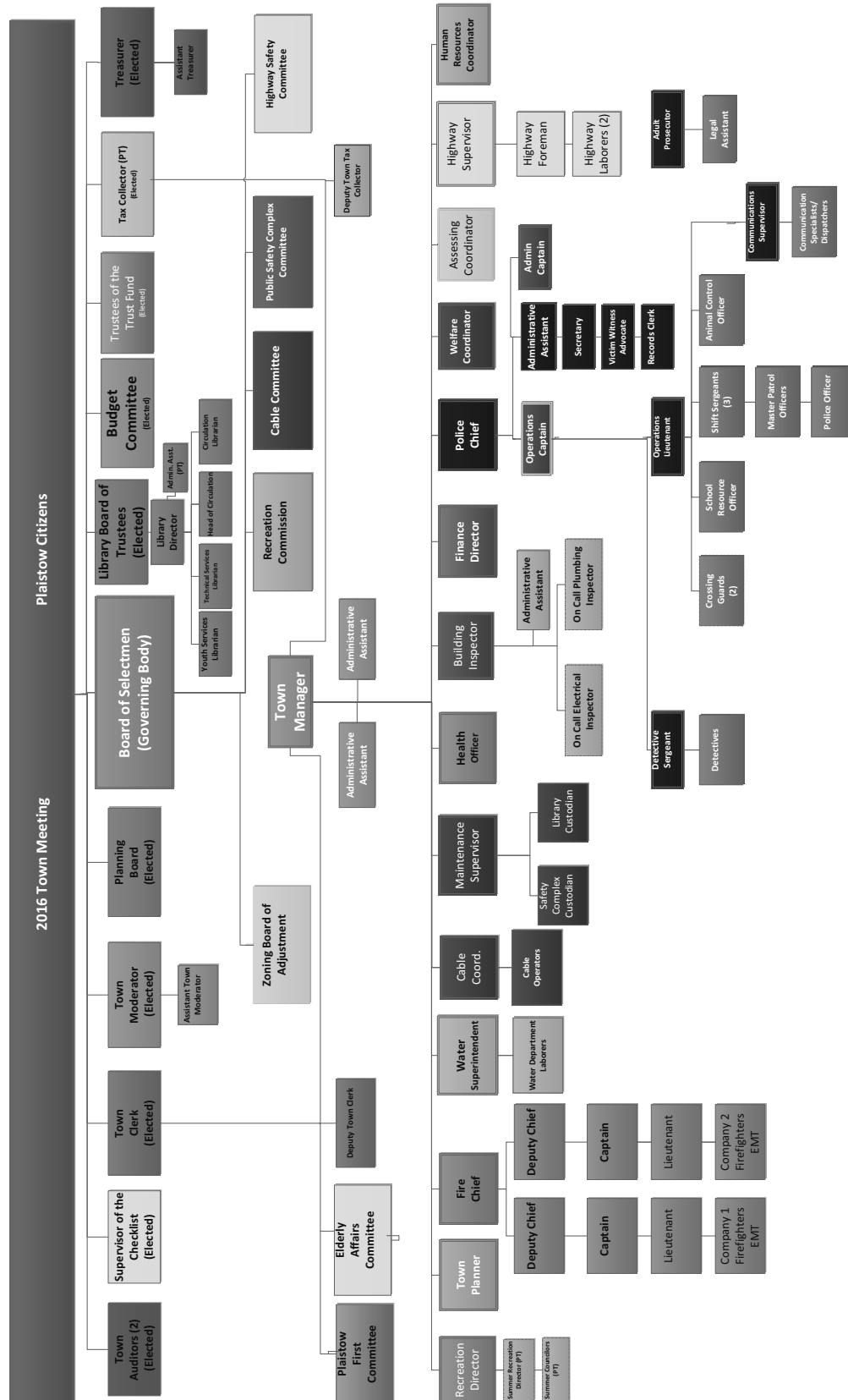


Town of Plaistow, New Hampshire

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TOWN OF PLAISTOW ORGANIZATION CHART





Town of Plaistow, New Hampshire

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2016 TOWN EMPLOYEES

<u>Emergency Management</u>	
William Baldwin, Director	
P. Michael Dorman, Deputy Director	
Dennise Horrocks, Deputy Director	
<u>Executive Department</u>	
Sean Fitzgerald, Town Manager	
Gayle Hamel, Administrative Assistant to	
Town Manager	
Elizabeth Hossack, Administrative Assistant	
to the Board of Selectmen and Town Manager	
Robert Blanchette, Finance Director	<u>Highway Department</u>
	Daniel Garlington, Supervisor
	Dana Rabito, Foreman
<u>Fire Department - Officers</u>	Aaron Shea, Laborer
John McArdle, Chief	Shawn Feeley, Laborer
John Judson, III, Deputy Chief	Phillip Sadewicz, Seasonal Laborer
Michael Kennedy, Deputy Chief	Stephen Dumphily, Seasonal Laborer
Scott Vezina, Captain	
John Stevens, Captain	
Ryan Higgins, Lieutenant	<u>Library</u>
Russell Hawkins, Lieutenant	Cab Vinton, Director
Zakk Castellano, Lieutenant	Jennifer Dawley, Head of Youth Services
	Raven Gregg, Cataloguing
<u>Fire Department- Firefighters/EMT's</u>	Kelli Lennon, Circulation
	Alice Major, Logistics & Development
Corey Booth, FF	Jennifer O'Connor, Circulation
Scott Bradstreet, FF	Brianna Sullivan, Programming & Publicity
Jack Bryan, FF/EMT	Maryann Sullivan, Circulation
Gary Carbonneau, FF/EMT (deceased)	Jillian Fitzpatrick, Library Page
Richard Colcord, FF	Jake Morrier, Library Page
Stephen Dumphily, FF	Lindsey Whittaker, Library Page
Shawn Feeley, FF/EMT	
Richard Fowler, FF/EMT	
Joshua Gagnon, FF/EMT	
Thomas Gillis, FF/EMT	<u>Maintenance Department</u>
Bruce Gusler, Sr., FF	Paul Lucia, Supervisor
Bruce Gusler, Jr., FF/FR	Richard Gaudette, Custodian
Greg Hogg, FF/EMT	
Aaron Judson, FF	
Eric LaFrancis, FF/EMT	
Andrew Owens, FF/EMT	
Nick Piccolo, FF	
John Salerno, FF/EMT	
Jon Thorgilsson, FF/EMT	
Derek Travers, EMT	
John Wood, FF/EMT	
John Owens, Firefighter	



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



2016 TOWN EMPLOYEES (Continued)

<u>Plaistow Police Department</u>	<u>Communications Staff con't</u>
Kathleen A. Jones, Chief	Keira Burke, Dispatcher
Valquerio Eiro, Jr., Operations Captain/ DARE Officer	Mark Fowler, Part-Time Dispatcher
Brett Morgan, Administrative Captain	<u>Recreation Department</u>
William Baldwin, Operations Lieutenant	Christina Cruz, Director
Alec Porter, Sergeant/K-9 Handler	
Jason Mazza, Sergeant	
Joan Marsilia, Master Patrol Officer	
Dorothy McGurren, Master Patrol Officer	<u>Town Hall Staff</u>
Patrick Schiavone, Master Patrol Officer/DARE Officer/Detective	P. Michael Dorman, Chief Building/Code Enforcement Officer & Deputy Health Officer
Robert D'Auria, Jr., Officer	Dee Voss, Dept. of Building Safety Office Manager & ZBA Administrative Assistant
Sonya Robicheau, Officer/SRO (resigned)	Ken Ray, Electrical Inspector
Ryan Garney, Officer/Detective	Gary Paradis, Plumbing/Gas Inspector
Edward Lukas, Jr., Officer/Detective	Dean Zanello, Cable Coordinator
Brian Farrell, Officer	Charles Manes, Cable Operator
Steven DiChiara, Officer (resigned)	Maryellen Pelletier, Town Clerk (Elected)
Jennifer Haas, Officer/SRO	Martha Fowler, Deputy Town Clerk
Michael Pauley, Jr., Officer	Julie McNamara, Tax Collector & Assistant Town Clerk (Elected)
Tony Simone, Officer	Rosemarie Bayek, Deputy Tax Collector
Kyle Sandner, Officer	Nancy Bolduc, Treasurer (Elected)
Vacant Officer	Dennise Horrocks, Health Officer
Scott Anderson, Part-Time Officer (resigned)	Gregory Jones, Town Planner
Sarah E. Gibbs, Administrative Assistant	Lorice Sadewicz, Human Resources/Services Coordinator & Assessing Clerk
Jennifer Page, Secretary	
Desiree Chapman, Records Clerk	
Wendy Ventura, Records Clerk (resigned)	
Briana Burns Victim Witness Advocate (resigned)	
Linda Hale, Crossing Guard	
Cheryl Cate, Crossing Guard	
Vacant, K-9	<u>Water Department</u>
Matthew Hay, Animal Control Officer	Sean Fitzgerald, Superintendent
<u>Communication Staff</u>	Shawn Feeley, Maintenance (part-time)
Lucia Cusimano, Communications Supervisor	Richard Fowler, Maintenance (part-time)
Joel Albair, Communications Specialist	Ryan Higgins, Maintenance (part-time)
Steven Leavitt, Communications Specialist	
Michael Pauk, Dispatcher	



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



PLAISTOW EMPLOYEE SPOTLIGHT

Building Maintenance Supervisor Paul Lucia

Plaistow Building Maintenance Supervisor Paul Lucia has been with the Town of Plaistow over the last few years. Hired in 2015, Paul has been the Supervisor for Plaistow's Maintenance Department.

His "hands on" approach and genuine caring for his job and the community is evident. If any Town employee has an issues with heating, cooling or some type of maintenance they know all they need to do is call Paul and he will come to help.

Paul Lucia is very dedicated to his position, the department, the community and all Town facilities. He is a true professional and demonstrates his exceptional skills on a daily basis. He not only manages the hands-on care of cleaning and maintaining Town facilities on his regular shift, he comes in for additional meetings and storms as needed. Paul also accomplishes all the administrative responsibilities of his important position. He is caring and thoughtful toward everyone he meets and expects high standards from all of his colleagues.

The community and the Town are very fortunate to have such an outstanding employee. We are very proud to recognize Paul Lucia for his dedication and contributions to the Town!





Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



2016 REPORT OF THE BOARD OF SELECTMEN

I am pleased to submit to the residents of Plaistow our annual report for 2016. As I complete my third year on the Board and second as Chairman, I want to express my gratitude to the Citizens of Plaistow. 2016 was an absolutely amazing year that has been defined by hard work and a tremendous commitment to the can-do spirit of Plaistow as we began our historic work on building the first police station for the men and women who put their lives on the line for our community.

2016 SELECTMEN HIGHLIGHTS

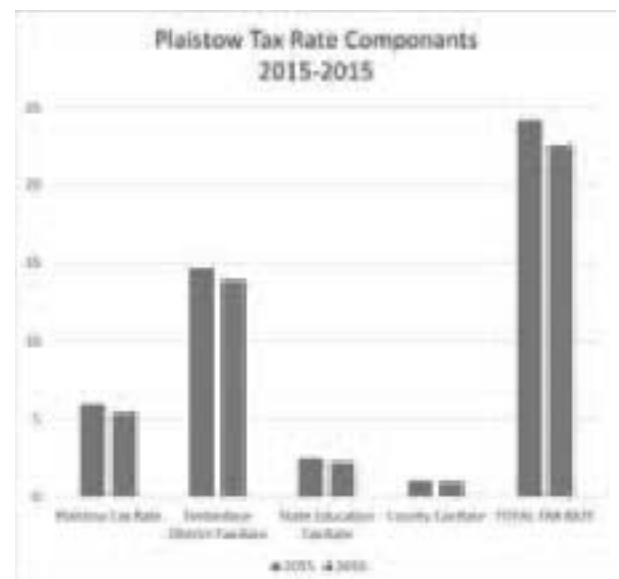
The Board is comprised of five independently elected citizens who set policy and oversee the general management of Plaistow's Town Government. The Board members stayed the same with the re-election of the Dean of the Plaistow's Board of Selectmen—John Sherman. John brings an extraordinary wealth of information to the Board as he has served Plaistow for 16 years as a Selectman and many more on Plaistow's Budget Committee, Recreation Committee, and CIP Committee to name a few. Selectman Kiszka kept busy with Plaistow's Energy Committee and his official role of Ambassador of Plaistow, NH to Plaistow, London in the Fall of 2016. Selectman Bracci has completed his first year on the Board and continued his advocacy for Plaistow's Veterans. Selectman Bergeron continued with her special talent for constituent services, her love of gardening for Town Hall and her strong voice for Plaistow seniors and employees.



FINANCIAL OVERVIEW

Plaistow, under the leadership of the Board of Selectmen, Town Manager and Budget Committee continued the disciplined, methodical budget process in 2016. I want to thank Plaistow's dedicated Department Heads for the numerous times that they came out to meet with the BOS and Budget Committee over the last year to review the Town's proposed budget and revenues. Your work and dedication continues to inspire me and my fellow Board members as it is your judgement in large part that has helped to keep the Town financially strong with ever improving services.

On this note, I am pleased to report that the Town of Plaistow has worked hard to reduce the tax rate over the last four years and we have not seen an increase in the Town portion of the tax rate since 2010—7 years! Over the last few years, the Board of Selectmen have been careful to use a portion of the Town's unassigned fund balance to help ensure we keep a tight handle on the tax rate.





Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



2016 REPORT OF THE BOARD OF SELECTMEN (Continued)

This past year, Plaistow residents saw a reduction of \$1.66 on our local tax rate for 2016. The Town's overall local tax rate dropped from \$24.16 to \$22.50. This will reflect a reduction in taxes paid for most of our hardworking residential tax payers. The table below reflects the change from 2015 and 2016.

LOCAL TAX COMPONENTS	2015	2016	Change
Plaistow Tax Rate	5.98	5.43	(0.55)
Timberlane District Tax Rate	14.62	13.87	(0.75)
State Education Tax Rate	2.49	2.22	(0.27)
County Tax Rate	1.07	0.98	(0.09)
TOTAL TAX RATE	24.16	22.50	(1.66)

This reduction in the tax rate reflects the significant growth in both residential and commercial real estate valuations. In 2016, Plaistow added over \$80 Million in new growth valuation in both residential and commercial properties in Town. Most residential properties increased in value from 2015 by a total of \$42,218,660 or +6.7%. This increase was even more significant for Plaistow's commercial properties as they increased by \$40,749,610 or +17%.

PLAISTOW'S SAFETY COMPLEX

In the spring of 2016, the Board of Selectmen participated in the historic recount on the \$8.5M warrant to construct the first standalone Police Station for the Town of Plaistow. We are all excited to report that the Secretary of State certified that the Town passed the historic vote to support the construction of the project by a super majority of voters (60%). The Board has worked closely with Trident Construction of Salem, NH, Dore and Whitter Architects, and Ekman Construction to help begin construction of the project and constrain costs.

Throughout the Spring and Summer, the Town Manager worked closely with the Board to support the bond sale with the NH Municipal Bond Bank. The way the bond was structured, the Town received an upfront premium of \$380,400 and has bonded for \$8,119,600.





Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



2016 REPORT OF THE BOARD OF SELECTMEN (Continued)

While these totals equate to \$8.5M, allowing the financial institutions to include premium bids ensures that the effective (or true) interest rate for the Town will be 2.86%--one of the lowest interests rates for a capital project in generations!

WATER INITIATIVES

2016 was a historic year for projects and initiatives, it was also historically dry as Plaistow saw many homeowner's wells fail. While we are concerned with drought conditions, I am pleased to report that 2016 also was a year of continued progress with Plaistow's focus on water. This past year, the Town continued to work with NHDES and increased our efforts to help address some of the challenges facing Plaistow's aquifers and water resource needs. As of 2016, Plaistow has received over \$300,000 from NHDES to evaluate the possibility of utilizing the Town's existing fire suppression system as a potable water system. The Board has been actively evaluating a number of short and long term options that will help current and future generations deal with this most critical responsibility for Plaistow. As one of only two municipalities in New Hampshire that does not have a pond or water body sufficient for a reservoir, the Town of Plaistow faces significant water resources challenges. The lack of public water and wastewater systems significantly limits job creation and economic development during these challenging times. Additionally, the Town of Plaistow is also the home of one of the largest active EPA Superfund locations (Beede Waste Oil) in New England. This contamination has significantly impaired the Town's watershed. Providing a thorough assessment of water resource options would help the Town significantly meet the water resource challenges in the community.



INVESTMENTS IN PLAISTOW

Today, if you look around Plaistow you will see progress—you will see a new police station rising from the ground, you will see 12 million dollars being invested on Rt. 125, and you can see new businesses investing in Plaistow and NH because of leaders like our Governors, Senator Chuck Morse, and Plaistow's own State Representative Norm Major. Because of business leaders like Joe Barbone, who believes in Plaistow and has invested millions in Plaistow to define the economic potential of our times, we have reasons to be optimistic about our powerful potential to work our way to a better future.

As chairman of the Plaistow Board of Selectmen, I can't tell you how exciting it is for me to hear that Plaistow's political representatives and business leaders are finding opportunities to invest in our economy and our future. They know that we must manage and lead our way in spite of the divisive political rhetoric of our time and we are doing just that. How do I know this? —because here in Plaistow, with few exceptions, Town Hall and businesses located in Plaistow are working as a team. Specifically, we are working together to ensure:



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



2016 REPORT OF THE BOARD OF SELECTMEN (Continued)

- *Plaistow is building stronger relationships with regional partners such as our local chambers; Rockingham Planning Commission and Rockingham Economic Development Authority*
- *Working to ensure we have quality infrastructure: streets, utilities, public services, public buildings, parks*
- *Quality municipal services: police, fire, inspectional, & community development*
- *Active public private/involvement, demonstrated by:*
- *Active chambers of commerce*
- *Strategic planning with the local and regional chambers of commerce to revitalize Plaistow*
- *Dedicated municipal employees*

CLOSING

I want to extend my appreciation to Gayle Hamel and Beth Hossack for their dedication and support for the Board over the last year. I also want to express my gratitude to Plaistow's outgoing Town Manager, Sean Fitzgerald—we all wish him well as he certainly has left a terrific legacy of service.

In closing, on behalf of the Plaistow's Board of Selectmen, please know how proud we all are of Plaistow! We live in an extraordinary community that has been defined by engaged citizens and strong, faith-based, civic groups, businesses and nonprofit organizations that care deeply about Plaistow.

The Plaistow Board of Selectmen kept a focus on making the important and difficult decisions for Plaistow citizens in 2016—and we are excited to do even more in 2017!

Respectfully submitted,

Steve Ranlett, Chairman,
Plaistow Board of Selectmen



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



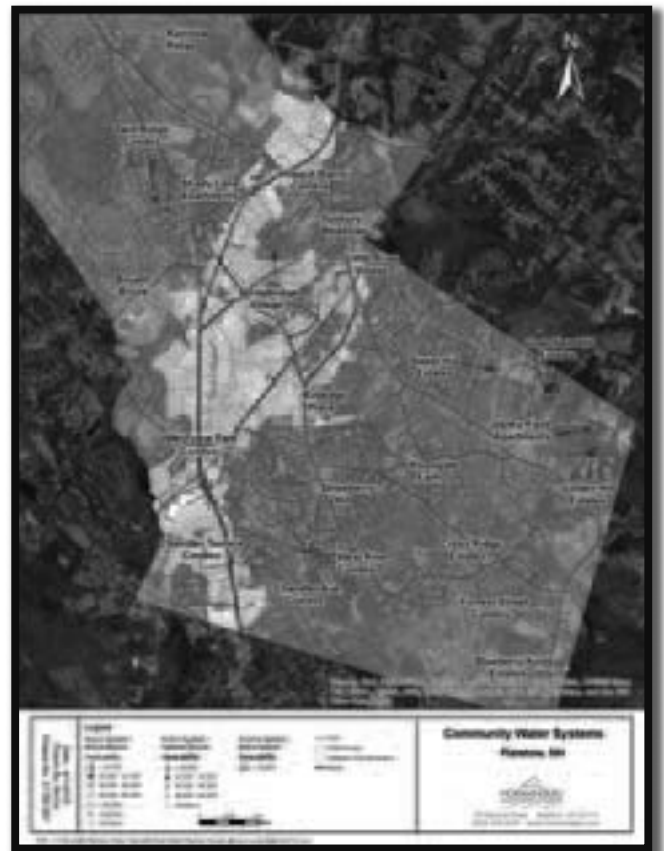
2016 REPORT OF THE TOWN MANAGER

I am proud to be presenting my 9th annual report for the Town of Plaistow. In every respect, this past year has been one of the most exciting and productive years! While the theme of this year's report focuses on Water and our Citizens—we have much to celebrate and be proud of as a community! The following updates present a brief overview of a number of projects and notable events of the year:

CONTINUED FOCUS ON WATER

Over the last year, work continued with one of the most important projects in Plaistow and in Southern New Hampshire—Plaistow's study on potable water options. This year, with the significant impact of the worst drought Plaistow has seen in over 100 years, the Town made some important strides addressing Plaistow's water resource challenges and opportunities. As we began 2016, we were notified by the New Hampshire Department of Environmental Services (NHDES) that Plaistow's request for funding under the Gasoline Remediation Ether Elimination (GREE) funding program would continue to be funded with no required local match. Over the last 18 months, Plaistow has been the beneficiary of over \$300k in funding that has allowed the Town to explore the potential of utilizing the existing fire suppression system as a potable (drinking) water conveyance mechanism.

In 2016, Plaistow completed Phase I of the Potable Water Supply Feasibility Study funded completely through funding from NHDES. Over the last 18 months, the Town has been awarded over \$300K to help advance this once in a generation effort to evaluate potable water options. The availability of the MtBE-related funding provides a very unique opportunity for the Town of Plaistow to address both existing contamination and larger future water supply issues. Plaistow is uniquely situated because of its foresight to construct and expand the existing extensive Fire Suppression System that now has the potential to be converted to a municipal water supply. Several regional source alternatives are currently under consideration. These options are well described in the Phase I report. Haverhill is not the only potential option but would be the easiest and likely the least expensive to implement if inter-municipal agreement can be worked out with respect to costs. Please keep in mind, in practice, Haverhill and Plaistow are economic development partners, not competitors, for commercial and industrial development. The "real" competition is with other areas of New England, the country and global.



Here are a few additional projects and initiatives that we have coordinated over the last year:

- I am pleased to report that earlier this year, the Town of Plaistow signed a multi-year contract with the Town of Atkinson to continue the Regional Dispatch Contract. I would like to publically acknowledge both Fire Chief McArdle and Police Chief Jones for their assistance with this negotiation process.*



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



2016 REPORT OF THE TOWN MANAGER (Continued)

- This year, the Town continued with investments in recreation and parks with the replacement of the play-scape at Smith Field.
- This year, Plaistow was host to a number of Presidential Candidates who were on the stump in Plaistow during the presidential primary season. Plaistow hosted Democratic Candidate Senator Bernie Sanders and Republican Candidate Governor John Kasich. While there were a few issues with traffic and parking, it was decided that a fee schedule will be set up for future events and a policy developed.
- In April, Plaistow celebrated the 9th annual Arbor Day tree planting program. We also held another Plaistow Pride Day. A huge thank you to Plaistow resident Vanessa Underwood for her extraordinary efforts to make Plaistow "Cleaner and Greener".
- Town Health Care/Union Negotiations – I am pleased to report that the Town Union has agreed to make a significant change to the Health Care Plan offerings. These changes will save the Town increased cost with health insurance costs. I urge you to support the proposed collective bargaining contract presented at the 2017 Town Meeting.
- In the spring and throughout the year, the Town kept busy with responsibilities with the EPA MS4 storm water related activities. This included numerous meetings with the Selectmen, Planning Board and staff regarding stormwater stewardship and regulatory responsibilities and quarterly stormwater task force meetings consisting of members of the Planning, Inspections, Town Manager, and the Highway Department. The Taskforce continued long term monitoring of stream water quality at 21 surface water quality stations by the Town's Conservation Commission. As a community the Town is aware of the connection between stormwater and groundwater which is the source of 100% of the Town's residential drinking water.
- In 2016, Plaistow launched a new Web Site for each department. Now, every Department Head will have access to their landing page to keep it updated in a timelier manner. Focus on helping the Town to appreciate more of the activities of each department and what they do for the Town.
- In July, Plaistow was hit by a powerful Microburst that impacted a number of neighborhoods with downed trees. Town Highway Department staff, Public Safety Staff and Staff from Unitil and Fairpoint responded admirably to the storm event that left 1,000 Plaistow homes without power. The competency of the response that was coordinated by Unitil, Fairpoint, and the Town's first responders was outstanding. It was a terrific example of teamwork in the face of such a significant, impactful and dangerous event. The Town of Derry also provided a two-man crew to assist with a chipper and debris removal for the Town's right-of-way. Plaistow's Highway Supervisor, Dan Garlington, especially appreciated the water & snacks from Plaistow residents!
- This year the Town went back out to bid for Solid Waste and Recycling services. While we had three competitive proposals, the Board agreed that the best value for Plaistow was to renegotiate a contract with JRM.
- This year, Steve Hamilton, Director of NH Department of Revenue and Wil Corcoran, Plaistow's Assessing Agent, provided a comprehensive update to the BOS on the assessing process. The Town was required by law to bring all properties to their full value as of April 1, 2016. This process affected approximately 3,300 parcels in Town. (2,962 are residential and 338 are commercial.) See the presentation here: <http://www.plaistow.com/sites/plaistownh/files/uploads/munitaxratepres10232015.pdf>





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2015 REPORT OF THE TOWN MANAGER (Continued)

- This year, Plaistow continued to advance the design and project coordination for the Safe Routes to School Grant with staff from Hoyle and Tanner. We completed the feasibility study for the downtown sidewalk improvements to the NH Cultural Resource Committee and conveyed that the closure of the slip lane is a key component in providing safe pedestrian travel through downtown Plaistow. The construction improvements are slated for the Fall of 2017!
- Methuen Construction, located at 144 Main Street completed their new office building. Construction costs for the new building were estimated at \$2.5M and the new business to Plaistow is expected to employ over 150 full-time jobs!

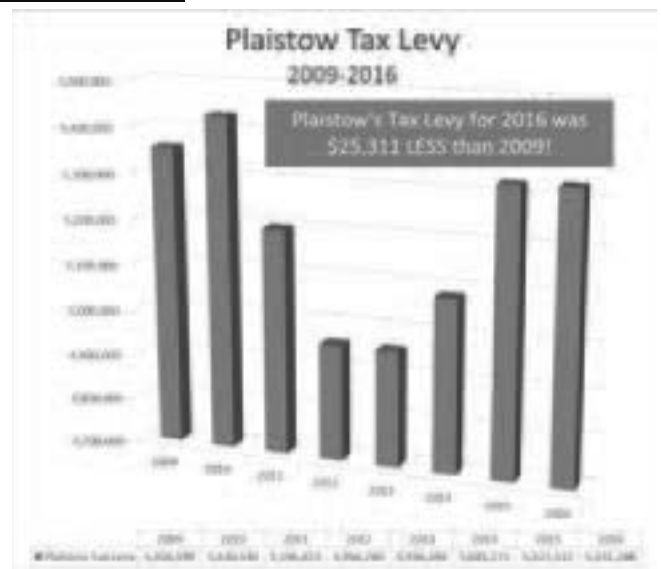


- Taurus at 3-9 Plaistow Road is currently constructing a building adjacent to Papa Gino's and replacing it with three new tenants.
- A new Age Restricted Housing development known as Chandler Place advanced in 2016 and is expected to be completed in 2017.
- Plaistow Safety Complex – Town staff and Officials continue to work with the Trident Group, Eckman Construction, and Dore and Whittier Architects on the construction of the new Police Station and upgrade of the Safety Complex.
- Westville Road Bridge - This past year, after approval at the 2016 Town Meeting, Plaistow continued work with Hoyle and Tanner Associates, Inc. to provide engineering services for the design and replacement of the Westville Road Bridge. The Bridge is scheduled to be replaced in 2018 and Town staff is in moving from preliminary design stages to bidding for the project.
- Plaistow successfully negotiated with Comcast for a 5-year relicensing agreement. (The Town will receive an additional \$100K for local origination (\$20K per year) over the next 5 years.)
- RT. 125 Widening Project – This \$12M widening of RT. 125 advanced in 2016 and will be completed in 2017. The Town completed a significant portion of the work by coordinating the expansion of the Town's Fire Suppression System concurrently with the DOT work in 2016.

MUNICIPAL FINANCES LONG TERM FINANCIAL PLANNING

Since 2009, the start of the Great recession, Plaistow has focused on the bottom line—how much we ask for in residential taxes from our hardworking residents and businesses. Over the years, we have worked to increase non real estate tax revenues, constrain operational contracts and costs, bring in new businesses and commercial investments and grow the Town's financial reserves. Today, the Town of Plaistow stands strong and we have been mindful to carefully manage the impact that Town projects have on the bottom line for Plaistow taxpayers.

In particular, I would like to thank the members of the Board of Selectmen, Planning Board, Conservation Commission, Recreation Commission and Budget Committee for all the time and dedicated service to





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2015 REPORT OF THE TOWN MANAGER (Continued)

Plaistow. I am most of all indebted to key Town staff who deserves the credit for the quality of this report and much of the information and data contained herein. I also want to extend a special word of thanks to the hardest working colleague -any Town Manager could ever ask for in Gayle Hamel. I also want to thank Beth Hossack who brightens up us all with her wonderful cheer.

Lastly, I will always be grateful to the citizens of Plaistow who gave me such a wonderful honor to serve as your Town Manager over the last 8 years. Know that I leave my post with gratitude and a great sense of wonder at all the extraordinary things ahead for one of the most special communities in the land!

I will miss you all and I will always be at your service!

Respectfully submitted,


Sean Fitzgerald
Town Manager





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MEETING MINUTES AND RESULTS OF THE JANUARY 31, 2016 DELIBERATIVE MINUTES

Deliberative Session Minutes January 31, 2016

Minutes have been written in Courier New and added at the end of each article.

The meeting was started at 10:00am by Moderator, Robert (Bob) Harb. The colors were presented by Davis Post Color Guard. The American Legion Commander was presented a certificate of appreciation. Then Fire Chief, John McArdle was asked to step forward to call attention to the fact that 2016 marked the 100th anniversary of the Fire Department in Plaistow.

Chief McArdle called Bernadine Fitzgerald to the front of the room and introduced her to the body as wife of the former Fire Chief who is the namesake for the Fitzgerald Safety Complex.

Town Manager, Sean Fitzgerald and Selectman Chairman, Steven Ranlett, then presented a clock in recognition of her retirement and service to the Town. It was stated that she retired in 2010 and Sean has been trying to get her to attend a Town function since then. She served the Town from 1994-2010.

A moment of silence was held for former teacher and long time Plaistow resident, Phyllis Simmons, who had passed away the week before.

Moderator, Bob Harb mentioned the many handouts and reminded people that they need to sign in with the Supervisors of the Voter Checklist to obtain a voter card in order to vote. He then reminded everyone in attendance that Candidates Night will be held on February 16, 2016 and the public is invited to meet and question the candidates. Also mentioned was the fact that the Presidential Primary will be held on February 9 at Pollard School Gym from 7am until 8pm. It is the 100th anniversary of the State's Primary. On display was the original 1892 ballot box issued by the State of NH to Plaistow.

All of the Town Officials then introduced themselves. Rules of the meeting were read and Selectman, John Sherman read a list of non-residents that may be asked to speak on some of the articles. Martha Sumner seconded the motion to allow them to speak if requested. A vote was taken to allow them to speak if needed and it passed by a voice vote.



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Bob then explained that the Deliberative Session is part one of the Town Meeting and invited the residents to meet on March 8, 2016 to vote on the candidates and the articles on the ballot.

Bob went on to read the first article, which will be the voting of the candidates.

A motion was made by Steve Ranlett with a second by Budget Committee by Dennis Heffernan. With no discussion the article will appear as written.

PUBLIC SAFETY COMPLEX EXPANSION BOND ISSUE-

Article P-16-02: Shall the Town vote to raise and appropriate the sum of \$8,500,000 for the expansion of the Public Safety Complex and to authorize the issuance of not more \$8,500,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon? This expansion shall include all remaining design work, building construction and/or renovation, site work, permit fees, access road construction, and building interior equipage. This will be a non-lapsing warrant article under RSA 32:7, VI and will not lapse until the project is completed or by December 31, 2021, whichever is sooner. Passage of a bond warrant article requires a 3/5 ballot vote.

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (6-0-0). This bond request is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To finance the construction of a new Police Station and improvements to the existing Public Safety Complex for the Fire Department. In 2015, the Board of Selectmen (BOS) engaged the services of an Owners Project Manager (OPM) to help reduce the scope and cost of the proposed project from \$11 Million to \$8.5 Million. The BOS also hired a General Contractor to help provide additional cost certainty and mitigate risk for the proposed project.

Additionally, there are currently many serious deficiencies with the existing Police Station that have been identified. Some examples are:

- **Non-ADA compliant by Federal Standards**
- **No sight and sound separation for males, females, and juveniles as required by state and federal laws**
- **Holding cells pose undue safety hazard to detainees and police staff due to antiquated design**
- **Detective/investigative function located in a trailer behind existing building**
- **Safety issues with prisoner separation from administrative staff and public**
- **Lack of storage – some evidence housed off site that poses safety and security risks**
- **Building does not meet standards to allow the granting of National Accreditation for Police Department Facilities**
- **Through a series of additional meetings with the Town and Public Safety Departments, the space needs analysis and conceptual plans were pared down to four key projects:**



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- **Single Story 13,964 +/- sq ft Police Station that would include significant upgrade for the Fire Department;**
- **Renovation to the existing Fire Station that would support future accommodation for 24/7 operations for the Fire Department;**
- **Reduction in scope of an access road adjacent to the cemetery (which includes elimination of the drainage pond/attractive nuisance adjacent to the Safety Complex);**
- **A community meeting room and training hall]**

Article was read by Bob Harb, a motion made by Selectmen John Sherman and a second by Dennis Heffernan. John then explained the article and spoke on the history of the warrant. The Selectmen's hopes were that this warrant would be on the 2009 ballot, the same year that the Library bond was paid off. This year the Selectmen hired an Owners Project Manager (OPM) who was able to get some firm cost numbers, resulting in a drop to \$8.5 million from the original 2015 warrant number of \$11 million.

Chief John McArdle informed the body that the fire department was housed in the historical building and the Police Department was in the Town Clerk's Office prior to building the J Fitzgerald safety Complex. At that time the fire calls from 1985 totaled 400, the number was 1061 in 2015 and the projection is around 2000 in 2016. John then informed everyone that 55% of the called are residential and 22% are commercial calls. John also explained about the desperate space needs and invited the public to attend an open house at the safety complex to see for themselves.

John Sherman explained the cost analysis showing how the first year of the bond would cost a resident owning a home valued at 250,000, \$183.00 the first year.

Citizen James Peck with Citizens for a Better Plaistow, is working with both chiefs to prepare a fact sheet to help citizens make an informed choice. He also stated that the project in 1986 had a tax impact which would equate to over \$400 for a \$250,000 home today. He also said that the interest rate was figured on the higher end for the projections and will probably be lower.

Other residents spoke in support of the article stating how shaved down the expenses are and that the time is now, we need this to continue to grow. It was also mentioned that the price is a guaranteed maximum price unless the Town makes changes. Any overages will be the responsibility of the builder. All contracts are available on the Town's web site.

Citizen Ryan LaBrecque stated he was new to town and noticed that taxes keep going up and wondered how the town combats this. Several board members and Town Manager explained that the town portion of his tax bill has been kept very level for several years and it was the school portion that has been going up each year. The school portion is out of our control.



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Citizen Scott Sullivan stated that he didn't see bathrooms in the holding area of the plans. Sean Fitzgerald told him that the full schematics are available to view.

With no further question, the article will appear as written.

OPERATING BUDGET

Article P-16-03: Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant article and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$8,353,355**? Should this article be defeated, the operating budget shall be **\$8,319,818** with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (6-0-0).)

The motion was made by Selectman, Steve Ranlett with a second by Budget Chairman Martha Sumner. Martha then went on to explain the article and read off each budget line.

Jim Peck asked about the revaluation cost numbers. Sean explained that it's in the assessing budget as this year 100% of the properties will be re-evaluated and that the commercial revaluation is expensive causing the assessment budget line to increase by \$36,000.00.

Ryan LaBrequé asked what drives the library budget. Library trustee chairman, Cathy Willis stated that the library budget is all inclusive from lawns to supplies and salaries.

Resident Kimberly Raymond wanted to be clear that the warrant articles are not included in the operating budget nor is the bond article. It was explained to her that there is a handout explaining what the tax impact would be from each article.

With no further discussion the article will appear as written.

HIGHWAY DEPARTMENT EQUIPMENT CAPITAL RESERVE FUND DEPOSIT

Article P-16-04: Shall the Town vote to raise and appropriate the sum of \$78,000 to be added to the existing Highway Department Equipment Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (6-0-0); and this funding is included in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)

[Intent: To continue to set aside money for future purchases of Highway Department equipment, per the Highway Equipment Replacement Plan as published in the Town Report. Putting funds aside each year will allow for the orderly replacement of highway vehicles while leveling the yearly tax impact. This money can only be spent by a future vote at Town Meeting. These funds will be invested in an interest bearing account.]



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Available balance of the Highway Department Equipment Capital Reserve Fund is \$280,387 as of December 31, 2015.

The motion was made by Martha Sumner and second by Steve Ranlett. Selectmen Tammy Bergeron explained the article. There was no discussion; therefore the article will appear as written.

FIRE DEPARTMENT CAPITAL RESERVE FUND DEPOSIT

Article P-16-05: Shall the Town vote to raise and appropriate the sum of \$105,000 to be added to the existing Fire Department Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (6-0-0). This funding is included in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)

[Intent: To continue to set aside money for future purchases of Fire Department vehicles, per the Fire Department Vehicles Replacement Plan as published in the Town Report. Putting funds aside each year will allow for orderly replacement of fire vehicles while leveling the yearly tax impact. This money can only be spent by a future vote at Town Meeting. This money is invested in an interest bearing account.]

Available balance of the Fire Department Capital Reserve Fund is \$423,635 as of December 31, 2015.

The motion was made by Steve Ranlett with a second by Tricia Holt, Budget Committee and explained by Selectmen Julian Kiszka.

Chief McArdle explained that sometimes the department will push off replacing a truck for a few years when possible.

With no discussion the article will appear as written.

SELF-CONTAINED BREATHING APPARATUS (SCBA) CAPITAL RESERVE FUND DEPOSIT

Article P-16-06: Shall the Town vote to raise and appropriate the sum of \$33,400 to be added to the existing Self-Contained Breathing Apparatus (SCBA) Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (6-0-0). These funds are in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)

[Intent: To set aside money for future replacement of the SCBA, cylinders, and masks. Putting money aside each year will allow for the orderly replacement of this equipment while leveling the yearly tax impact. This money can only be spent by a future vote at Town Meeting. These funds will be invested in an interest bearing account. The total cost of replacement is \$200,000. This is the year of a six year deposit plan.]

Available balance of the Self-Contained Breathing Apparatus Capital Reserve Fund is \$33,431 as of December 31, 2015.



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A motion was made by Budget Committee member, Dennis Heffernan, second by Tricia Holt, and then explained by Steve Ranlett.

Chief McArdle explained that the current units were purchased in 2005 and the replacement costs will be expensive. Setting the money aside plans for the purchase, leveling the cost to the tax payers. It also allows the town to apply for grants if the opportunity arises.

With no discussion the article will appear as written.

UNMARKED POLICE VEHICLE CAPITAL RESERVE FUND CREATION AND DEPOSIT

Article P-16-07: To see if the Town will vote to establish an Unmarked Police Vehicle Capital Reserve Fund, to raise and appropriate the sum of \$12,000 to be added to said fund, and to designate the Board of Selectmen as Agents? This reserve fund shall fund the replacement of all unmarked police vehicles that do not participate in the annual cruiser replacement program funded through the Town Budget.

(Recommended by the Board of Selectmen (3-2-0) and the Budget Committee (5-0-1). These funds are in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To establish a fund to allow the Town to set aside money for future purchases of unmarked Police Department vehicles. Putting money aside each year will allow for the orderly replacement of these vehicles while leveling the tax impact. The money in the Capital Reserve Fund can only be spent by a future vote at Town Meeting. These funds will be invested in an interest bearing account.]

A motion was made by John Sherman and second by Steve Ranlett, and explained by John Sherman.

Steve Ranlett motioned to amend the article by "deleting, from the intent," "The money in the capital reserve fund can only be spent at a future town meeting". The amendment was seconded by Martha Sumner.

Kimberly Raymond wanted to know why change the wording and not let the public vote to spend the money. Police Chief, Kathy Jones said that sometimes they need a vehicle to be replaced right away and they can't wait until the next voting cycle, as in the case of the Animal Control Officer (ACO) pickup. Kim asked if there wasn't some other way to replace a vehicle in an emergency. Martha Sumner replied, No. If it's not in the operating budget or a capital reserve fund, then, it can't be done.

Citizen Robert Zukas asked if the town passes vehicles on to another department and if we get the building inspector gets a new truck can the ACO have his pickup. Sean explained that we do that, but the building inspector's truck is already slated for the maintenance department, which has been without a truck for a few years.

A vote was taken on the amendment and was passed with a voice vote.



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Resident Bob Gray asked which selectmen cast a no vote and which budget committee member abstained from voting and why. Selectman Julian said he voted no as he frequently changes his mind as more information comes forth and Budget Committee member Laurie Milette abstained as she felt with the bond article, there was enough money articles on the table.

An amendment was purposed by Citizen Barbara Klisza with a second by Martha Sumner to replace the words "unmarked" with "non-patrol" throughout the article.

Steve Ranlett asked the moderator if this would change the intent of the article and was told yes. Barbara then withdrew her amendment.

A vote was taken and the article will appear with the first amendment.

At this time in the meeting a request was made by Norman Major, Assistant Moderator and second by Chief Kathy Jones to recess for one hour until 2PM, so that people at the meeting could have a chance to attend the services for long time resident/Pollard School teacher, Phyllis Simmons, who passed away earlier this week.

A vote was taken and passed.

At 2PM Moderator Bob Harb called the meeting to order.

BUILDING SYSTEMS CAPITAL RESERVE FUND DEPOSIT

Article P-16-08: Shall the Town vote to raise and appropriate the sum of \$11,902 to be added to the existing Building Systems Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (6-0-0); and this funding is included in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace funds spent in 2015 for unanticipated maintenance or repairs to Town-owned buildings and to continue to set aside money for future repairs of building systems in Town owned properties. Buildings are one of the Town's largest capital assets and these funds are used to maintain and repair systems such as heating and ventilation, electrical and plumbing. Monies from this fund would be used for repairs that are unanticipated prior to Town Meeting and that cannot wait until a future meeting. This money can only be spent with the approval of the Board of Selectmen. These funds will be invested in an interest bearing account.]

Available balance of the Building Systems Capital Reserve Fund is \$19,549 as of December 31, 2015.

A motion was made by Steve Ranlett with a second by Dennis Heffernan and the article was explained by Steve Ranlett. He stated the need to help pay for emergency repairs like the well failure in 2015, plus the extra snow removal.



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Ryan LaBrecque asked if the whole \$11,000 was needed as the fund balance is around \$20,000. It was explained that the fund balance will be around \$11,000 less once the expended funds are paid back into the general funds.

With no further questions the article will appear as written

Barbara Kiszka moved to reconsider P-16-07, second by Tricia Holt. A hand count vote was taken with 12 yes and 14 no votes.

A motion was made by Steve Ranlett to restrict reconsideration of Articles 1-8. Kimberly Raymond stated she was opposed to this. A hand count vote was taken and passed with 19 yes and 11 no.

LIBRARY CAPITAL RESERVE FUND CREATION AND DEPOSIT

Article P-16-09: Shall the Town vote to create a Library Capital Reserve Fund for the purpose of capital improvements, repairs, renovations, and additions to the Library, and to raise and appropriate \$50,000 to be deposited in said fund, and further to designate the Board of Selectmen as Agents of the fund?

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (6-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: The creation of this capital reserve fund will allow for level funding of Library Capital Improvements documented in the Infrastructure Evaluation Study for Plaistow Public Library prepared by the Castagna Group and accepted by the Library Board of Trustees. The first year of projects will include replacement of the sprinkler system and repair the septic system. Depositing funds each year into a Capital Reserve Fund will allow for orderly repairs, renovations and improvements to the Library's capital assets while leveling the yearly tax impact. These funds will be invested in an interest bearing account]

A motion was made by Selectmen Tammy Bergeron with a second by Julian Kiszka the article was explained by Tammy Bergeron. Cathy Willis stated that the building is now 15 years old and things need to be updated and some repaired. The sprinkler system has some major problems and needs to be updated before it completely fails.

With no questions the article will appear as written.

CABLE DEPARTMENT CAPITAL RESERVE FUND CREATION AND DEPOSIT

Article P-16-10: Shall the Town vote to create a Cable Department Capital Reserve Fund to be used for the replacement and/or purchase of new equipment for the Cable Department, and to raise and appropriate \$70,000 from unassigned fund balance to be deposited in said fund, and further to designate the Board of Selectmen as Agents?

Appropriation:	\$70,000
Withdrawal from the Unexpended Fund Balance:	-\$70,000
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Amount to be raised by 2016 taxation:	\$0



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(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (6-0-0). This expense is in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)

[Intent: To begin to set aside money for funding future Cable Department Equipment. To replace the current message server and current production server with newer technology and an enhanced set of features. Cable franchise fees have been collected and as required placed into the General Fund. They provide the source of the money to be withdrawn from the Unexpended Fund Balance. Putting funds aside each year will allow for the orderly replacement of the Cable Department equipment, as outlined in the Town's Capital Improvement Plan, while leveling the yearly tax impact. These funds will be invested in an interest bearing account.]

A motion was made by John Sherman with a second by Tricia Holt and was explained by John Sherman. He stated that the article was defeated last year. Also, that in the past the cable franchise funds went into a cable fund. The state decided that they should go into the general funds with the thought that the funds could support upgrades in the future. He stated that the current system has many problems and putting \$70,000 this year and \$35,000 annually will keep the system updated.

Kimberly Raymond asked how much revenue the cable franchise brings in annually. Sean stated around \$120,000 and putting some away allowed the balance to go into the general fund thus offsetting real estate taxes a bit. He also explained to her that the budget line only covers running cost not repairs.

Susan Sherman, Cable Committee member, stated that the current equipment stutters and needs to be replaced.

With no further discussion the article will appear as written.

A motion was made by Steve Ranlett with a second by Tricia Holt to restrict further reconsideration of Article P-10-16 and passed with a voice vote.

CONSERVATION FUND DEPOSIT

Article P-16-11: Shall the Town vote to raise and appropriate the sum of \$10,000 to be deposited into the existing Conservation Fund as provided for in RSA 36-A?

(Recommended by the Board of Selectmen (5-0-0) and by the Budget Committee (6-0-0). This funding is included in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)

[Intent: To add funding to the Plaistow Conservation Fund. The Conservation Commission intends to purchase land, easements, and/or other land rights to preserve the natural environment. These funds will be invested in interest bearing accounts.]

Available balance of the Conservation Fund is \$60,386 as of December 31, 2015.
Available balance of the Forestry Fund is \$26,379 as of December 31, 2015.



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A motion was made by Steven Ranlett with a second by Tricia Holt, the article was explained by Steven Ranlett. Kimberly Raymond asked why a separate fund was listed for the Forestry Fund and was told by John Sherman that a resident, Eleanor Peabody, asked for it to be listed years ago.

Tim Moore, Conservation Member, reminded the attendees that the Southeast Land Trust manages the forest but doesn't maintain the trail system, and watch the boundaries.

The article will appear as written.

A motion was made by Steve Ranlett to restrict reconsideration and was passed by a voice vote.

RECREATION PLAN CAPITAL RESERVE FUND DEPOSIT

Article P-16-12: Shall the Town vote to raise and appropriate the sum of \$50,000 to be deposit into the existing Recreation Plan Capital Reserve Fund and to designate the Board of Selectmen as Agents of the fund?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (6-0-0). This funding is included in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)

[Intent: In 2012, the Recreation Commission completed a rewrite of the Recreation Chapter of the Plaistow Master Plan. The Recreation Department also developed a Strategic Recreation Plan that includes a list of the recreation projects that the Town should pursue in order to meet all of its recreational needs. Establishing this Recreation Fund has allowed the Town to stabilize year-to-year variations in capital outlays for the various recreation projects and reduce or eliminate interest payments by having the cash on hand. Overall, this will facilitate the implementation of the Master Plan through the scheduling of proposed projects over a period of time in order to allow the Town to attain the goal of implementing the needed projects in order to meet the recreation needs of the residents of Plaistow. A few examples of projects planned for 2016 include the creation of a community garden; relocation of the Town's skate board park; new basketball and wall courts; additional playground equipment at PARC; and the establishment and support for recreational trails for Plaistow. These funds will be invested in an interest bearing account]

Available balance of the Recreation Plan Capital Reserve Fund is \$100,158 as of December 31, 2015.

A motion was made by Martha Sumner with a second by Tammy Bergeron and the article explained by Steve Ranlett who also recognized Recreation Director, Christina Cruz's great work and involvement.

Ryan LaBreque requested an amendment to change the words need and needs to desires and desired with a second by Kimberly Raymond. A voice vote was taken and failed.



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The Article will appear as written.

TRANSPORTATION INFRASTRUCTURE CAPITAL RESERVE FUND CREATION AND DEPOSIT

Article P-16-13: Shall the Town vote to establish a Transportation Infrastructure Capital Reserve Fund for the level funding of transportation infrastructure projects including preliminary engineering expenses, Right-of-Way expenses, construction expenses, sources for matching state and federal funds, to raise and appropriate the sum of \$50,000 to be deposited into said fund, and further to designate the Board of Selectmen as Agents?

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (6-0-0). This expense is in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)

[Intent: To begin to set aside money for public safety improvements, hazardous mitigation investments and traffic calming investments along Main Street as identified in the Transportation Chapter of Master Plan. These funds will help support improvements to the Town's transportation infrastructure, including the Pollard Road drainage and realignment and the Main Street conceptual design and preliminary engineering for intersection improvements. These funds will be invested in an interest bearing account.]

A motion was made by Julian Kiszka with a second by Tammy Bergeron and the article was explained by Julian Kiszka.

Chief McArdle motioned to amend the intent to strike "along Main Street" with a second by Steve Ranlett. A vote was taken and the amendment passed.

Kimberly Raymond asked why another reserve fund to add to the tax impact. W. David Gerns, Budget Committee, stated that it's a tool to stabilize tax rates, to do capital improvements. The operating budget is for the day to day running of the town.

Susan Sherman, former middle school teacher, Cable Committee and Elder Affairs Committee, expressed the need for sidewalks, especially in the school zones.

The article will appear as amended.

HIGHWAY DEPARTMENT FRONT END LOADER REPLACEMENT

Article P-16-14: Shall the Town vote to raise and appropriate the sum of \$120,000 for the replacement of the 2001 Caterpillar 924 Front End Loader and to withdraw \$117,100 from the Highway Department Equipment Capital Reserve Fund and to withdraw \$2,900 from the Town of Plaistow's New Road Impact Fee Fund?

Appropriation	\$120,000
Withdrawal from the Highway Department Capital Reserve Fund	-\$117,100
Withdrawal from the New Road Impact Fee Fund	-\$2,900
Amount to be raised by 2016 taxation	\$0



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(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (6-0-0). This expense is in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the 2001 Caterpillar 924 Front End Loader as part of the replacement schedule for Highway Department vehicles. Some of the significant issues currently are the transmission is slipping, the water pump leaks, head gasket is leaking which would include replacing several other engine components, bucket issues and front fender bracket has rotted off. Timely replacement of vehicles ensures maintenance costs and vehicle downtime are minimized while driver safety is maximized. The Town may sell/surplus the Town's current Front End Loader.]

A motion was made by Steve Ranlett with a second by Tammy Bergeron and Tricia Holt, and then explained by Steve Ranlett.

Robert Zukas made a motion with a second by Martha Sumner to strike the word "may" and insert the word "will" sell/surplus at the last sentence in the intent. A vote was taken and the amendment passed.

Sam Carifo, Budget Committee, stated that the unit has another 15 years of life so repairing is a better option than purchasing new. He also stated that the department has two other machines that can do the job if needed.

With no further questions the article will appear as amended.

RAISE FOR THE TOWN CLERK

Article P-16-15: Shall the Town vote to authorize that the position of Town Clerk receive a raise in the amount of \$5000.00, beginning April 1 of 2016. The current salary is \$40,916, if passed, this warrant would bring the salary in 2016 to \$45,916.

Proposed Increase (9 months)	\$3,750.
Roll up costs (SS, Medicare & NHRS)	\$ 706.
Total raised by Taxes in 2016	\$4,456

(Recommended by the Board of Selectmen (4-1-0) and the Budget Committee (6-0-0).)

[Intent: In July 2015 the State Legislature passed HB258 granting a raise in the Town Clerk Fee from \$1.00 to \$2.00 per vehicle. This was intended as a raise for town clerks, especially for those clerks still on fees. Since 1993 Plaistow voted to take all fees into the general fund and pays the position of Town Clerk a salary. This fee accounts for over \$10,000 in 2014, over \$15,000 in 2015 and will double to around \$21,000 in 2016 with this change in the law.]

A motion was made by Martha Sumner with a second by Tricia Holt with an explanation by Steve Ranlett.

Maryellen Pelletier, Town Clerk stated the she was asking for the raise now due to the increase in the Town Clerk fee of \$1.00 per vehicle which will generate an addition \$10,000 plus in 2016. She



Town of Plaistow, New Hampshire

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also stated that the position of Town Clerk's salary in Plaistow is lower than most other Towns of similar size in NH.

Several residents commented that the clerk is always friendly and helpful and is doing a great job.

With no further discussion the article will appear as written.

ESTABLISHMENT OF A SOLAR ENERGY SYSTEMS EXEMPTION

Article P-16-16: Shall the Town adopt the provisions of RSA 72:61-64 inclusively, which provide for an optional property tax exemption from the property's assessed value for property tax purposes, for real property which is equipped with solar energy systems intended for use at the immediate site. Such property tax exemption shall be in the amount equal to 100% of the assessed value of qualifying solar energy system equipment under these statutes.

(Recommended by the Board of Selectmen (5-0-0).)

[Intent: The tax exemption is to encourage the installation of solar energy systems. Solar energy systems can be expensive, and people who make the decision to install solar systems are primarily motivated by the larger environmental and economic issues associated with energy consumption. Similar tax exemptions already exist in approximately 63 towns in New Hampshire.]

A motion was made by Steve Ranlett with a second by Tricia Holt then the article was explained by Julian Kiszka.

Dean Nitakos, Budget Committee, asked if the cost of a system was to be \$5000, and the taxes are \$5000 for a tax year, would there be no taxes. It was explained that his statement was untrue. The cost of the system would not up the assessment on the property like other improvements do.

Chief McArdle was concerned that if the cost was \$30,000 then when the resident sold their property the assessment would be low but the purchase price higher because of the improvement thus affecting other sales.

With no further discussion the article will appear as written.

CITIZEN'S PETITION

Article P-16-17: Are you in favor of making a policy that any employee of Town of Plaistow being paid over \$60,000 must reside in the Town of Plaistow?

(The Board of Selectmen unanimously voted to NOT recommend this warrant article.)

A motion was made by John Sherman with a second by Tricia Holt then John Sherman explained the article as the petitioner didn't attend the meeting. He stated that our Town Solicitor said the legal action is ongoing currently in NH on this type of article.



Town of Plaistow, New Hampshire

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Dean Nitakos, asked if it violates fair labor practice and was told probably by Sean.

Kathy Jones said that it would impair hiring good police officers.

Robert Zukas, presented an amendment to change to amount to \$400,000 with a second by Gary Ingham.

Discussion pointed out that changing the dollar amount would probably make the article pass and could cause legal action. Leaving it alone would hopefully make it fail.

A hand count vote was taken and the amendment failed.

With no further discussion the article will appear as written.

Proposed Plaistow Zoning Amendment Z-16-01

Are you in favor of amending the Zoning Ordinance "Article III, General Provisions §220-8.1 Residential Garages" by deleting Section A (structure size restrictions based on lot size) in its entirety:

Lot Size _____ (square feet)	Permitted Square Footage
Up to 40,000 _____	900
40,001 to 80,000 _____	1,200
80,001 to 120,000 _____	1,500
120,001 to 200,000 _____	1,800

[Intent: To eliminate the size restriction for a residential garage provided all other applicable zoning, such as setbacks and lot coverage is compliant, or a variance is granted.]

Proposed Plaistow Zoning Amendment Z-16-02

Are you in favor of amending the Zoning Ordinance "Article IX, Signs, §220-58.1. Residential districts" by adding a new (D) which will read:

"Signs may be erected to designate the name of a residential subdivision. The size of the sign may not exceed eight square feet."

[Intent: To allow a sign that will identify a residential subdivision. Such a sign would increase traffic safety by providing advance identification of the subdivision.]

Proposed Plaistow Zoning Amendment Z-16-03

Are you in favor of amending the Zoning Ordinance "Article V, Establishment of Districts and District Regulations, Table 220-32B. Commercial I, D. Special Exception Criteria for the use "Care and Treatment of Animals" by adding a new (10) which will read:



Town of Plaistow, New Hampshire

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“Facilities for the care and treatment of animals shall be a stand-alone business and not located in a retail plaza.”

[Intent: To restrict and prevent facilities that house numbers of animals for longer periods of times from being located in retail plazas, particularly where there are, or could be food establishments.]

Proposed Plaistow Zoning Amendment Z-16-04

Are you in favor of amending the Zoning Ordinance “Article IX, Signs, §220-61 Prohibited signs.

(1) Off-site signs: by adding a new section (b) which will read:

“(b) Exemption: Plaistow Non and Not-for Profit Organizations may obtain a permit for temporary signage to advertise for a membership drive and/or special event with the following conditions:

(1) Definition: For purposes of this section of the ordinance only, Plaistow Non and Not-for Profit Organization shall be defined as:

Churches with a physical location in Plaistow

Timberlane Regional School District

Civic/Social Organizations/Clubs (i.e. Lions Club, Fish & Game Club, Knights of Columbus, Boy/Girl Scouts and the like) with a recognized chapter in Plaistow

(2) The event must be sponsored by a Plaistow Non or Not-for Profit Organization as defined above

(3) The event for which the sign permit is being sought, must be held in Plaistow

(4) Signs may be put up no earlier than two (2) weeks prior to an event and must be removed within one (1) week after the event.

(5) A permit from the Department of Building Safety is required

(6) No more than twenty (20) signs may be erected under this permit

(7) No more than one (1) permit per event

(8) There is no fee for this permit

(9) This permit is for temporary signage only. All permanent signage must comply with all other sections of Article IX

[Intent: To allow only Plaistow-based Non and Not-for Profit Organizations to have off-site, temporary signage, to advertise their Plaistow events, without a fee. Currently, only on-site (on the owner's property) signs are permitted under the ordinance.]

It was noted that Article P-16-12 needed the word “deposi”t corrected to “deposited” in line one.

Bob Harb closed the meeting at 4:45PM.

Budget Committee held a brief meeting to re-vote on the articles after the changes. Votes were reported to the Clerk on Monday, February 1 by secretary Dee Voss.

Respectfully submitted,

Maryellen Pelletier
Town Clerk



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



2016 WARRANT AND ELECTION RESULTS OF THE MARCH 10, 2016 TOWN MEETING

SELECMAN vote for 2

Ty Vitale	243
Peter Bracci	**394
James Dalton	130
Joyce Ingerson	308
Kimberly .J Raymond	355
John sherman	**773

BUDGET COMM vote for 3

W. David Gerns	483
Francine Hart	**556
Tricia Holt	**593
Dennis Heffernan	**712

BUDGET COMM vote for 2

Scott Sullivan	**549
Bob Hamilton	446
Lisa Lambert	**448
Peter Lambert	216

PLANNING BOARD

Laurie A. Milette	**915
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LIBRARY TRUSTEE vote for 2

James M. Peck	**832
Luann H. Blair	**827

LIBRARY TRUSTEE vote for 1

Jane Query	**917
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CONFLICT OF INTEREST vote for 2

CONFLICT OF INTEREST vote for 1

Audrey Crossman Peck	**821
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TOWN CLERK vote for 1

Maryellen Pelletier	**1066
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MODERATOR vote for 1

Bob Harb	**983
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TRUSTEE OF TRUST FUNDS vote for 1

Michelle Conte (write-in)	**22
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TREASURER vote for 1

Nancy L. Bolduc	**929
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AUDITOR vote for 2

James M. Peck	**773
Gary Ingham	**760

PUBLIC SAFETY COMPLEX P-02

YES	**737	3/5 required
NO		474

OPERATING BUDGET P-03

YES	**815
NO	382

HIGHWAY DEPT EQUIPMENT P-4

YES	**772
NO	433

FIRE DEPT CAPITAL RESERVE P-5

YES	**866
NO	350

BREATHING APPARAUTS P-6

YES	**949
NO	278

UNMARKED POLICE VEHICLE P-7

YES	457
NO	**775

BUILDING SYSTEMS FUND P-8

YES	**834
NO	381

LIBRARY CAPITAL RESERVE P-9

YES	**670
NO	556

CABLE DEPT CAPITAL RESERVE P-10

YES	**683
NO	508

CONSERVATION FUND P-11

YES	**749
NO	448

RECREATION PLAN RESERVE P-12

YES	**632
NO	569



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



2016 WARRANT AND ELECTION RESULTS OF THE MARCH 10, 2016 TOWN MEETING

TRANS INFRASTRUCTURE P-13

YES	**638
NO	554

HIGHWAY LOADER REPLACE. P-14

YES	**800
NO	404

RAISE FOR TOWN CLERK P-15

YES	**739
NO	483

SOLAR SYSTEMS EXEMPTION P-16

YES	**737
NO	466

CITIZEN'S PETITION P-17

YES	**605
NO	597

ZONING ARTICLE Z-01

YES	**642
NO	426

ZONING ARTICLE Z-02

YES	**793
NO	316

ZONING ARTICLE Z-03

YES	**629
NO	450

ZONING ARTICLE Z-04

YES	**800
NO	300

Total Registered voters 5403
includes 16 new voters

23.4% voter turnout

SCHOOL BALLOT

SCHOOL BOARD MEMBER

Sarah Machemer	465
Daniel Guide	**552

BUDGE COMM MEMBER

W. David Gerns	**843
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OPERATING BUDGET #2

YES	**895
NO	303

CAPITAL RESERVE FUND #3

YES	**756
NO	443

COLLECTIVE BARGAINING #4

YES	**794
NO	417

AUTHORIZATION OF MEETING #5

YES	**894
NO	283

DANVILLE ELEM SPRINKLER #6

YES	523
NO	**665

MIDDLE SCHOOL RENOVATION #7

YES	390
NO	**816

ACCEPTANCE OF REPORTS #8

YES	**982
NO	176

SELF-FUNDING FULL TIME

KINDERGARTEN #9

YES	563
NO	**616



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



MINUTES OF THE RECOUNT OF ARTICLE P-16-02

March 22, 2016 9:00 AM

Great Hall of the Town Hall of Plaistow

Moderator Robert D. Harb called the meeting of the Board of Recount to order. Roll call was taken. Selectmen Steven Ranlett, John Sherman, Tammy Bergeron, Julian Kiszka and Peter Bracci, Deputy Town Clerk Martha Fowler and Moderator Robert Harb were present. At this time, the Deputy Town Clerk, Martha Fowler, was asked to rise. She is acting in place of the Town Clerk, Maryellen Pelletier, who is away on vacation this week. Mrs. Fowler was asked to swear an oath to perform her duties as acting Town Clerk.

All present pledged allegiance to the flag. The Moderator entertained a motion from the board to elect a chairman of the Board of Recount. Selectman Ranlett motioned to have Moderator Robert “Bob” Harb as chairman with a second on the motion by John Sherman. A vote was taken and the motion passed. The Moderator read the recount petition and a motion to recount Article P-16-02 only was made by Steve Ranlett and seconded by John Sherman. A motion was made to approve the recount procedure as outlined in the letter sent by the Clerk’s office to the recount requesters. The motion was passed.

The 2016 ballot was printed on three different colored paper. Page one was salmon color. Page two and three were white and the Timberlane School District ballot page was yellow.

The recount preceded with inspection and counting of the uncast ballots. The boxes of pages of the cast ballots that didn’t have Article P-16-02 on them were inspected to ensure there were no salmon pages in them. Each time a box was opened, a resident was called forward to confirm the absence of any salmon pages until the boxes with Article P-16-02 (salmon pages) were opened. The cast ballots for P-16-02 were separated by YES and NO votes. The piles of each vote were counted and double counted. Moderator Harb gathered the results and calculated the results;

YES votes 737 NO votes 475 Blank votes 54

P-16-02 passes with 60.8%.

Respectfully submitted,

Martha L. Fowler
Deputy Town Clerk



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



FINANCIAL REPORT OF THE TAX COLLECTOR (MS-61) **For the Municipality of PLAISTOW Year Ending 2016**

DEBITS

UNCOLLECTED TAXES BEG. OF YEAR*		Levy for Year of this Report 2016	PRIOR LEVIES (PLEASE SPECIFY YEARS)		
				2015	1990
Property Taxes	#3110			708455.82	27102.60
Resident Taxes	#3180				
Land Use Change	#3120				
Yield Taxes	#3185				
Excavation Tax @ \$.02/yd	#3187				
Utility Charges	#3189				
Property Tax Credit Balance**					
Other Tax or Charges Credit Balance**					
TAXES COMMITTED THIS YEAR				For DRA Use Only	
Property Taxes	#3110	21853131.00			
Resident Taxes	#3180				
Land Use Change	#3120	40000.00			
Yield Taxes	#3185	881.62			
Excavation Tax @ \$.02/yd	#3187				
Utility Charges/WATER	#3189	91839.99			
OVERPAYMENT REFUNDS					
Property Taxes	#3110	54775.67		49.12	
Resident Taxes	#3180				
Land Use Change	#3120	2492.35			
Yield Taxes	#3185	7.75			
Excavation Tax @ \$.02/yd	#3187				
Utility Charges/WATER	#3189	40.80			
Interest - Late Tax	#3190	7990.92		33411.52	
Tax Penalty	#3190	75.00		3012.75	
TOTAL DEBITS		\$22,051,235.10	\$0.00	\$744,929.21	\$27,102.60

*This amount should be the same as the last year's ending balance. If not, please explain.

**Enter as a negative. This is the amount of this year's amounts pre-paid last year as authorized by RSA 80:52-a.

**The amount is already included in the warrant & therefore in line #3110 as postive amount for this year's levy.



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



FIFINANCIAL REPORT OF THE TAX COLLECTOR (MS-61) ***For the Municipality of PLAISTOW Year Ending 2016***

CREDITS

REMITTED TO TREASURER	Levy for Year of This Report	PRIOR LEVIES (PLEASE SPECIFY YEARS)		
			2015	1990
Property Taxes	21010795.35		420744.72	
Resident Taxes				
Land Use Change	42492.35			
Yield Taxes	271.27			
Interest (include lien conversion)	7990.92		33411.52	
Penalties/lien costs	75.00		3012.75	
Excavation Tax @ \$.02/yd				
Utility Charges/WATER	90250.59			
Conversion to Lien (principal only)			281963.22	
DISCOUNTS ALLOWED				
ABATEMENTS MADE				
Property Taxes	3375.00		5797.00	
Resident Taxes				
Land Use Change				
Yield Taxes				
Excavation Tax @ \$.02/yd				
Utility Charges				
CURRENT LEVY DEEDED				
Property Taxes	901934.82			27102.60
Resident Taxes				
Land Use Change				
Yield Taxes	618.10			
Excavation Tax @ \$.02/yd				
Utility Charges/WATER	1630.20			
Property Tax Credit Balance**				
Other Tax or Charges Credit Balance**	-8198.50			
TOTAL CREDITS	\$22,051,235.10	\$0.00	\$744,929.21	\$27,102.60

**Enter as a negative. This is the amount of taxes pre-paid for next year as authorized by RSA 80:52-a
(Be sure to include a (+) amount in the appropriate taxes or charges actually remitted to the treasurer).

MS-61



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



FINANCIAL REPORT OF THE TAX COLLECTOR (MS-61) **For the Municipality of PLAISTOW Year Ending 2016**

DEBITS

	Last Year's Levy	PRIOR LEVIES (PLEASE SPECIFY YEARS)		
	2015	2014	2013	2012-1991
Unredeemed Liens Balance - Beg. Of Year	302189.28	146420.03	90214.05	477040.67
Liens Executed During Fiscal Year				
Interest & Costs Collected (After Lien Execution)	11886.69	22729.62	25552.23	5526.5
MTGN FEES	720.40	656.00	722.00	368.00
TOTAL DEBITS	\$314,796.37	\$169,805.65	\$116,488.28	\$482,935.17

CREDITS

REMITTED TO TREASURER		Last Year's Levy	PRIOR LEVIES (PLEASE SPECIFY YEARS)		
		2015	2014	2013	2012-1991
Redemptions		157623.14	103149.02	76997.26	17236.17
Interest & Costs Collected (After Lien Execution)	#3190	11886.69	22729.62	25552.23	5526.50
MTGN FEES		720.40	656.00	722.00	368.00
Abatements of Unredeemed Liens					
Liens Deeded to Municipality					
Unredeemed Liens Balance - End of Year	#1110	144566.14	43271.01	13216.79	459804.50
TOTAL CREDITS		\$314,796.37	\$169,805.65	\$116,488.28	\$482,935.17

Does your municipality commit taxes on a semi-annual basis (RSA 76:15-a) YES

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.

TAX COLLECTOR'S SIGNATURE 12/11/17 *Julie McNamara*

MS-61



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



TOWN CLERK FINANCIAL REPORT ***JANUARY 1, 2016 - DECEMBER 31, 2016***

W/H State NH Marriages Certified Copies	\$	11,370.00
Interware Liability W/H = E-Reg	\$	1,561.50
Dogs W/H State of NH	\$	3,030.00
Refunds W/H line	\$	228.40
UCC Fees	\$	2,190.00
Autos (11,343)	\$	1,638,844.77
E-Reg Fee	\$	1,484.50
Mail In Registration Fee	\$	8,549.00
Miscellaneous	\$	114.49
Dog License (1,352)	\$	6,755.00
Dog Pickup Fines	\$	800.00
Marriage Licenses (83)	\$	574.00
Certified Copies (1338)	\$	7,451.00
Returned Check Charges	\$	300.00
Municipal Agent Program	\$	33,342.00
Voter Check List	\$	398.50
Boat Registrations (456)	\$	8,553.58
Recordings	\$	10.00
Recount Fees	\$	10.00
Filing Fees	\$	6.00
Voter Registration Cards	\$	3.00
Title Fees	\$	4,656.00
Registration Holders (04)	\$	2.00
Dog Certified Postage	\$	168.00
Trash Stickers (1214)	\$	2,428.00
Sale of Town Keepsake Items (tree ornaments)	\$	5.50
Pole Licenses	\$	-
Sub Total	\$	1,732,835.24
Prior Year Returned Check Collected 2014	\$	1,206.61
Outstanding Checks	\$	(184.80)
Sub Total - Remitted to the Treasurer	\$	1,733,857.05
W/H State of NH Motor Vehicles	\$	584,471.12
Funds From Other Town Departments	\$	1,757,664.94
Total Funds - Remitted to the Treasurer	\$	4,075,993.11

Respectfully submitted,

Maryellen Pelletier
Town Clerk

Miscellaneous:	postage	\$	81.74
	photo copies	\$	32.75
	Total:	\$	114.49



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



FINANCIAL REPORT OF THE TREASURER - RECONCILED CASH BALANCES AS OF DECEMBER 31, 2016

The following cash balances have been reconciled by the treasurer to the respective bank accounts.

Account Name	Balance 12/31/15	Deposits 2016	Interest 2016	Withdrawals 2016	Balance 12/31/16
General Fund:					
Beg. Balance - Gen. Fund-Restated *	\$9,119,046.55				
Plus: Receipts from All Sources		\$26,110,182.86			
Plus: Transfers from Investments		\$2,687,034.58			
Plus: Interest Earned			\$7,132.83		
Less: Authorized Disbursements				\$27,547,987.44	
Less: Transfers to Departments					
End Balance Gen. Fund					\$10,375,409.38
Safety Complex Bond Acct.	\$8,500,025.00		\$20,745.38	\$1,284,983.20	\$7,235,787.18
Water Bond:					
MBIA Account - Water Bond	\$301,101.84		\$1,570.80		\$302,672.64
Impact Fees:					
Public Safety	\$130,076.04	\$24,738.80	\$170.21	\$62,233.97	\$92,751.08
Recreation	\$71,845.05	\$22,068.38	\$115.37	\$11,350.51	\$82,678.29
Roadway	\$2,970.05		\$3.28	\$2,800.00	\$173.33
Route 125	\$1.00				\$1.00
School	\$109,146.21	\$31,347.00	\$153.98	\$50,000.00	\$90,647.19
Waterline	\$15,356.23	\$2,160.00	\$21.33	\$11,192.00	\$6,345.56
Other Funds:					
Cannon & Statue	\$1,403.34		\$2.11		\$1,405.45
Conservation	\$60,386.43	\$45,212.74	\$114.40		\$105,713.57
Current Use	\$79,062.91	\$76,470.40	\$134.21	\$20,000.00	\$135,667.52
Town Forest	\$26,379.42				\$26,379.42
Recreation Rev. **	\$38,077.28		\$42.25	\$38,119.53	\$0.00
Water Supp. Line **	\$703,394.96	\$63,998.00	\$877.67	\$768,270.63	\$0.00
WWII Monument	\$86.16		\$0.13		\$86.29
Westville Rd. Mit.	\$134.01		\$0.20		\$134.21
Special Detail **	\$40,169.51	\$105,500.00	\$70.60	\$145,740.11	\$0.00
Drug Forfeiture Federal Funds	\$81,873.80	\$237.93	\$88.21	\$3,721.53	\$78,478.41
Drug Forfeiture State Funds	\$3,401.02	\$1,343.25	\$5.73		\$4,750.00
Rescue Vehicle & Medical Equipment	\$12,393.15		\$18.32		\$12,411.47
Grand Total - All Funds	\$19,296,329.96	\$29,170,293.94	\$31,267.01	\$29,946,398.92	\$18,551,491.99

* Correction of last years total found through further reconciliation.

**These 3 accounts were transferred on 10/24/2016 into and are accounted for in the General Fund.

Respectfully Submitted,

Nancy L. Bolduc, Treasurer



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE TRUSTEES OF THE TRUST FUND

2016 FINANCIAL REPORT OF THE TRUSTEES OF THE TRUST FUND

2016 Fund Name	Principal			Income				Total
	Balance Beginning of Year	Additions- Withdrawals Gain-Loss	Balance End of Year	Balance Beginning of Year	Net Income	Expended During the Year	Balance End of Year	
North Parish Cemetery Perpetual care	\$5,305.11	\$49.76	\$5,354.87	\$291.74	\$127.45	\$0.00	\$419.19	\$5,785.13
Plaistow Cemetery Perpetual care	\$116,282.15	\$3,428.62	\$119,710.77	\$21,874.32	\$3,156.00	\$0.00	\$25,030.32	\$144,741.09
Total Cemetery	\$121,587.26	\$3,478.38	\$125,065.64	\$22,166.06	\$3,283.45	\$0.00	\$25,449.51	\$150,515.15
Fire Dept. Capital Reserve	\$293,888.67	\$108,059.71	\$401,948.38	\$425.11	\$3,423.34	\$0.00	\$3,848.45	\$405,796.83
Fire Dept. SCBA	\$33,407.03	\$33,768.52	\$67,175.55	\$23.87	\$414.93	\$0.00	\$438.80	\$67,614.35
Fire Suppression Capital Reserve	\$129,052.02	-\$58,827.00	\$71,441.21	\$269.20	\$1,298.71	\$0.00	\$1,567.91	\$73,009.12
Highway Capital Reserve	\$279,950.43	-\$171,570.84	\$108,379.59	\$436.63	\$2,318.48	\$0.00	\$2,755.11	\$111,134.70
Communications Radio	\$75,020.12	\$754.61	\$75,774.73	\$82.80	\$841.03	\$0.00	\$923.83	\$76,698.56
Recreation Commission Fund	\$4.22	\$0.05	\$4.27	\$0.00	\$0.02	\$0.00	\$0.02	\$4.29
Recreation Plan Capital Reserve	\$100,029.72	\$34,122.92	\$134,152.64	\$128.03	\$1,139.34	\$0.00	\$1,267.37	\$135,420.01
Accrued Leave Expendable	\$11,614.52	\$126.86	\$11,741.38	\$1,010.30	\$141.37	\$0.00	\$1,151.67	\$12,893.05
Building Capital Reserve	\$19,507.37	\$88.98	\$19,596.35	\$41.18	\$154.08	\$0.00	\$195.26	\$19,791.61
Cell Tower maintenance Capital Reserve	\$288,311.58	\$2,902.94	\$291,214.52	\$604.78	\$3,235.36	\$0.00	\$3,840.14	\$295,054.66
Internet Expendable Trust Fund	\$11,630.64	\$117.80	\$11,748.44	\$93.49	\$131.29	\$0.00	\$224.78	\$11,973.22
P.E.G. Cable Access	\$2,276.79	\$22.96	\$2,299.75	\$8.51	\$25.58	\$0.00	\$8.51	\$2,285.30
Library	\$0.00	\$50,000.00	\$48.83	\$50,048.83	\$60.73	\$0.00	\$60.73	\$50,109.56
Town Hall Expendable	\$7,513.05	\$75.80	\$7,588.85	\$30.98	\$84.48	\$0.00	\$115.46	\$7,704.31
Pump House	\$335,106.99	\$3,372.82	\$338,479.81	\$574.19	\$3,759.10	\$0.00	\$4,333.29	\$342,813.10
Transportation Infrastructure	\$0.00	\$50,048.83	\$50,048.83	\$0.00	\$60.73	\$0.00	\$60.73	\$50,109.56
Cable Dept Equipment	\$0.00	\$70,045.57	\$70,045.57	\$0.00	\$56.68	\$0.00	\$56.68	\$70,102.25
Total Town Services	\$1,587,313.15	\$124,375.55	\$1,711,688.70	\$3,729.07	\$17,145.25	\$0.00	\$20,874.32	\$1,732,563.02
Grand Totals	\$1,708,900.41	\$127,853.93	\$1,836,754.34	\$25,895.13	\$20,428.70	\$0.00	\$46,323.83	\$1,883,078.17



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



FINANCIAL REPORT OF THE LIBRARY TRUSTEES

PLAISTOW PUBLIC LIBRARY-2016 REPORT	
INCOME	
Town of Plaistow	\$537,940
Donations, Fines, Lost Books, Book Sale & Fees	10,226
Withdrawal from Special Projects Fund	5,000
Withdrawal from Carolyn Jeffrey Memorial Fund	1,500
Interest on Deposits	350
Total Income	\$555,016
EXPENSES	
Salaries & Benefits	\$362,809
Utilities	41,213
Material Acquisitions	34,067
Online Resources	8,605
Facility Expenses	45,611
Technical Services	10,497
Supplies & Postage	18,097
Programming	17,416
Bookkeeping	4,500
Legal & Professional	0
Liability Expense	1,000
Reimbursed to Town of Plaistow	636
Total Expenses	\$544,451



Town of Plaistow, New Hampshire
2016 ANNUAL REPORT



FINANCIAL REPORT OF THE LIBRARY TRUSTEES (Continued)

LIBRARY ACCOUNT BALANCES 12/31/2016	
Funds on Deposit in Money Market at TD Bank	
Special Projects Fund	\$56,899.72
Fines/Lost Book Account	49,989.22
Restoration & Replacement	31,023.32
Memorial Funds	19,036.36
Roger B. Hill Memorial Fund	15,838.28
Francis Minnick Memorial Fund	15,511.91
Grounds Enhancement	13,882.27
Donald Murray Memorial Fund	10,341.58
Constance Cullen Memorial Fund	4,242.35
Technology Fund	2,886.39
Jean Vass Memorial Fund	2,124.74
Donald R. Willis Memorial Fund	2,118.15
Carolyn Jeffrey Memorial Fund	2,741.24
Atty. & Mrs. Samuel Conti Family Fund	767.88
Total Funds in Money Market as of 12/31/2016	\$227,403.31

Respectfully Submitted,
Jane Query, Treasurer
Board of Trustees

December 31, 2016



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



GRANTS AND DONATION RECEIVED

Amount	Source	Purpose	Dept.	Accepted
\$30,000	U.S Department of Justice	Victim Witness Advocate	Police	January 2016
\$17,666	Highway Safety Grant	Plaistow Enforcement Patrols/Radar Display/Overtime/Backfill	Police	April 2016
\$1,000	Walmart	Training Equipment	Police	October 2016
\$152,909	NH DOT- Highway Block Grant	Maintenance, Construction and Reconstruction of Class IV and V Highways	Highway	Quarterly
\$18,287	NH Dept. of Transportation	Main St Calming and Traffic control	Planning	December 2016
\$12,447	NH Department of Transportation	Westville Road Bridge Reconstruction	Planning	September 2016

Respectfully Submitted,

Gayle Hamel
Administrative Assistant to the Town Manager and Board of Selectmen



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



IMPACT FEES DEFINITION AND 2016 FEE SCHEDULE

An “impact fee is a fee or assessment imposed upon development, including subdivision, building construction or other land use change, in order to help meet the needs occasioned by that development for the construction or improvement of capital facilities owned or operated by the municipality, including and limited to water treatment and distribution facilities; wastewater treatment and disposal facilities; sanitary sewers, storm water, drainage and flood control; facilities; public road systems and rights-of-way; municipal office facilities, public school facilities; the municipality’s proportional share of capital facilities of a cooperative or regional school district of which the municipality is a member; public safety facilities; solid waste collection, transfer, recycling, processing and disposal facilities; public library facilities; and public recreational facilities not including public open space. Impact Fees must be used within six years of imposition, or must be returned to the developer.

1. School District Impact Fees

<u>Units in Structure/Building Type</u>	<u>Fee Assessment per Unit</u>
Single family detached (single family house)	\$2,916.00
Single family attached (condo or townhouse)	\$1,899.00
Duplex (2 unit)	\$2,269.00
3-4 Units (condo or apartment)	\$1,812.00
5+ Units (condo or apartment)	\$1,057.00

2. Recreation Impact Fees

<u>Units in Building Type</u>	<u>Fee Assessment per Unit/Bedroom</u>
Single family detached (single family house)	\$469.54
Single family attached (duplex, condo or townhouse)	\$469.54
3+ Units (condo or apartment)	\$469.54

3. Public Safety Impact Fees

<u>Type of Land Use</u>	<u>Cost</u>
Industrial or Commercial	\$1.01
Residential	\$1,478.00

4. New Road Impact Fees

<u>Cost</u>
\$5.00 per linear Foot of Additional Public Road

5. Water Line/Fire Suppression Impact Fees

<u>Cost</u>
\$2.00 per square Foot of Commercial, Industrial, Multifamily, PRD Residential Development Projects

Respectfully Submitted,

Mark Fougere



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



IMPACT FEES DEFINITION AND 2016 FEE SCHEDULE (Continued)

IMPACT FEE SUMMARY REPORT, PURSUANT TO NH RSA 674:21(V)(I)

		<u>Aging List</u>			Expires 9/15/2020	Expires 1/13/2021	Expires 1/10/2022
		<u>12/31/2016</u>	<u>0-1 Years</u>	<u>1-2 Years</u>	<u>3-4 Years</u>	<u>4-5 Years</u>	<u>5-6 Years</u>
School Impact Fees		\$ -	\$ -	\$ -	\$ 5,186.30	\$ 54,076.26	\$ 31,384.64
Ending Balance 12/31/15	\$ 109,146.21						
Revenue Collected	\$ 31,347.00						
Interest Earned	\$ 153.98						
Amount Refunded	\$ -						
Purchases							
School Funding	\$ (50,000.00)						
Ending Balance 12/31/16	<u>\$ 90,647.19</u>						
		<u>12/31/2016</u>	<u>0-1 Years</u>	<u>1-2 Years</u>	Expires 11/22/2020	Expires 12/13/2021	Expires 8/15/2022
Public Safety Fees		\$ 28,978.86	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance 12/31/15	\$ 130,076.06						
Revenue Collected	\$ 24,738.80						
Interest	\$ 170.19						
Amounts to be returned	\$ (28,978.86)						
Purchases							
Trident-PS Building	\$ (18,331.35)						
Trident-PS Building	\$ (17,508.00)						
Dore & Whittier-PS Building	\$ (26,394.62)						
Ending Balance 12/31/16	<u>\$ 63,772.22</u>						
		<u>12/31/2016</u>	<u>0-1 Years</u>	<u>1-2 Years</u>	<u>3-4 Years</u>	Expires 8/22/2021	Expires 10/11/2021
Waterline		\$ 54.14	\$ 54.14	\$ -	\$ -	\$ 4,180.28	\$ 2,165.28
Balance 12/31/15	\$ 4,164.23						
Revenue Collected	\$ 2,160.00						
Interest	\$ 21.33						
Amounts to be returned	\$ (54.14)						
Purchases	\$ -						
Ending Balance 12/31/16	<u>\$ 6,291.42</u>						



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



IMPACT FEES DEFINITION AND 2016 FEE SCHEDULE

IMPACT FEE SUMMARY REPORT, PURSUANT TO NH RSA 674:21(V)(I)

		<u>Aging List</u>			Expires 4/19/2020	Expires 1/13/2021	Expires 1/10/2022
		<u>12/31/2016</u>	<u>0-1 Years</u>	<u>1-2 Years</u>	<u>3-4 Years</u>	<u>4-5 Years</u>	<u>5-6 Years</u>
Recreation Impact Fees		\$ -	\$ -	\$ -	\$ 19,565.90	\$ 40,933.46	\$ 22,087.93
Balance 12/31/15	\$ 71,845.04						
Revenue Collected	\$ 22,068.38						
Interest Earned	\$ 115.38						
Amount Refunded	\$ -						
Purchases							
Scoreboard	\$ (7,500.00)						
Swings-Expression	\$ (3,850.51)						
Ending Balance 12/31/16	<u>\$ 82,678.29</u>						
		<u>Aging List</u>			Expires 3/16/2018		
		<u>12/31/2016</u>	<u>0-1 Years</u>	<u>1-2 Years</u>	<u>3-4 Years</u>	<u>4-5 Years</u>	<u>5-6 Years</u>
Roadway Fees		\$ -	\$ -	\$ 173.33	\$ -	\$ -	\$ -
Balance 12/31/15	\$ 2,970.05						
Revenue Collected	\$ -						
Interest	\$ 3.28						
Amount Refunded	\$ -						
Purchases	\$ -						
New Public Works Loader	\$ (2,800.00)						
Ending Balance 12/31/16	<u>\$ 173.33</u>						



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



BUDGET FOR THE TOWN OF PLAISTOW

2016 BUDGETED VERSUS ACTUAL

Unaudited And Unfinalized

DEPARTMENT	2016 TOWN MEETING APPROVED	2016 YTD EXPENDITURES	2016 ENDING BALANCES
EXECUTIVE OFFICES	\$310,214	\$308,073	\$2,141
TOWN CLERK	\$104,924	\$101,137	\$3,787
ELECTIONS	\$24,246	\$23,363	\$883
FINANCE (Bookkeeping)	\$111,610	\$82,403	\$29,207
ASSESSING	\$182,867	\$193,783	-\$10,916
TAX COLLECTOR	\$53,336	\$55,190	-\$1,854
TREASURER, TRUSTEES, BUDGET CMTE.	\$9,744	\$2,805	\$6,939
LEGAL	\$25,000	\$43,281	-\$18,281
PERSONNEL ADMINISTRATION	\$1,818,924	\$1,667,327	\$151,597
PLANNING	\$87,800	\$72,125	\$15,675
ZONING	\$5,716	\$3,477	\$2,239
GENERAL GOVERNMENT BUILDINGS	\$204,191	\$231,553	-\$27,362
TOWN INSURANCE	\$80,873	\$59,021	\$21,852
ADVERTISING/REG ASSOCIATION	\$26,500	\$40,826	-\$14,326
CABLE STUDIO	\$35,213	\$27,564	\$7,649
CONFLICT OF INTEREST	\$600	\$70	\$530
POLICE DEPARTMENT/ACO	\$2,011,466	\$1,884,606	\$126,860
FIRE DEPARTMENT	\$591,151	\$594,366	-\$3,215
BUILDING INSPECTION	\$130,834	\$142,513	-\$11,679
EMERGENCY MANAGEMENT	\$26,150	\$15,900	\$10,250
PUBLIC WORKS ADMINISTRATION	\$301,329	\$310,500	-\$9,171
HIGHWAY DEPARTMENT	\$559,200	\$487,131	\$72,069
STREET LIGHTING	\$97,000	\$91,230	\$5,770
SOLID WASTE DISPOSAL	\$515,000	\$602,294	-\$87,294
SOLID WASTE CLEAN-UP	\$47,000	\$69,572	-\$22,572
WATER DISTRIBUTION	\$42,605	\$44,193	-\$1,588
HEALTH	\$87,744	\$82,788	\$4,956
HUMAN SERVICES	\$54,082	\$54,631	-\$549
WELFARE ADMINISTRATIVE	\$740	\$557	\$183
WELFARE - DIRECT ASSISTANCE	\$24,850	\$21,619	\$3,231
RECREATION	\$207,975	\$199,868	\$8,107
LIBRARY	\$537,940	\$537,940	\$0
PATRIOTIC PURPOSES	\$1,000	\$800	\$200
CULTURAL	\$28,100	\$25,657	\$2,443
CONSERVATION COMMISSION	\$12,430	\$13,876	-\$1,446
DEBT SERVICE	\$1	\$0	\$1
Deliberative Session			\$0
TOTAL	\$8,358,355	\$8,092,037	\$266,318



Town of Plaistow, New Hampshire
2016 ANNUAL REPORT



TOWN OF PLAISTOW
BALANCE SHEET
(December 31, 2016)

ASSETS

Cash and cash equivalents	\$ 10,375,409
Investments	\$ 302,673
Taxes Receivable, net	\$ 606,616
Interfund Receivables	\$ 53,406
Other receivables	\$ 31,851
Total Assets	<u>\$ 11,369,956</u>

Liabilities

Accounts Payable	\$ 193,701
Accrued Expenses	\$ 20,613
Due to Other Governments	\$ 7,646,195
Due to Other Funds	\$ 27,332
Total Liabilities	<u>\$ 7,887,841</u>

Fund Balances

Assigned	\$ 139,646
Unassigned	\$ 3,342,469
Total Fund Balances	<u>\$ 3,482,115</u>

Total Liabilities and Fund Balances	<u>\$ 11,369,956</u>
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Footnote: These numbers are not finalized and are unaudited



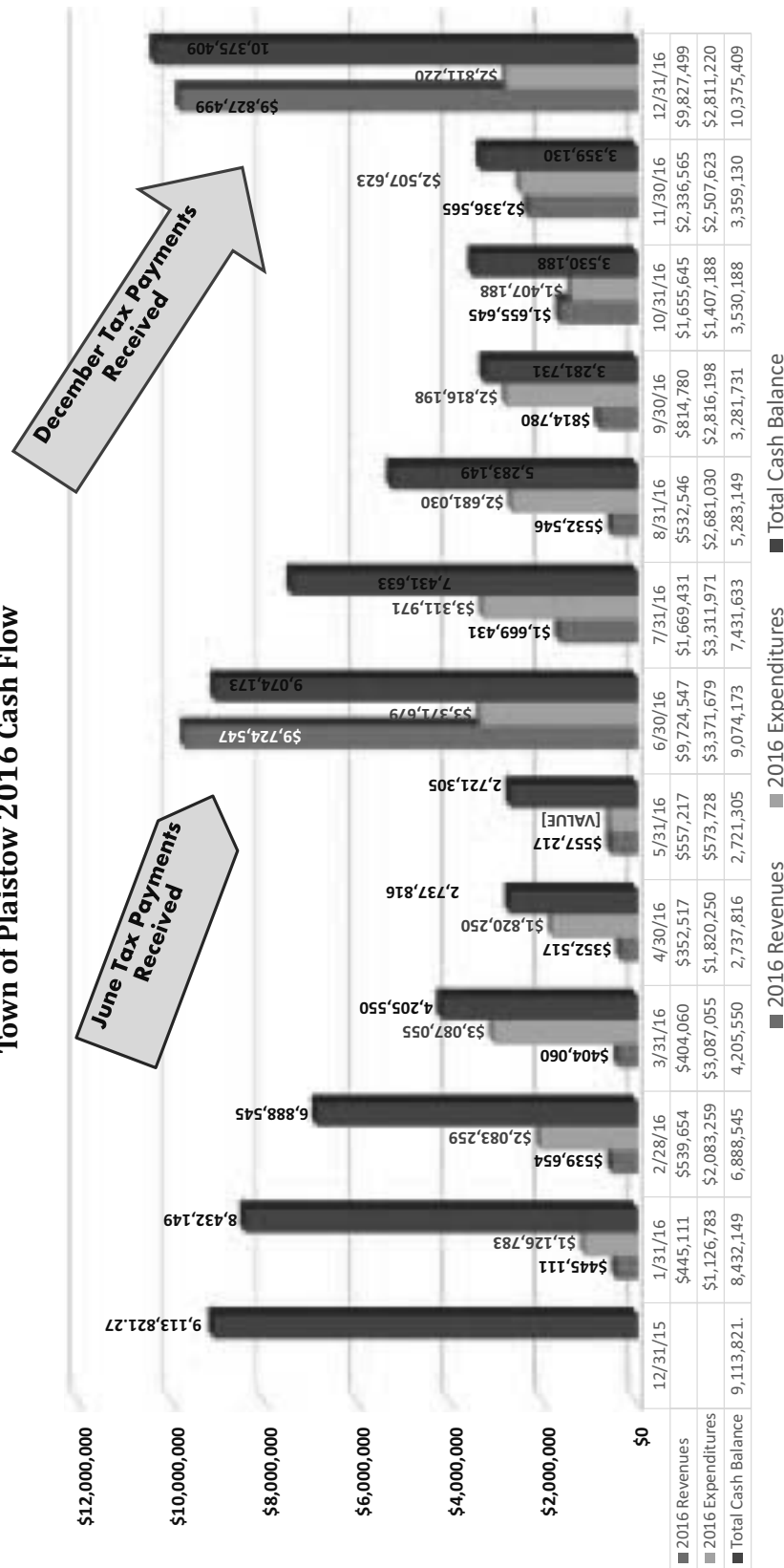
Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



THE TOWN OF PLAISTOW 2016 CASH FLOW

Town of Plaistow 2016 Cash Flow





Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



TAX RATE CALCULATION 2016

TAX RATE CALCULATION 2016			
Town Portion			
Gross Appropriations	\$17,436,657		
Less Revenues	\$11,900,045		
Less Fund Balance Voted Surplus	\$70,000		
Less Fund Balance to Reduce Taxes	\$600,000		
Add Overlay	\$299,676		
War Service Credits	\$165,000		
Net Town Appropriation		\$5,331,288	
Special Adjustment	\$0		
Approved Town tax Effort		\$5,331,288	Town Rate:
School Portion			
Net Local Budget			
(Gross Appropriation) - Revenue	\$0		
Regional School Appropriation	\$18,145,418		
Less Adequate Education Grant	\$2,421,307		
Less State Education Taxes	\$2,117,625		
Approved School(s) Tax Effort		\$13,606,486	Local School Rate
State Education Taxes			
Divided by Local Assessed Valuation	\$953,651,077		
State Education Tax For Plaistow		\$2,117,625	State School Rate
County Portion			
Due to County	957,294		
Less Shared Revenues	\$0		
Approved County Tax Effort		\$957,294	County Rate:
Total Property Taxes Assessed			
Total Property Taxes Assessed	\$21,847,693		
Less War Service Credits	\$165,000		
Total Property Tax Commitment		\$21,682,693	Total Rate:
Proof of Rate			
Net Assessed Valuation		Tax Rate	
State Education Tax (no utilities)	\$953,651	\$2.22	
All other taxes	\$981,045	\$20.28	
Total Property Taxes Assessed			



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



TAX RATE ANALYSIS

TAX RATE COMPONENTS		2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003
Plaistow Tax Rate		5.43	5.98	5.98	5.98	5.98	6.27	6.56	6.37	5.10	4.60	4.34	3.54	4.83	3.92
Timberlane District Tax Rate		13.87	14.62	15.49	15.53	14.90	14.59	14.40	13.78	12.79	11.12	10.58	9.63	12.29	10.42
State Education Tax Rate		2.22	2.49	2.52	2.61	2.70	2.71	2.61	2.72	2.43	2.39	2.68	2.53	3.72	5.03
County Tax Rate		0.98	1.07	1.14	1.12	1.13	1.14	1.16	1.08	0.98	0.89	0.90	0.94	1.25	1.20
TOTAL TAX RATE		22.50	24.16	25.13	25.24	24.71	24.71	24.72	23.95	21.30	19.00	18.50	16.64	22.09	20.57
Assessed Valuation (Residential/Commercial Value)		981,044,737	891,581,427	849,982,037	829,279,324	827,670,502	828,352,659	828,441,746	833,761,946	936,108,957	994,755,612	1,002,699,303	1,019,422,093	717,982,421	714,291,718
Total Tax Rate		2016	2015	Change											
\$200,000.00		\$4,500	\$4,832	-\$332											
\$250,000.00		\$5,625	\$6,040	-\$415											
\$300,000.00		\$6,750	\$7,248	-\$498											
\$350,000.00		\$7,875	\$8,456	-\$581											
Town Rate (Values)		2016	2015	Change											
\$200,000.00		\$1,086	\$1,196	-\$110.00											
\$250,000.00		\$1,358	\$1,495	-\$137.50											
\$300,000.00		\$1,629	\$1,794	-\$165.00											
\$350,000.00		\$1,901	\$2,093	-\$192.50											
School Rate (Values)		2016	2015	Change											
\$200,000.00		\$2,774	\$2,924	-\$150											
\$250,000.00		\$3,468	\$3,655	-\$188											
\$300,000.00		\$4,161	\$4,386	-\$225											
\$350,000.00		\$4,855	\$5,117	-\$263											
State Education Rate (Values)		2016	2015	Change											
\$200,000.00		\$444	\$498	-\$54											
\$250,000.00		\$555	\$623	-\$68											
\$300,000.00		\$666	\$747	-\$81											
\$350,000.00		\$777	\$872	-\$95											
County Rate (Values)		2016	2015	Change											
\$200,000.00		\$196	\$214	-\$18											
\$250,000.00		\$245	\$268	-\$23											
\$300,000.00		\$294	\$321	-\$27											
\$350,000.00		\$343	\$375	-\$32											

PLAISTOW 2016 TAX RATE

As a general overview, the Town of Plaistow's tax rate is applied annually to both a commercial and residential property's assessed valuation to determine the amount of tax to levy on the property. All the taxing agencies: the Town of Plaistow, Rockingham County, State Education, and the Timberlane School District determine the overall tax rate.

This year, in early November, after working with NH State Officials from the Department of Revenue Administration, the Town of Plaistow established a tax rate of \$22.50 per thousand for 2016. This rate is comprised of Timberlane Local School Rate \$13.87 and the State Education Property Tax Rate of \$2.22, which results in the combined tax rate to support public schools at \$16.09. The Rockingham County rate has decreased to \$.98 and the Town's share has decreased to \$.543.

The tax liability for a year is calculated in the fall of that year. While Plaistow issues two tax bills per year, the first bill is an estimate based on 50% of the prior year. It is calculated using the prior year's tax rate and assessed value. However, when the second bill arrives it is the true tax liability using the newly established tax rate in the fall. The first half billed amount is subtracted from the total tax liability to arrive at the final tax amount due in December.



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



2016 TOWN LONG TERM DEBT REPORT

The Town of Plaistow recognizes that the foundation of a well-managed community is having a sound debt strategy. As a Community, from time to time, Plaistow has had to consider the timing and purposes for bond anticipation notes, capital outlay notes, grant anticipation notes, and tax and revenue anticipation notes. These financial tools are available to help improve the quality of decisions and support long-term financial planning, including a multi-year capital plan for the Town's capital projects.

We are pleased that the Town's long-term debt obligation is:

\$0.00



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



INDEPENDENT AUDITOR'S REPORT



PLODZIK & SANDERSON

Professional Association/Accountants & Auditors

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX 603-224-1380

INDEPENDENT AUDITOR'S REPORT

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

We have audited the accompanying financial statements of the governmental activities, major fund, and aggregate remaining fund information of the Town of Plaistow, as of and for the year ended December 31, 2015, 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. 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.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, major fund, and aggregate remaining fund information of the Town of Plaistow, as of December 31, 2015, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1-Q to the financial statements, in 2015 the Town changed its method of accounting for pension reporting with the adoption of Governmental Accounting Standards Board Statement No. 68 *Accounting and Financial Reporting for Pensions—an amendment of GASB Statement No. 27* and as amended by Statement No. 71 *Pension Transition for Contributions Made Subsequent to the Measurement Date—an amendment of GASB Statement No. 68*. Our opinions are not modified with respect to these matters.



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



INDEPENDENT AUDITOR'S REPORT (Continued)

Town of Plaistow Independent Auditor's Report

Other Matters

Required Supplementary Information - Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, Schedule of Funding Progress for Other Postemployment Benefit Plan, the Schedule of the Town's Proportionate Share of Net Pension Liability, and the Schedule of the Town Contributions 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 for placing the basic financial statements in an appropriate operational, economic, or historical context. 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 Plaistow's basic financial statements. The combining and individual fund financial schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund financial schedules 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 and individual fund financial schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

February 10, 2017

*Plodzik & Sanderson
Professional Association*



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



INDEPENDENT AUDITOR'S REPORT (Continued)

Town of Plaistow, New Hampshire Management's Discussion and Analysis

Presented herewith please find the Management Discussion & Analysis for the Town of Plaistow, New Hampshire for the year ending December 31, 2015. The responsibility for accuracy of the data, the completeness and fairness of this document (including all disclosures) rests with management. To the best of our knowledge and belief, the data contained herein is accurate in all material respects. This report and its content have been designed to fairly present the Town's financial position, including the result of operations of all the funds of the Town. All the disclosures necessary to enable and to assist the reader in acquiring an accurate understanding of the Town's financial activities have been included.

The Town's management is responsible for establishing accounting and internal control structures designed to ensure that the physical, data, informational, intellectual, and human resource assets of the Town are protected from loss, theft and misuse, and to ensure that adequate accounting information is maintained and reported in conformity with generally accepted accounting principles (GAAP). Management also strives to ensure that these assets are put to good and effective use. The internal control structure is designed to provide reasonable assurances that these objectives are attained.

OVERVIEW OF THE FINANCIAL STATEMENTS

The financial statements presented herein include all of the activities of the Town of Plaistow, New Hampshire using the integrated approach as prescribed by GASB Statement 34.

This discussion and analysis is intended to serve as an introduction to the Town's basic financial statements. The Town's basic financial statements include four components:

1. Government-wide financial statements;
2. Fund financial statements, and
3. Notes to the basic financial statements and
4. Required supplementary information.

This report also contains supplementary information in addition to the basic financial statements.

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Town's finances, in a manner similar to most private-sector companies.

The statement of net position presents information on all of the Town's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the difference reported as net position. Over time, increases and decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The statement of activities presents information showing how the Town's net position changed during the most recent year. All of the current year's revenue and expenses are taken into account regardless of when cash is received or paid.

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. The Town, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The fund financial statements, focus on the individual parts of the Town government, and report the Town's operations in more detail than the government-wide statements. The Town's funds are divided into two categories: governmental funds and fiduciary funds.



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INDEPENDENT AUDITOR'S REPORT (Continued)

Town of Plaistow, New Hampshire Management's Discussion and Analysis

Governmental Funds: Most of the basic services provided by the Town are financed through governmental funds. Unlike the government-wide financial statements, the governmental fund financial statements are reported using the modified accrual basis of accounting, which measures cash and all other financial assets that can readily be converted into cash. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the Town's programs. The basic governmental fund financial statements can be found on pages 12-15.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented here with similar information presented 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 statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between the governmental activities statement of net position and statement of activities.

The Town of Plaistow maintains eight individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, which is considered to be the Town's only major fund. Data from the other governmental funds are combined into a single, aggregate presentation.

Fiduciary Funds: These funds are used to account for resources held for the benefit of parties outside the Town government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of these funds are not available to support the Town's own programs. The Town's fiduciary funds on pages 17-18 which include the private-purpose trust funds and agency funds.

Notes to the Basic Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and the fund financial statements. These notes to the basic financial statements begin on page 19.

Required Supplementary Information

The basic financial statements and accompanying notes are followed by a section of required supplementary information. This section includes this management's discussion and analysis and a Schedule of Funding Progress for Other Postemployment Benefit Plan, a Schedule of the Town's Proportionate Share of Net Position Liability and a Schedule of Town Contributions. These schedules are Exhibits F, G and H after the note section in the report.

Other Supplementary Information

Other supplementary information includes combining and individual fund financial schedules for the governmental funds.



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INDEPENDENT AUDITOR'S REPORT (Continued)

Town of Plaistow, New Hampshire Management's Discussion and Analysis

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Statement of Net Position

Net position of the Town of Plaistow as of December 31, 2015 and 2014 are as follows:

	2015	2014 (As Restated)
Current assets	\$ 13,825,124	\$ 13,838,293
Capital assets	12,177,217	11,611,544
Total assets	26,002,341	25,449,837
Deferred outflows of resources	258,625	217,132
Long-term liabilities	5,474,293	5,382,423
Other liabilities	7,579,484	7,818,650
Total liabilities	13,053,777	13,201,073
Deferred in flows of resources	704,634	869,978
Net position:		
Net investment in capital assets	12,102,919	11,504,945
Restricted	518,786	397,897
Unrestricted	(119,150)	(306,924)
Total net position	\$ 12,502,555	\$ 11,595,918

The largest portion of the Town's net position reflects its investment in capital assets such as land, buildings, equipment, and infrastructure, less any related outstanding debt used to acquire those assets. Although the Town's investment in its 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 generally cannot be used to liquidate these liabilities.

An additional portion of the Town's net position represents resources that are subject to external restrictions on how they may be used. For the Town of Plaistow, those restrictions include those related to permanent trust funds, library and other police and public safety grant funds.

The Town's negative net position is due to the fact that as of December 31, 2015, the Town implemented GASB Statement No.68, Accounting and Financial Reporting for Pensions, which requires the Town to report their proportionate share of the New Hampshire Retirement System's net pension liability based upon their plan contributions for the year. The New Hampshire Retirement System has a statutory funding schedule whose goal is to reach 100% plan funding by June 30, 2039.



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INDEPENDENT AUDITOR'S REPORT (Continued)

Town of Plaistow, New Hampshire Management's Discussion and Analysis

Statement of Activities

Summary of Changes in Net Position Governmental Activities

	<u>2015</u>	<u>2014</u> <u>(As restated)</u>	<u>Difference</u>
Revenues:			
Program Revenue:			
Charges for Services	\$ 298,539	\$ 397,099	\$ (98,560)
Operating Grants and Contributions	419,502	495,458	(75,956)
Capital Grants and Contributions	-	30,000	(30,000)
General Revenue:			
Taxes	5,325,242	5,170,453	154,789
Licenses and permits	1,820,136	1,641,693	178,443
Grants and Contributions Not Restricted			
to Specific Programs	406,982	364,601	42,381
Miscellaneous	830,632	674,153	156,479
Total Revenues	9,101,033	8,773,457	327,576
Expenses:			
General Government	\$ 2,669,580	\$ 2,923,696	\$ (254,116)
Public Safety	2,721,539	2,826,018	(104,479)
Highways and Streets	1,075,967	844,920	231,047
Sanitation	616,780	616,127	653
Water Distribution and Treatment	70,603	91,528	(20,925)
Health and Welfare	147,934	160,615	(12,681)
Culture and Recreation	883,761	815,187	68,574
Conservation	8,232	52,429	(44,197)
Total Expenses	8,194,396	8,330,520	(136,124)
Change in Net Position	906,637	442,937	463,700
Net Position, beginning, as restated	11,595,918	11,152,981	442,937
Net Position, ending	\$ 12,502,555	\$ 11,595,918	\$ 906,637

The Town's net position increased by \$906,637.



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INDEPENDENT AUDITOR'S REPORT (Continued)

Town of Plaistow, New Hampshire Management's Discussion and Analysis

The Town's expenses cover a range of services. The largest expenses were for general government and public safety, which accounted for 69.02% of total expenses.

FINANCIAL ANALYSIS OF THE TOWN'S FUNDS

As noted earlier, the Town's uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

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

General Fund

The general fund is the main operating fund of the Town. At the end of the current year, the general fund had a fund balance of \$5,419,096. This includes an unassigned amount of \$3,458,497. The total General Fund fund balance increased \$190,800 from December 31, 2014.

Other Governmental Funds

The total fund balance of \$1,074,983 in the other governmental funds is restricted for the purposes of the individually established fund. The largest portion of this total represents the balance in the Water Suppression Fund (\$362,666), Conservation Fund (\$239,081), Permanent Fund (\$134,586) and the Impact Fees Fund (\$165,384).

GENERAL FUND BUDGETARY HIGHLIGHTS

Budgetary information for the major governmental fund (the General Fund) can be found in the report at Exhibit D on page 16.

The actual budgetary revenues exceeded the budget for estimated revenues by \$401,500. The Town received \$105,186 more in taxes, \$105,336 in licenses and permits, \$63,810 in intergovernmental, and \$127,168 from miscellaneous sources.

The actual budgetary expenditures were less than the budgeted appropriations by \$549,927.

The Police and Highway expenditures were under budget due to the salaries, benefits, equipment and supplies cost savings. Sanitation increase expense due to the increase tonnage of solid waste and curbside collection.



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INDEPENDENT AUDITOR'S REPORT (Continued)

Town of Plaistow, New Hampshire Management's Discussion and Analysis

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

The Town considers a capital asset to be an asset whose cost exceeds \$30,000 and has a useful life of greater than one year. Assets are depreciated using the straight-line method over the course of their useful life.

The Town's capital assets for its governmental activities as of December 31, 2015 is \$17,211,028. Accumulated depreciation amounts to \$5,033,811, leaving a net book value of \$12,177,217. The capital assets includes equipment, real property, infrastructure, and land. Infrastructure assets are items that are normally immovable and of value only to the Town. Additional information on the Town's capital assets can be found in Note 7 of the Notes to the Basic Financial Statements.

Capital Assets at Year End Governmental Activities

	<u>2015</u>	<u>2014</u>	<u>Increase (Decrease)</u>
Land	\$ 3,983,963	\$ 3,983,963	\$ -
Construction in Progress	44,728	57,150	(12,422)
Buildings & Improvements	3,338,772	3,486,021	(147,249)
Machinery, Equipment & Vehicles	1,726,514	1,493,506	233,008
Infrastructure	3,083,240	2,590,904	492,336
Totals at Historical Cost	<u>\$ 12,177,217</u>	<u>\$ 11,611,544</u>	<u>\$ 565,673</u>

Long-Term Obligations

At December 31, 2015 the Town had two outstanding capital leases used to finance police vehicles, as well as a lease for the highway chipper. Outstanding balance at December 31, 2015 totals \$74,298. The leases mature in 2016, 2017 and 2018.



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Town of Plaistow, New Hampshire Management's Discussion and Analysis

Long-Term Debt Outstanding at Year End Governmental Activities

	<u>2015</u>	<u>2014</u>	<u>Difference</u>
General Obligation Bonds Payable	\$ -	\$ -	\$ -
Premium Capital Leases	74,298	106,599	(32,301)
Compensated Absences Payable	215,009	194,110	20,899
Accrued Landfill Postclosure Care Costs	-	-	-
Net Other Postemployment Benefits Liability	106,717	52,779	53,938
Net Pension Liability	-	-	-
Total Long-Term Debt Outstanding	<u>\$ 396,024</u>	<u>\$ 353,488</u>	<u>\$ 42,536</u>

Additional information on the Town's long-term obligations can be found in Note 12 of the Notes to the Basic Financial Statements.

ECONOMIC FACTORS

The Town of Plaistow continues to review and update our capital investment plan (CIP) to accommodate and anticipate the needs of the community and its continued operation based on continued growth. We are continuing to experience significant residential growth and commercial property development. In addition, many other retail locations have been retrofitted for smaller businesses. Also, we have seen the development of several major residential locations which directly impacts our education and government services to be provided.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Town's finances for all of Plaistow citizens, taxpayers, customers, investors, and creditors. This financial report seeks to demonstrate the Town's accountability for the money it receives. Questions concerning any of the information provided in this report or requests for additional information should be addressed to: Town of Plaistow, New Hampshire, 145 Main Street, Plaistow, New Hampshire 03865.



Town of Plaistow, New Hampshire

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INDEPENDENT AUDITOR'S REPORT (Continued)

EXHIBIT A
TOWN OF PLAISTOW, NEW HAMPSHIRE
Statement of Net Position
December 31, 2015

	Governmental Activities
ASSETS	
Cash and cash equivalents	\$ 10,926,835
Investments	1,716,041
Account receivables (net)	131,813
Taxes receivables (net)	930,021
Intergovernmental receivable	36,913
Prepaid items	83,501
Capital assets:	
Land and construction in progress	4,028,691
Other capital assets, net of depreciation	8,148,526
Total assets	<u>26,002,341</u>
DEFERRED OUTFLOWS OF RESOURCES	
Related to pensions	<u>258,625</u>
LIABILITIES	
Accounts payable	160,960
Accrued salaries and benefits	977
Accrued interest payable	647
Intergovernmental payable	7,416,900
Long-term liabilities:	
Due within one year	45,745
Due in more than one year	350,279
Net pension liability	5,078,269
Total liabilities	<u>13,053,777</u>
DEFERRED INFLOWS OF RESOURCES	
Related to pensions	<u>704,634</u>
NET POSITION	
Net investment in capital assets	12,102,919
Restricted	518,786
Unrestricted	(119,150)
Total net position	<u>\$ 12,502,555</u>



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INDEPENDENT AUDITOR'S REPORT (Continued)

EXHIBIT B
TOWN OF PLAISTOW, NEW HAMPSHIRE
Statement of Activities
For the Fiscal Year Ended December 31, 2015

	Expenses	Program Revenues		Net (Expense) Revenue and Change in Net Position
		Charges for Services	Operating Grants and Contributions	
General government	\$ 2,669,580	\$ 10,544	\$ -	\$ (2,659,036)
Public safety	2,721,539	82,903	267,578	(2,371,058)
Highways and streets	1,075,967	-	141,399	(934,568)
Sanitation	616,780	-	-	(616,780)
Water distribution and treatment	70,603	121,349	10,525	61,271
Health	134,706	-	-	(134,706)
Welfare	13,228	-	-	(13,228)
Culture and recreation	883,761	83,743	-	(800,018)
Conservation	8,232	-	-	(8,232)
Total governmental activities	<u>\$ 8,194,396</u>	<u>\$ 298,539</u>	<u>\$ 419,502</u>	<u>(7,476,355)</u>
General revenues:				
Taxes:				
Property				5,105,442
Other				219,800
Motor vehicle permit fees				1,572,292
Licenses and other fees				247,844
Grants and contributions not restricted to specific programs				406,982
Miscellaneous				830,632
Total general revenues				<u>8,382,992</u>
Change in net position				906,637
Net position, beginning, as restated (see Note 16)				11,595,918
Net position, ending				<u>\$ 12,502,555</u>



Town of Plaistow, New Hampshire

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INDEPENDENT AUDITOR'S REPORT (Continued)

EXHIBIT C-1
TOWN OF PLAISTOW, NEW HAMPSHIRE
Governmental Funds
Balance Sheet
December 31, 2015

	General	Other Governmental Funds	Total Governmental Funds
ASSETS			
Cash and cash equivalents	\$ 9,644,429	\$ 1,282,406	\$ 10,926,835
Investments	1,588,985	127,056	1,716,041
Accounts receivable (net)	45,909	85,904	131,813
Taxes receivable	1,468,021	-	1,468,021
Intergovernmental receivable	30,314	6,599	36,913
Interfund receivable	485,611	76,470	562,081
Voluntary tax liens	32,539	-	32,539
Voluntary tax liens reserved until collected	(32,539)	-	(32,539)
Prepaid items	83,501	-	83,501
Total assets	\$ 13,346,770	\$ 1,578,435	\$ 14,925,205
LIABILITIES			
Accounts payable	\$ 143,119	\$ 17,841	\$ 160,960
Accrued salaries and benefits	977	-	977
Intergovernmental payable	7,416,900	-	7,416,900
Interfund payable	76,470	485,611	562,081
Total liabilities	7,637,466	503,452	8,140,918
DEFERRED INFLOWS OF RESOURCES			
Unavailable revenue - Property taxes	290,208	-	290,208
FUND BALANCES			
Nonspendable	83,501	112,712	196,213
Restricted	282,634	123,440	406,074
Committed	1,401,346	837,207	2,238,553
Assigned	193,118	1,624	194,742
Unassigned	3,458,497	-	3,458,497
Total fund balances	5,419,096	1,074,983	6,494,079
Total liabilities, deferred inflows of resources, and fund balances	\$ 13,346,770	\$ 1,578,435	\$ 14,925,205



Town of Plaistow, New Hampshire

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INDEPENDENT AUDITOR'S REPORT (Continued)

EXHIBIT C-2

TOWN OF PLAISTOW, NEW HAMPSHIRE

Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position December 31, 2015

Total fund balances of governmental funds (Exhibit C-1)		\$ 6,494,079
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not financial resources, therefore, are not reported in the funds.		
Cost	\$ 17,211,028	
Less accumulated depreciation	<u>(5,033,811)</u>	
		12,177,217
Certain items are not current financial resources in the governmental funds, but instead are reported in the Statement of Net Position.		
Deferred outflows of resources related to pensions	\$ 258,625	
Deferred inflows of resources related to pensions	<u>(704,634)</u>	
		(446,009)
Interfund receivables and payables between governmental funds are eliminated on the Statement of Net Position.		
Receivables	\$ (562,081)	
Payables	<u>562,081</u>	
		-
Long term revenue (taxes) is not available to pay current-period expenditures and therefore, is deferred in the governmental funds.		290,208
Allowance for uncollectible property taxes that is recognized on a full accrual basis but not on the modified accrual basis.		(538,000)
Interest on long-term debt is not accrued in governmental funds.		
Accrued interest payable		(647)
Long-term liabilities are not due and payable in the current period, therefore, are not reported in the funds.		
Capital leases	\$ 74,298	
Compensated absences	215,009	
Other postemployment benefits	106,717	
Net pension liability	<u>5,078,269</u>	
		(5,474,293)
Net position of governmental activities (Exhibit A)		<u>\$ 12,502,555</u>



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INDEPENDENT AUDITOR'S REPORT (Continued)

EXHIBIT C-3
TOWN OF PLAISTOW, NEW HAMPSHIRE
Governmental Funds
Statement of Revenues, Expenditures, and Changes in Fund Balances
For the Fiscal Year Ended December 31, 2015

	General	Other Governmental Funds	Total Governmental Funds
REVENUES			
Taxes	\$ 5,172,178	\$ 77,500	\$ 5,249,678
Licenses and permits	1,820,136	-	1,820,136
Intergovernmental	737,199	89,285	826,484
Charges for services	95,609	202,930	298,539
Miscellaneous	696,001	134,631	830,632
Total revenues	8,521,123	504,346	9,025,469
EXPENDITURES			
Current:			
General government	2,846,279	-	2,846,279
Public safety	2,547,759	264,988	2,812,747
Highways and streets	1,115,332	-	1,115,332
Water distribution and treatment	20,052	14,824	34,876
Sanitation	616,780	-	616,780
Health	134,468	-	134,468
Welfare	13,228	-	13,228
Culture and recreation	804,144	15,764	819,908
Conservation	2,905	5,327	8,232
Capital outlay	564,622	-	564,622
Total expenditures	8,665,569	300,903	8,966,472
Excess (deficiency) of revenues over (under) expenditures	(144,446)	203,443	58,997
OTHER FINANCING SOURCES (USES)			
Transfers in	306,382	80,019	386,401
Transfers out	(10,000)	(376,401)	(386,401)
Capital lease	38,864	-	38,864
Total other financing sources (uses)	335,246	(296,382)	38,864
Net change in fund balances	190,800	(92,939)	97,861
Fund balances, beginning, as restated (see Note 16)	5,228,296	1,167,922	6,396,218
Fund balances, ending	\$ 5,419,096	\$ 1,074,983	\$ 6,494,079



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INDEPENDENT AUDITOR'S REPORT (Continued)

EXHIBIT C-4

TOWN OF PLAISTOW, NEW HAMPSHIRE

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities For the Fiscal Year Ended December 31, 2015

Net change in fund balances of governmental funds (Exhibit C-3)		\$ 97,861
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	\$ 1,017,325	
Depreciation expense	<u>(413,140)</u>	604,185
The net effect of various miscellaneous transactions involving capital assets (i.e. sales and disposals) is to decrease net position.		(38,512)
Transfers in and out between governmental funds are eliminated on the Statement of Activities.		
Transfers in	\$ (386,401)	
Transfers out	<u>386,401</u>	-
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 expenses.		
Contributions subsequent to the measurement date	\$ 221,853	
Net pension expense	<u>(11,131)</u>	210,722
Revenue in the Statement of Activities that does not provide current financial resources is not reported as revenue in the governmental funds.		
Change in deferred tax revenue		75,564
The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position.		
Capital lease inception	\$ (38,864)	
Repayment of capital leases	<u>71,165</u>	32,301
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.		
Increase in accrued interest expense	\$ (647)	
Increase in compensated absences payable	(20,899)	
Increase in other postemployment benefits payable	<u>(53,938)</u>	(75,484)
Changes in net position of governmental activities (Exhibit B)		<u>\$ 906,637</u>



Town of Plaistow, New Hampshire

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INDEPENDENT AUDITOR'S REPORT (Continued)

EXHIBIT D
TOWN OF PLAISTOW, NEW HAMPSHIRE
Statement of Revenues, Expenditures, and Changes in Fund Balance
Budget and Actual (Non-GAAP Budgetary Basis)
General Fund
For the Fiscal Year Ended December 31, 2015

	Budgeted Amounts		Actual	Variance Positive (Negative)
	Original	Final		
REVENUES				
Taxes	\$ 5,142,556	\$ 5,142,556	\$ 5,247,742	\$ 105,186
Licenses and permits	1,714,800	1,714,800	1,820,136	105,336
Intergovernmental	673,389	673,389	737,199	63,810
Charges for services	83,700	83,700	95,609	11,909
Miscellaneous	510,500	510,500	625,759	115,259
Total revenues	8,124,945	8,124,945	8,526,445	401,500
EXPENDITURES				
Current:				
General government	2,965,689	2,965,689	2,856,106	109,583
Public safety	2,644,057	2,642,907	2,487,379	155,528
Highways and streets	942,086	942,086	731,594	210,492
Water distribution and treatment	43,105	43,105	20,052	23,053
Sanitation	562,000	562,000	616,780	(54,780)
Health	140,249	141,399	134,468	6,931
Welfare	33,090	33,090	13,228	19,862
Culture and recreation	785,461	785,461	763,021	22,440
Conservation	9,680	9,680	(3,825)	13,505
Debt service:				
Interest	1	1	-	1
Capital outlay	315,000	315,000	271,688	43,312
Total expenditures	8,440,418	8,440,418	7,890,491	549,927
Excess (deficiency) of revenues over (under) expenditures	(315,473)	(315,473)	635,954	951,427
OTHER FINANCING SOURCES (USES)				
Transfers in	203,105	203,105	499,946	296,841
Transfers out	(452,632)	(452,632)	(452,632)	-
Total other financing sources (uses)	(249,527)	(249,527)	47,314	296,841
Net change in fund balances	\$ (565,000)	\$ (565,000)	683,268	\$ 1,248,268
Increase in nonspendable fund balance			(53,359)	
Unassigned fund balance, beginning, as restated (see Note 16)			2,580,796	
Unassigned fund balance, ending			\$ 3,210,705	



Town of Plaistow, New Hampshire

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INDEPENDENT AUDITOR'S REPORT (Continued)

EXHIBIT E-1
TOWN OF PLAISTOW, NEW HAMPSHIRE
Fiduciary Funds
Statement of Net Position
December 31, 2015

	Private Purpose Trust	Agency
ASSETS		
Cash and cash equivalents	\$ 305	\$ 220,343
Investments	5,147	-
Total assets	<u>5,452</u>	<u>220,343</u>
LIABILITIES		
Intergovernmental payables	-	109,146
Due to others	-	111,197
Total liabilities	<u>-</u>	<u>220,343</u>
NET POSITION		
Held in trust for specific purposes	<u>\$ 5,452</u>	<u>\$ -</u>

EXHIBIT E-2
TOWN OF PLAISTOW, NEW HAMPSHIRE
Fiduciary Funds
Statement of Changes in Net Position
For the Fiscal Year Ended December 31, 2015

	Private Purpose Trust
ADDITIONS	
Change in fair market value	\$ (81)
Net position, beginning	<u>5,533</u>
Net position, ending	<u>\$ 5,452</u>



Town of Plaistow, New Hampshire

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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE BASIC FINANCIAL STATEMENTS

***AS OF AND FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2015***

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Town of Plaistow, New Hampshire (the Town), have been prepared in conformity with accounting principles generally accepted in the United States of America for governmental units as prescribed by the Governmental Accounting Standards Board (GASB) and other authoritative sources.

The more significant of the Town's accounting policies are described below.

1-A Reporting Entity

The Town of Plaistow is a municipal corporation governed by an elected 5-member Board of Selectmen and Town Manager. In evaluating how to define the Town for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity is made by applying the criteria set forth by the GASB. The Town has no component units to include in its reporting entity.

1-B Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The Statement of Net Position presents the financial position of the governmental activities of the Town at year-end. This statement includes all of the Town's assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function. *Program revenues* include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function and (2) grants and contributions that are restricted to meeting the operational requirements of a particular function. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

1-C Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the fiduciary fund financial statements, except for agency funds which do not have a measurement focus. Revenues are recorded when earned and expenses are recorded when liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period, except for State shared revenue, reimbursement-based grants and interest which use one year. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. Property taxes, licenses and permits, intergovernmental revenue, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government.



Town of Plaistow, New Hampshire

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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE BASIC FINANCIAL STATEMENTS

AS OF AND FOR THE FISCAL YEAR ENDED DECEMBER 31, 2015

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the year in which the resources are measurable and become available.

Non-exchange transactions, in which the Town receives value without directly giving equal value in return, include property taxes, grants, entitlement, and donations. On an accrual basis, revenue from property taxes is recognized in the year for which the tax is levied. Revenue from grants, entitlements, and donations is recognized in the year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted, matching requirements, in which the Town must provide local resources to be used for a specific purpose, and expenditure requirements, in which the resources are provided to the Town on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect reported amounts of assets, deferred outflows/inflows, and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

The Town reports the following major governmental fund:

General Fund – all general revenues and other receipts that are not allocated by law or contracted agreement to another fund are accounted for in this fund. This fund accounts for general operating expenditures, fixed charges, and the capital improvement costs that are not reported in other funds.

All the governmental funds not meeting the criteria established for major funds are presented in the other governmental column of the fund financial statements.

Additionally, the Town reports the following fund types:

Special Revenue Funds - are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Permanent Fund - is used to record activity of legal trusts for which the interest on the corpus provides funds for the Town's cemetery operations.

Fiduciary Funds – The Town also reports the following fiduciary funds:

Private Purpose Trust Fund – used to account for trust arrangements under which principal and income benefit individuals, private organizations, or other governments.

Agency Fund - used to account for assets held in a trustee or agency capacity on behalf of outside parties, including other governments.

1-D Cash and Cash Equivalents

The Town considers all highly liquid investments with an original maturity of three months or less to be cash equivalents. Deposits with financial institutions consist primarily of demand deposits, certificates of deposits, and savings accounts. A cash pool is maintained that is available for use by all funds. Each fund's portion of this pool is reflected on the combined financial statements under the caption "cash and cash equivalents."

The treasurer is required to deposit such moneys in solvent banks in state or the Public Deposit Investment Pool pursuant to New Hampshire RSA 383:22. Funds may be deposited in banks outside of the state if such banks pledge and deliver to a third party custodial bank or the Federal Reserve Bank, collateral security for such deposits, United States government or government agency obligations or obligations to the State of New Hampshire in value at least equal to the amount of the deposit in each case.



Town of Plaistow, New Hampshire

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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE BASIC FINANCIAL STATEMENTS

***AS OF AND FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2015***

1-E Investments

State statutes place certain limitations on the nature of deposits and investments available as follows:

New Hampshire law authorizes the Town to invest in the following type of obligations:

- Obligations of the United States government,
- The public deposit investment pool established pursuant to RSA 383:22,
- Savings bank deposits,
- Certificates of deposit and repurchase agreements of banks incorporated under the laws of the State of New Hampshire or in banks recognized by the State treasurer.

Any person who directly or indirectly receives any such funds or moneys for deposit or for investment in securities of any kind shall, prior to acceptance of such funds, make available at the time of such deposit or investment an option to have such funds secured by collateral having a value at least equal to the amount of such funds. Such collateral shall be segregated for the exclusive benefit of the Town. Only securities defined by the bank commissioner as provided by rules adopted pursuant to RSA 386:57 shall be eligible to be pledged as collateral.

Investments for the Town are reported at fair value generally based on quoted market prices.

1-F Receivables

Receivables recorded in the financial statements represent amounts due to the Town at December 31. They are aggregated into a single accounts receivable (net of allowance for uncollectibles) line for certain funds and aggregated columns. They consist primarily of taxes, billing for charges, and other user fees.

1-G Interfund Balances

During the course of operations, numerous transactions occur between individual funds that may result in amounts owed between funds. Short-term interfund loans are reported as "interfund receivables and payables." Interfund receivables and payables between funds are eliminated in the Statement of Net Position.

1-H Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements, and expenses as the items are used.

1-I Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the government-wide financial statements.

Capital assets are defined by the Town as assets with an initial, individual cost of more than \$30,000 and an estimated minimum useful life in excess of one year. As the Town constructs or acquires additional capital assets each year, they are capitalized and reported at historical cost. The reported value excludes normal maintenance and repairs which are essentially amounts spent in relation to capital assets that do not increase the capacity or efficiency of the item or increase its estimated useful life. Donated capital assets are recorded at their estimated fair value at the date of donation.

Land and construction in progress are not depreciated. The other property, plant, and equipment of the Town are depreciated using the straight-line method over the following estimated useful lives:

	Years
Buildings and improvements	15 - 50
Vehicles and equipment	5 - 50
Infrastructure	25 - 50

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Capital assets are not capitalized and related depreciation is not reported in the fund financial statements.



Town of Plaistow, New Hampshire

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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE BASIC FINANCIAL STATEMENTS

AS OF AND FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2015

1-J Deferred Outflows/Inflows of Resources

In addition to assets, the Statement of Net Position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expenses) until then.

In addition to liabilities, the Statement of Net Position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

1-K Property Taxes

Property tax billings occur semi-annually and are based on the assessed inventory values as of April 1 of each year. Warrants for the year were issued on May 12, 2015, October 29, 2015, and November 23, 2015 and due on July 1, 2015, December 7, 2015, and December 23, 2015. Interest accrues at a rate of 12% on bills outstanding after the due date and 18% on tax liens outstanding.

In connection with the setting of the tax rate, Town officials with the approval of the Department of Revenue Administration, establish and raise through taxation an amount for tax abatement and refunds, known as overlay. This amount is reported as a reduction in tax revenue and is adjusted by management for any reserve for uncollectable at year end. The property taxes collected by the Town include taxes levied for the State of New Hampshire, Timberlane Regional School District, and Rockingham County, which are remitted to these entities as required by law.

The Town net assessed valuation as of April 1, 2015 utilized in the setting of the tax rate was as follows:

For the New Hampshire education tax	\$ 867,985,437
For all other taxes	\$ 891,381,427

The tax rates and amounts assessed for the year ended December 31, 2015 were as follows:

	Per \$1,000 of Assessed Valuation	Property Taxes Assessed
Municipal portion	\$5.98	\$ 5,327,312
School portion:		
State of New Hampshire	\$2.49	2,158,840
Local	\$14.62	13,038,621
County portion	\$1.07	957,080
Total		<u>\$ 21,481,853</u>

1-L Compensated Absences

The Town's policy allows certain employees to earn varying amounts of vacation and sick pay based on the employee's length of employment. Upon separation from service, employees are paid in full for any accrued leave earned as set forth by personnel policy. The liability for such leave is reported as incurred in the government-wide financial statements. A liability for those amounts is recorded in the governmental funds only if the liability has matured as a result of employee resignations or retirements.

1-M Long-term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities Statement of Net Position.



Town of Plaistow, New Hampshire

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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE BASIC FINANCIAL STATEMENTS

***AS OF AND FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2015***

1-N Claims and Judgments

Claims and judgments are recorded as liabilities if all the conditions of Governmental Accounting Standards Board pronouncements are met. Claims and judgments that would normally be liquidated with expendable available financial resources are recorded during the year as expenditures in the governmental funds. Claims and judgments are recorded in the government-wide financial statements as expense when the related liabilities are incurred. There were no significant claims or judgments at year-end.

1-O Interfund Activities

Interfund activities are reported as follows:

Interfund Receivables and Payables – Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as "due to/from other funds" (i.e. the current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Interfund receivables and payables between funds are eliminated in the Statement of Net Position.

Interfund Transfers – Interfund transfers represent flows of assets without equivalent flows of assets in return and without a requirement for repayment. In governmental funds, transfers are reported as other financing uses in the funds making the transfers and other financing sources in the funds receiving the transfers. In the government-wide financial statements, all interfund transfers between individual governmental funds have been eliminated.

1-P Net Position/Fund Balance Reporting

Government-wide Statements – Equity is classified as net position and displayed in three components:

- a) ***Net investment in capital assets*** – Consists of capital assets, net of accumulated depreciation, and reduced by the outstanding balances of any bonds, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds are not included in the calculation of net investment in capital assets.
- b) ***Restricted net position*** – Consists of net position with constraints placed on use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c) ***Unrestricted net position*** – All other net position that does not meet the definition of "restricted" or "net investment in capital assets."

Fund Balance Classifications – The fund balance of governmental funds is reported in five categories based on the nature of any limitations requiring the use of resources for specific programs. The Town itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance). The classifications used in the Town's governmental fund financial statements are as follows:

Nonspendable – This classification includes amounts that cannot be spent because they are either (a) not in spendable form; or (b) are legally or contractually required to be maintained intact.

Restricted – This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through a debt covenant), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Committed – This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the legislative body (Town Meeting). These amounts cannot be used for any other purpose unless the legislative body removes or changes the specified use by taking the same type of action that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements.



Town of Plaistow, New Hampshire

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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE BASIC FINANCIAL STATEMENTS

AS OF AND FOR THE FISCAL YEAR ENDED DECEMBER 31, 2015

Assigned – This classification includes amounts that are constrained by the Town's intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the Board of Selectmen through the budgetary process.

Unassigned – This classification includes the residual fund balance for the general fund.

When multiple net position/fund balance classifications are available for use, it is the government's policy to utilize the most restricted balances first, then the next most restricted balance as needed. When components of unrestricted fund balance are used, committed fund balance is depleted first followed by assigned fund balance. Unassigned fund balance is applied last.

1-Q Defined Benefit Pension Plan

GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27* and GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date* requires participating employers to recognize their proportionate share of collective net pension liability, deferred outflows of resources, deferred inflows of resources, and pension expense, and schedules have been prepared to provide employers with their calculated proportionate share of these amounts. The collective amounts have been allocated based on employer contributions during the respective fiscal years. Contributions from employers are recognized when legally due, based on statutory requirements.

The schedules prepared by New Hampshire Retirement System, and audited by the plan's independent auditors, require management to make a number of estimates and assumptions relating to the reported amounts. Due to the inherent nature and uncertainty of these estimates, actual results could differ, and the differences may be material.

NOTE 2 – STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

2-A Budgetary Information

General governmental revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with various legal requirements which govern the Town's operations. At its annual meeting, the Town adopts a budget for the current year for the general fund. Except as reconciled below, the budget was adopted on a basis consistent with US generally accepted accounting principles.

Management may transfer appropriations between operating categories as deemed necessary, but expenditures may not legally exceed budgeted appropriations in total. All annual appropriations lapse at year-end unless encumbered.

Encumbrance accounting, under which purchase orders, contracts, and continuing appropriations (certain projects and specific items not fully expended at year-end) are recognized, is employed in the governmental funds. Encumbrances are not the equivalent of expenditures, and are therefore, reported as part of the assigned fund balance at year-end, and are carried forward to supplement appropriations of the subsequent year.

State statutes require balanced budgets, but provide for the use of beginning unassigned fund balance to achieve that end. For the fiscal year 2015, \$565,000 of the beginning general fund unassigned fund balance was applied for this purpose.

2-B Budgetary Reconciliation to GAAP Basis

The Town employs certain accounting principles for budgetary reporting purposes that differ from a GAAP basis. The Statement of Revenues, Expenditures, and Changes in Fund Balance - Budgetary Basis presents the actual results to provide a comparison with the budget. The major difference between the budgetary basis and GAAP basis is as follows:

Encumbrances outstanding at year-end do not represent GAAP expenditures or liabilities, but represent budgetary accounting controls. Governmental fund budgets are maintained on the modified accrual basis of accounting except that budgetary basis expenditures include purchase orders and commitments (encumbrances) for goods or services not received at year-end. Encumbrances are recorded to reserve a portion of fund balance in the governmental fund types for commitments for which no liability exists.



Town of Plaistow, New Hampshire

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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE BASIC FINANCIAL STATEMENTS

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The following reconciles the general fund budgetary basis to the GAAP basis:

Revenues and other financing sources:	
Per Exhibit D (budgetary basis)	\$ 9,026,391
Adjustment:	
Basis difference:	
Inception of a capital lease	38,864
GASB Statement No. 54:	
To record revenue of the blended funds	70,242
To eliminate transfers between blended funds	(193,564)
Change in deferred inflows of resources relating to 60-day revenue recognition	(75,564)
Per Exhibit C-3 (GAAP basis)	<u>\$ 8,866,369</u>
Expenditures and other financing uses:	
Per Exhibit D (budgetary basis)	\$ 8,343,123
Adjustment:	
Basis differences:	
Encumbrances, beginning	880,307
Encumbrances, ending	(193,118)
Inception of a capital lease	38,864
GASB Statement No. 54:	
To record blended expendable trust expenditures during the year	49,025
To eliminate transfers between blended general and expendable trust funds	(442,632)
Per Exhibit C-3 (GAAP basis)	<u>\$ 8,675,569</u>

2-C Change in Accounting Principle

Effective July 1, 2014, the Town implemented GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*. The requirements of this Statement change the way the School District calculates and reports the costs and obligations associated with pensions. As a result of implementing GASB Statement No. 68 the Town has restated the beginning net position in the government-wide Statement of Net Position, effectively decreasing net position as of January 1, 2015 by \$5,735,001 (see Note 16). The reduction accounts for the associated net position liability, deferred outflows of resources, and deferred inflows of resources related to pensions.

Also, the Town adopted GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date – an amendment to GASB Statement No. 68*. This Statement addresses an issue in GASB Statement No. 68 concerning transition provisions related to certain pension contributions made to defined benefit pension plans prior to implementation of that Statement by employer and nonemployer contributing entities.

DETAILED NOTES ON ALL FUNDS

NOTE 3 – CASH AND CASH EQUIVALENTS

At December 31, 2015, the reported amount of the Town's deposits was \$11,147,483 and the bank balance was \$11,799,691. Of the bank balance \$10,282,699 was covered by federal depository insurance or by collateral held by the Town's agent in the Town's name, and \$1,516,992 was uninsured and uncollateralized.



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE BASIC FINANCIAL STATEMENTS

AS OF AND FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2015

Cash and cash equivalents reconciliation:

Cash per Statement of Net Position (Exhibit A)	\$ 10,926,835
Cash per Statement of Net Position - Fiduciary Fund (Exhibit E-1)	220,648
Total cash and cash equivalents	<u>\$ 11,147,483</u>

NOTE 4 – INVESTMENTS

Note 1-E describes statutory requirements covering the investment of the Town funds. At December 31, 2015, this Town had the following investments:

	Fair Value
Investments type:	
New Hampshire Public Deposit Investment Pool	\$ 301,102
Equity exchange traded funds	235,979
Equity mutual funds	5,251
Fixed income mutual funds	1,178,856
Total fair value	<u>\$ 1,721,188</u>

Interest Rate Risk – This is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to changes in market interest rates.

Custodial Credit Risk – This is the risk that in the event of the failure of the counterparty (e.g. broker/dealer) to honor a transaction, the Town will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

Concentration of Credit Risk – The Town places no limit on the amount it may invest in any one issuer. No more than 5% of the Town's investments are in any one issuer.

Investment reconciliation:

Investments per Statement of Net Position (Exhibit A)	\$ 1,716,041
Investments per Statement of Net Position - Fiduciary Funds (Exhibit E-1)	5,147
Total investments	<u>\$ 1,721,188</u>

NOTE 5 – TAXES RECEIVABLE

Taxes receivable represent the amount of current and prior year taxes which have not been collected as of December 31, 2015. The amount has been reduced by an allowance for an estimated uncollectible amount of \$538,000.

Taxes receivable by year are as follows:

	As reported on:	
	Exhibit A	Exhibit C-1
Property:		
Levy of 2015	\$ 727,244	\$ 727,244
Unredeemed (under tax lien):		
Levy of 2014	146,420	146,420
Levy of 2013	90,259	90,259
Levies of 2012 and prior	504,098	504,098
Less: allowance for estimated uncollectible taxes	(538,000) *	-
Net taxes receivable	<u>\$ 930,021</u>	<u>\$ 1,468,021</u>

*The allowance for uncollectible property taxes is not recognized under the modified accrual basis of accounting (Exhibit C-1 and C-3) due to the 60 day rule as explained in Note 1-C. However, the allowance is recognized under the full accrual basis of accounting (Exhibits A and B).



Town of Plaistow, New Hampshire

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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE BASIC FINANCIAL STATEMENTS

AS OF AND FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2015

NOTE 6 – OTHER RECEIVABLES

Receivables at December 31, 2015, consisted of accounts (billings for police details, water, sewer, ambulance, and other user charges) and intergovernmental amounts arising from grants. Receivables are recorded on the Town's financial statements to the extent that the amounts are determined to be material and substantiated not only by supporting documentation, but also by a reasonable, systematic method of determining their existence, completeness, valuation, and collectability.

Receivables as of December 31, 2015 for the Town's individual major fund and nonmajor funds in the aggregate including applicable allowances for uncollectible accounts are as follows:

	General Fund	Nonmajor Funds	Total
Receivables:			
Accounts	\$ 45,909	\$ 94,405	\$ 140,314
Intergovernmental	30,314	6,599	36,913
Gross receivables	76,223	101,004	177,227
Less: allowance for uncollectibles	-	(8,501)	(8,501)
Net total receivables	\$ 76,223	\$ 92,503	\$ 168,726

NOTE 7 – CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2015 consisted of the following:

	Balance, beginning	Additions	Disposals	Balance, ending
At cost:				
Not being depreciated:				
Land and improvements	\$ 3,983,963	\$ -	\$ -	\$ 3,983,963
Construction in progress	57,150	44,728	(57,150)	44,728
Total capital assets not being depreciated	4,041,113	44,728	(57,150)	4,028,691
Being depreciated:				
Buildings and building improvements	6,068,381	-	-	6,068,381
Vehicles and equipment	3,140,908	457,745	(276,652)	3,322,001
Infrastructure	3,219,953	572,002	-	3,791,955
Total capital assets being depreciated	12,429,242	1,029,747	(276,652)	13,182,337
Total all capital assets	16,470,355	1,074,475	(333,802)	17,211,028
Less accumulated depreciation:				
Buildings and building improvements	(2,582,360)	(147,249)	-	(2,729,609)
Vehicles and equipment	(1,647,402)	(186,225)	238,140	(1,595,487)
Infrastructure	(629,049)	(79,666)	-	(708,715)
Total accumulated depreciation	(4,858,811)	(413,140)	238,140	(5,033,811)
Net book value, capital assets being depreciated	7,570,431	616,607	(38,512)	8,148,526
Net book value, all capital assets	\$ 11,611,544	\$ 661,335	\$ (95,662)	\$ 12,177,217

Depreciation expense was charged to functions of the Town based on their usage of the related assets. The amounts allocated to each function are as follows:

General government	\$ 31,372
Public safety	189,438
Highways and streets	92,961
Water distribution and treatment	35,727
Culture and recreation	63,642
Total depreciation expense	\$ 413,140



Town of Plaistow, New Hampshire

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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE BASIC FINANCIAL STATEMENTS

AS OF AND FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2015

NOTE 8 – INTERFUND BALANCES AND TRANSFERS

Interfund Balances - The composition of interfund balances as of December 31, 2015 is as follows:

Receivable Fund	Payable Fund	Amount
General	Nonmajor	\$ 485,611
Nonmajor	General	76,470
		<u>\$ 562,081</u>

The outstanding balances among funds result mainly from the time lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

Interfund Transfers - The composition of interfund transfers for the year ended December 31, 2015 is as follows:

	Transfers In:		
	General Fund	Nonmajor Fund	Total
Transfers out:			
General fund	\$ -	\$ 10,000	\$ 10,000
Nonmajor fund	306,382	70,019	376,401
Total	<u>\$ 306,382</u>	<u>\$ 80,019</u>	<u>\$ 386,401</u>

During the year, transfers are used to (1) move revenues from the fund with collection authority to the fund responsible for expenditure and (2) move general fund resources to provide an annual subsidy.

NOTE 9 – INTERGOVERNMENTAL PAYABLES

Amounts due to other governments of \$7,526,046 at December 31, 2015 consist of the following:

General fund:	
Balance due to the Timberlane Regional School District	\$ 7,413,461
Miscellaneous fees due to the State of New Hampshire	3,439
Total general fund	<u>7,416,900</u>
Agency fund:	
Balance of expendable trusts due to the Timberland Regional School District	109,146
Total intergovernmental payables due	<u>\$ 7,526,046</u>

NOTE 10 – DEFERRED OUTFLOWS/INFLOWS OF RESOURCES

Deferred outflows and inflows of resources of \$258,625 and \$704,634 respectively in the government wide financial statements at December 31, 2015 consists of deferred amounts related to pensions. See Note 17 for more information on pension related deferrals.

Deferred inflows of resources of \$290,208 reported in the governmental funds as unavailable revenue consists of property taxes not collected within 60 days of year-end.



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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE BASIC FINANCIAL STATEMENTS

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NOTE 11 – CAPITAL LEASE OBLIGATIONS

The Town has entered into certain capital lease agreements under which the related equipment will become the property of the Town when all the terms of the lease agreements are met.

	Standard Interest Rate	Present Value of Remaining Payments as of December 31, 2015
Capital lease obligations:		
Police vehicles	2.50%	\$ 24,992
Highway chipper	2.50%	23,397
Police vehicles	2.75%	25,909
Total capital lease obligations		<u>\$ 74,298</u>

Leased equipment under capital leases, included in capital assets, is as follows:

	Governmental Activities
Equipment:	
Police vehicles	\$ 151,308
Highway chipper	38,995
Police vehicles	38,864
Total equipment	<u>229,167</u>
Less: accumulated depreciation	(48,129)
Total capital lease equipment	<u>\$ 181,038</u>

The annual requirements to amortize the capital leases payable as of December 31, 2015, including interest payments, are as follows:

Fiscal Year Ending December 31,	Governmental Activities
2016	\$ 47,786
2017	21,559
2018	7,995
Total requirements	<u>77,340</u>
Less: interest	3,042
Present value of remaining payments	<u>\$ 74,298</u>

Amortization of lease equipment under capital assets is included with depreciation expense.

NOTE 12 – LONG-TERM LIABILITIES

Changes in the Town's long-term liabilities consisted of the following for the year ended December 31, 2015:

	Balance January 1, 2015	Additions	Reductions	Balance December 31, 2015	Due Within One Year
Capital leases	\$ 106,599	\$ 38,864	\$ (71,165)	\$ 74,298	\$ 45,745
Compensated absences	194,110	20,899	-	215,009	-
Net other postemployment benefits	52,779	53,938	-	106,717	-
Total long-term liabilities	<u>\$ 353,488</u>	<u>\$ 113,701</u>	<u>\$ (71,165)</u>	<u>\$ 396,024</u>	<u>\$ 45,745</u>

All debt is general obligation debt of the Town, which is backed by its full faith and credit, and will be repaid from general governmental revenues.



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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE BASIC FINANCIAL STATEMENTS

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NOTE 13 – ENCUMBRANCES

Encumbrances outstanding in the general fund at December 31, 2015 are as follows:

General government:	
Legal	\$ 5,720
General government building	5,315
Other	16,694
Public safety:	
Police	15,274
Capital outlay	150,115
Total encumbrances	<u>\$ 193,118</u>

NOTE 14 – GOVERNMENTAL ACTIVITIES NET POSITION

Governmental activities net position reported on the Statement of Net Position at December 31, 2015 include the following:

Net investment in capital assets:	
Net property, buildings, and equipment	\$ 12,177,217
Less:	
Capital leases payable	(74,298)
Total net investment in capital assets	<u>12,102,919</u>
Restricted net position:	
Perpetual care - nonexpendable	112,712
Perpetual care - expendable	21,874
Library	282,634
Grants	12,046
Other special revenue funds	89,520
Total restricted net position	<u>518,786</u>
Unrestricted	(119,150)
Total net position	<u>\$ 12,502,555</u>

NOTE 15 – GOVERNMENTAL FUND BALANCES

Governmental fund balances reported on the fund financial statements at December 31, 2015 include the following:

	General Fund	Other Governmental Funds	Total Governmental Funds
Nonspendable:			
Prepaid items	\$ 83,501	\$ -	\$ 83,501
Permanent fund - principal balance	-	112,712	112,712
Total nonspendable fund balance	<u>83,501</u>	<u>112,712</u>	<u>196,213</u>
Restricted:			
Library	282,634	-	282,634
Grants	-	12,046	12,046
Other special revenue funds	-	89,520	89,520
Permanent - income balance	-	21,874	21,874
Total restricted fund balance	<u>282,634</u>	<u>123,440</u>	<u>406,074</u>

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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE BASIC FINANCIAL STATEMENTS

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Governmental fund balances continued:

	General Fund	Other Governmental Funds	Total Governmental Funds
Committed:			
Expendable trust	1,401,346	-	1,401,346
Other special revenue funds	-	601,768	601,768
Impact fees	-	165,384	165,384
Outside details	-	32,827	32,827
Highway radar grant	-	3,620	3,620
Recreation revolving	-	33,608	33,608
Total committed fund balance	1,401,346	837,207	2,238,553
Assigned:			
Encumbrances	193,118	-	193,118
Other special revenue funds	-	1,624	1,624
Total assigned fund balance	193,118	1,624	194,742
Unassigned	3,458,497	-	3,458,497
Total governmental fund balances	\$ 5,419,096	\$ 1,074,983	\$ 6,494,079

NOTE 16 – PRIOR PERIOD ADJUSTMENTS

Net position/fund balance at January 1, 2015 was restated to give retroactive effect to the following prior period adjustments:

	Government-wide Statements	General Fund	Other Governmental Funds
To record the beginning balance (for implementation of GASB Statements No 68 and 71):			
Deferred outflows of resources	\$ 217,132	\$ -	\$ -
Deferred inflows of resources	(864,987)	-	-
Net pension liability	(5,087,146)	-	-
To remove allowance for uncollectible property taxes, not reported on modified accrual basis	-	538,000	-
Change in methodology for presentation of 60 day property tax deferred inflow	-	650,887	-
To record payable balance, not previously reported	(24,733)	-	(24,733)
To record receivable balance, not reported previously	83,880	-	83,880
Net position/fund balance, as previously reported	17,271,772	4,039,409	1,108,775
Net position/fund balance, as restated	\$ 11,595,918	\$ 5,228,296	\$ 1,167,922

Additionally, prior year budgetary fund balance reclassifications (additions/subtractions) resulted in a restated beginning budgetary unassigned fund balance of \$2,580,796, but total beginning budgetary fund balance did not change.

NOTE 17 – DEFINED BENEFIT PENSION PLAN

Plan Description: The New Hampshire Retirement System (NHRS or the System) is a public employee retirement system that administers one cost-sharing multiple-employer defined benefit pension plan (Pension Plan), a component unit of the State of New Hampshire, as defined in Governmental Accounting Standards Board (GASB) Statement No. 67, Financial Reporting for Pension Plans – an amendment of GASB Statement No. 25. The Pension Plan was established in 1967 by RSA 100-A:2 and is qualified as a tax exempt organization under Sections 401(a) and 501(a) of the Internal Revenue Code. The Pension Plan is a



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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE BASIC FINANCIAL STATEMENTS AS OF AND FOR THE FISCAL YEAR ENDED DECEMBER 31, 2015

contributory, defined benefit plan providing service, disability, death and vested retirement benefits to members and their beneficiaries. Substantially all full-time state employees, public school teachers and administrators, permanent firefighters and permanent police officers with in the State are eligible and required to participate in the Pension Plan. The System issues a publically available financial report that may be obtained by writing the New Hampshire Retirement System, 54 Regional Drive, Concord, NH 03301.

Benefits Provided: The Pension Plan is divided into two membership groups. State and local employees and teachers belong to Group I. Police and firefighters belong to Group II. All assets are held in a single trust and available to pay retirement benefits to all members.

Group I members at age 60 or 65 (for members who commence service after July 1, 2011) qualify for a normal service retirement allowance based on years of creditable service and average final salary for the highest of either three or five years, depending on when their service commenced. The yearly pension amount is 1/60 or 1.667% of average final compensation (AFC), multiplied by years of creditable service. At age 65, the yearly pension amount is recalculated at 1/66 or 1.515% of AFC multiplied by years of creditable service.

Group II members who are age 60, or members who are at least age 45 with at least 20 years of creditable service, can receive a retirement allowance at a rate of 2.5% of AFC for each year of creditable service, not to exceed 40 years. Members commencing service on or after July 1, 2011 or members who have nonvested status as of January 1, 2012 can receive a retirement allowance at age 52.5 with 25 years of service or age 60. The benefit shall be equal to 2% of AFC times creditable service up to 42.5 years. However, a member who commenced service on or after July 1, 2011 shall not receive a retirement allowance until attaining the age of 52.5, but may receive a reduced allowance after age 50 if the member has at least 25 years of creditable service where the allowance shall be reduced, for each month by which the member attains 52.5 years of age by $\frac{1}{4}$ of 1% or age 60.

Members of both groups may qualify for vested deferred allowances, disability allowances and death benefit allowances, subject to meeting various eligibility requirements. Benefits are based on AFC or earnable compensation and/or service.

Contributions: The System is financed by contributions from both the employees and the Town. Member contribution rates are established and may be amended by the State legislature while employer contribution rates are set by the System trustees based on an actuarial valuation. For fiscal year 2015, all employees except police officers and firefighters were required to contribute 7% of earnable compensation. The contribution rates were 11.55% for police officers and 11.80% for firefighters. The Town's contribution rates for 2015 for pension and medical subsidy were as follows:

Period	Police	Fire	All Other Employees
January 1, 2015 thru June 30, 2015	25.30%	27.74%	10.77%
July 1, 2015 thru December 31, 2015	26.38%	29.16%	11.17%

The contribution requirements for the fiscal years 2013, 2014, and 2015 were \$455,481, \$491,171, and \$489,494, respectively, which were paid in full in each year.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions - At December 31, 2015 the Town reported a liability of \$5,078,269 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. 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 towns and school districts, actuarially determined. At June 30, 2015, the Town's proportion was 0.12818969% which was an decrease of 0.00733792% from its proportion measured as of June 30, 2014.



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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE BASIC FINANCIAL STATEMENTS

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For the year ended December 31, 2015, the Town recognized pension expense of \$710,900. At December 31, 2015 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	\$ 36,772	\$ 457,473
Differences between expected and actual experiences	-	111,438
Net difference between projected and actual investment earnings on pension plan investments	-	135,723
Contributions subsequent to the measurement date	221,853	-
Total	<u>\$ 258,625</u>	<u>\$ 704,634</u>

The \$221,853 reported as deferred outflows of resources related to pensions results from the Town contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2016. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Fiscal Year Ending December 31,	
2016	\$ (201,828)
2017	(201,828)
2018	(201,828)
2019	(29,680)
2020	(32,697)
Thereafter	-
Totals	<u>\$ (667,861)</u>

Actuarial Assumptions: The collective total pension liability was determined by a roll forward of the actuarial valuation as of June 30, 2014, using the following actuarial assumptions which, accordingly apply to both 2015 and 2014 measurements:

Inflation:	3.0%
Salary increases:	3.75- 5.8% average, including inflation
Investment rate of return:	7.75% net of pension plan investment expense, including inflation

Mortality rates were based on the RP-2000 mortality table, projected to 2020 with Scale AA. The table includes a margin of 15% for men and 17% for women for mortality improvements.

The actuarial assumptions used in the June 30, 2014 valuation were based on the results of the most recent actuarial experience study, which was for the period July 1, 2005 – June 30, 2010.

Long-term Rates of Return: The long-term expected rate of return on pension plan investment was selected from a best estimate range determined using the building block approach. Under this method, an expected future real return range is calculated separately for each asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rate of return net of investment expenses by the target asset allocation percentage and by adding expected inflation.



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INDEPENDENT AUDITOR'S REPORT (Continued)

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Following is a table presenting target allocations and long-term rates of return for 2015:

Asset Class	Target Allocation	Weighted average long-term expected real rate of return 2015
Large Cap Equities	22.50%	3.00%
Small/Mid Cap Equities	7.50%	3.00%
Total domestic equity	30.00%	
Int'l Equities (unhedged)	13.00%	4.00%
Emerging Int'l Equities	7.00%	6.00%
Total international equity	20.00%	
Core Bonds	4.50%	(0.70%)
Short Duration	2.50%	(1.00%)
Global Multi-Sector Fixed Income	11.00%	0.58%
Unconstrained Fixed Income	7.00%	0.16%
Total fixed income	25.00%	
Private equity	5.00%	3.50%
Private debt	5.00%	4.50%
Real estate	10.00%	3.50%
Opportunistic	5.00%	2.75%
Total alternative investments	25.00%	
Total	100.00%	

Discount Rate: The discount rate used to measure the collective total pension liability was 7.75%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. For purposes of the projection, member contributions and employer service cost contributions are projected based on the expected payroll of current members only. Employer contributions are determined based on the Pension Plan's actuarial funding policy as required by RSA 100-A:16. Based on those assumptions, the Pension Plan's fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term expected rate of return on Pension Plan investment was applied to all periods of projected benefit payments to determine the collective total pension liability.

Sensitivity of the Town's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate: The following table presents the Town's proportionate share of the net pension liability calculated using the discount rate of 7.75% 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 1-percentage point lower (6.75%) or 1-percentage point higher (8.75%) than the current rate:

Actuarial Valuation Date	1% Decrease 6.75%	Current Single Rate Assumption 7.75%	1% Increase 8.75%
June 30, 2015	\$ 6,684,881	\$ 5,078,269	\$ 3,708,623
June 30, 2014	\$ 6,700,598	\$ 5,087,146	\$ 3,725,956
June 30, 2013	\$ 7,811,817	\$ 6,093,361	\$ 4,648,837

Pension Plan Fiduciary Net Position: Detailed information about the pension plan's fiduciary net position is available in the separately issued New Hampshire Retirement System Cost-Sharing Multiple Employer Defined Benefit Pension Plan financial report.



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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE BASIC FINANCIAL STATEMENTS

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NOTE 18 – OTHER POSTEMPLOYMENT BENEFITS (OPEB)

Plan Description and Annual OPEB Cost - The Town provides postemployment benefit options for health care to eligible retirees, terminated employees, and their dependents in accordance with the provisions of various employment contracts. The benefit levels, employee contributions, and employer contributions are governed by the City's contractual agreements.

The Governmental Accounting Standards Board (GASB) issued Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*. GASB Statement No. 45 requires that the long-term cost of retirement health care and obligations for other postemployment benefits (OPEB) be determined on an actuarial basis and reported similar to pension plans. GASB Statement No. 45 does not mandate the pre-funding of postemployment benefit liabilities. However, any pre-funding of these benefits will help minimize or eliminate the postemployment benefit obligation that will be required to be reported on the financial statements.

The Town has only partially funded (on a pay-as-you-go basis) the annual required contribution (ARC), an actuarially determined rate in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities over a period not to exceed 30 years. The following table presents the OPEB cost for the year, the amount contributed and changes in the OPEB plan for fiscal year 2015:

Annual required contribution	\$ 97,285
Interest on net OPEB obligation	2,111
Adjustment to annual required contribution	(1,960)
Annual OPEB cost (expense)	97,436
Contributions made	(43,498)
Increase in net OPEB obligation	53,938
Net OPEB obligation - beginning of year	52,779
Net OPEB obligation - end of year	\$ 106,717

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for fiscal year 2015 and the preceding year were as follows:

Fiscal Year Ended	Annual OPEB	Actual	Percentage Contributed	Net OPEB Obligation
	Contribution Cost	Contributions (pay-as-you-go)		
December 31, 2015	\$ 97,285	\$ 43,498	44.71%	\$ 106,717
December 31, 2014	\$ 92,685	\$ 39,906	43.10%	\$ 52,779

As of January 1, 2014, the date of the most recent actuarial valuation, the actuarial accrued liability (AAL) for benefits was \$1,178,046, with no actuarial value of assets, resulting in an unfunded actuarial accrued liability (UAAL) of \$1,178,046. The covered payroll (annual payroll of active employees covered by the plan) was \$2,291,816 during fiscal year 2015, and the ratio of the UAAL to the covered payroll was 51.40%.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Actuarially determined amounts are subject to continual revisions as actual results are compared with past expectations and new estimates are made about the future. The Schedule of Funding Progress for Other Postemployment Benefits Plan, presented as required supplementary information following the notes to the financial statements, is designed to present multiyear trend information about whether the actuarial value of the plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.



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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE BASIC FINANCIAL STATEMENTS

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Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The projection of benefits for financial reporting purposes does not explicitly incorporate the potential effects of legal or contractual funding limitations on the pattern of cost sharing between the employer and plan members in the future. The actuarial methods and assumptions used include techniques that are designed to reduce the effect of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the January 1, 2014 actuarial valuation, the actuarial cost method was used. The actuarial assumptions included a 4.0% investment rate of return per annum. The projected annual healthcare cost trend is 9% initially, reduced by decrements to an ultimate rate of 5.0% for years 2018 and later. The UAAL is being amortized as a level dollar amount over an open basis. The remaining amortization period at December 31, 2015 was 30 years.

NOTE 19 – RISK MANAGEMENT

The Town is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; injuries to employees; or natural disasters. During fiscal year 2015, the Town was a member of the Local Government Center Property-Liability Trust, LLC, and the New Hampshire Public Risk Management Exchange (Primex³) Workers' Compensation and Property/Liability Programs. These entities are considered a public entity risk pools, currently operating as common risk management and insurance programs for member Towns and cities.

The Local Government Center Property-Liability Trust, LLC, is a Trust organized to provide certain property and liability insurance coverages to member Towns, cities and other qualified political subdivisions of New Hampshire. As a member of the Local Government Center Property-Liability Trust, LLC, 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 to December 31. The program maintains a self-insured retention above which it purchases reinsurance and excess insurance. This policy covers property, auto physical damage, crime, general liability, and public officials' liability subject to a \$1,000 deductible.

Contributions paid in fiscal year ending December 31, 2015, to be recorded as an insurance expenditure totaled \$75,644. There were no unpaid contributions for the year ended December 31, 2015.

The New Hampshire Public Risk Management Exchange (Primex³) Workers' Compensation Program is a pooled risk management program under RSAs 5-B and 281-A. Coverage was provided from January 1, 2015 to December 31, 2015 by Primex³, which retained \$1,000,000 of each workers' compensation loss, \$500,000 of each liability loss, and \$200,000 of each property loss. The Board has decided to self-insure the aggregate exposure and has allocated funds based on actuarial analysis for that purpose. The estimated net contribution from the Town of Plaistow billed and paid for the year ended December 31, 2015 was \$82,674 for workers' compensation.

NOTE 20 – CONTINGENCIES

There are various legal claims and suits pending against the Town which arose in the normal course of the governments activities. In the opinion of management, the ultimate disposition of these various claims and suits will not have a material effect on the financial position of the Town.

The Town participates in various federal grant programs, the principal of which are subject to program compliance audits pursuant to the Single Audit Act as amended. Accordingly, the government's compliance with applicable grant requirements will be established at a future date. The amount of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the government anticipates such amounts, if any, will be immaterial.



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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE BASIC FINANCIAL STATEMENTS

***AS OF AND FOR THE FISCAL YEAR ENDED
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NOTE 21 – SUBSEQUENT EVENTS

Subsequent events are events or transactions that occur after the balance sheet date, but before the financial statements are issued. Recognized subsequent events are events or transactions that provided additional evidence about conditions that existed at the balance sheet date, including the estimates inherent in the process of preparing the financial statements. Nonrecognized subsequent events are events that provide evidence about conditions that did not exist at the balance sheet date, but arose after the date. Management has evaluated subsequent events through February 10, 2017, the date the December 31, 2015 financial statements were available to be issued, and the following was identified:

At the 2016 annual town meeting, the Town voted to authorize the issuance of bonds/notes not to exceed \$8,500,000 for the purpose of an expansion to the public safety building. Also, \$70,000 of the December 31, 2015 fund balance was appropriated as a transfer to the Cable Department Capital Reserve Fund.



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INDEPENDENT AUDITOR'S REPORT (Continued)

EXHIBIT F

TOWN OF PLAISTOW, NEW HAMPSHIRE

Schedule of Funding Progress for Other Postemployment Benefit Plan For the Fiscal Year Ended December 31, 2015

Fiscal Year End	Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll ((b-a)/c)
December 31, 2015	January 1, 2014	\$ -	\$ 1,178,046	\$ 1,178,046	0.00%	\$ 2,291,816	51.40%
December 31, 2014	January 1, 2014	\$ -	\$ 1,122,850	\$ 1,122,850	0.00%	\$ 1,981,132	56.70%

EXHIBIT G

TOWN OF PLAISTOW, NEW HAMPSHIRE

Schedule of the Town's Proportionate Share of Net Pension Liability New Hampshire Retirement System Cost Sharing Multiple Employer Defined Benefit Plan For the Fiscal Year Ended December 31, 2015

Fiscal Year End	Valuation Date	Town's Proportion of Net Pension Liability	Proportionate Share of Net Pension Liability	Covered Payroll	Town Proportionate Share of Net Pension Liability as a Percentage of Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
December 31, 2015	June 30, 2015	0.12818969%	\$ 5,078,269	\$ 2,578,181	196.97%	63.47%
December 31, 2014	June 30, 2014	0.13552761%	\$ 5,087,146	\$ 2,649,750	191.99%	66.32%
December 31, 2013	June 30, 2013	0.14158146%	\$ 6,093,361	\$ 2,686,031	226.85%	59.81%

EXHIBIT H

TOWN OF PLAISTOW, NEW HAMPSHIRE

Schedule of Town Contributions New Hampshire Retirement System Cost Sharing Multiple Employer Defined Benefit Plan For the Fiscal Year Ended December 31, 2015

Fiscal Year End	Valuation Date	Contractually Required Contribution	Actual Contribution	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percentage of Covered Payroll
December 31, 2015	June 30, 2015	\$ 430,061	\$ 430,061	\$ -	\$ 2,578,181	16.68%
December 31, 2014	June 30, 2014	\$ 439,683	\$ 439,683	\$ -	\$ 2,649,750	16.59%
December 31, 2013	June 30, 2013	\$ 352,048	\$ 352,048	\$ -	\$ 2,686,031	13.11%



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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION

FOR THE FISCAL YEAR ENDED DECEMBER 31, 2015

Schedule of Funding Progress for Other Postemployment Benefits (OPEB)

As required by GASB Statement No. 45, Exhibit F represents the actuarial determined costs associated with the Town's other postemployment benefits for the fiscal year ended December 31, 2015.

Actuarial Methods and Assumptions

Actuarial valuations involve estimates of the value of reported amounts using assumptions about the probability of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new assumptions are made about future expectations. These actuarial calculations reflect a long-term perspective. The actuarial assumptions used in this report are as prescribed in GASB 45 under Alternate Measurement Method.

Payroll Growth	3.5% per year (for amortization purposes only)			
Inflation Rate	3.0% per year			
Cost Method	Projected Unit Credit with linear proration to decrement			
Amortization	Level % of pay over thirty years based on an open group.			
Health Care Coverage Election Rate	Active employees with current coverage: 40%. Active employees with no coverage: 0% Inactive employees with current coverage: 100% Inactive employees with no coverage: 0%			
Spousal Coverage	Actual spousal coverage for active employees and retirees are based on actual data. Husbands are assumed to be three years older than wives for future retirees. Actual spouse's ages are used for current retirees.			
Employer Funding Policy	Pay-as-you-go cash basis			
Mortality	SOA RPH-2014 Total Dataset Mortality Table fully generational using Scale MP-2014			
Health Care Trend Rates	FYE	Trends	FYE	Trends
	2015	9.0%	2020	6.5%
	2016	8.5%	2021	6.0%
	2017	8.0%	2022	5.5%
	2018	7.5%	2023+	5.0%
	2019	7.0%		
Retiree Contributions	Retiree contributions are assumed to increase according to health care trend rates.			



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INDEPENDENT AUDITOR'S REPORT (Continued)

NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION

FOR THE FISCAL YEAR ENDED DECEMBER 31, 2015

Schedule of the Town's Proportionate Share of Net Pension Liability & Schedule of Town Contributions

As required by GASB Statement No. 68, and as amended by GASB Statement No. 71, Exhibits G and H represent the actuarial determined costs associated with the Town's pension plan at December 31, 2015.

Methods and Assumptions Used to Determine Contribution Rates for Fiscal Year 2014:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level Percentage-of-Payroll, Closed
Remaining Amortization Period	25 Years beginning July 1, 2014
Asset Valuation Method	5-Year smooth market for funding purposes
Price Inflation	3.0% per year
Wage Inflation	3.75% per year
Salary Increases	5.8% Average, including inflation
Municipal Bond Rate	4.29% per year
Investment Rate of Return	7.75% per year
Retirement Age	Experience-based table of rates that are specific to the type of eligibility condition. Last updated for the 2011 valuation pursuant to an experience study of the period 2005-2010.
Mortality	RP-2000 mortality table, projected to 2020 with Scale AA. The table includes a margin of 15% for men and 17% for women for mortality improvements.

Other Information:

Notes	Contribution rates for Fiscal Year 2014 were determined based on the benefit changes adopted under House Bill No. 2 as amended by 011-2513-CoFC.
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Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



INDEPENDENT AUDITOR'S REPORT (Continued)

SCHEDULE 1 TOWN OF PLAISTOW, NEW HAMPSHIRE Major General Fund

*Schedule of Estimated and Actual Revenues (Non-GAAP Budgetary Basis)
For the Fiscal Year Ended December 31, 2015*

	Estimated	Actual	Variance Positive (Negative)
Taxes:			
Property	\$ 5,012,556	\$ 5,105,442	\$ 92,886
Interest and penalties on taxes	130,000	142,300	12,300
Total from taxes	5,142,556	5,247,742	105,186
Licenses, permits, and fees:			
Business licenses, permits, and fees	2,000	2,010	10
Motor vehicle permit fees	1,508,000	1,572,292	64,292
Building permits	136,500	167,502	31,002
Other	68,300	78,332	10,032
Total from licenses, permits, and fees	1,714,800	1,820,136	105,336
Intergovernmental:			
State:			
Meals and rooms distribution	363,649	363,649	-
Highway block grant	140,189	141,399	1,210
Other	130,715	187,515	56,800
Federal:			
Other	38,836	44,636	5,800
Total from intergovernmental	673,389	737,199	63,810
Charges for services:			
Income from departments	83,700	95,609	11,909
Miscellaneous:			
Special assessments	170,000	166,517	(3,483)
Sale of municipal property	123,000	167,364	44,364
Interest on investments	4,000	8,844	4,844
Fines and forfeits	2,000	2,330	330
Insurance dividends and reimbursements	35,000	45,147	10,147
Contributions and donations	-	738	738
Other	176,500	234,819	58,319
Total from miscellaneous	510,500	625,759	115,259
Other financing sources:			
Transfers in	203,105	499,946	296,841
Total revenues and other financing sources	8,328,050	\$ 9,026,391	\$ 698,341
Unassigned fund balance used to reduce tax rate	565,000		
Total revenues, other financing sources, and use of fund balance	\$ 8,893,050		



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



INDEPENDENT AUDITOR'S REPORT (Continued)

SCHEDULE 2 TOWN OF PLAISTOW, NEW HAMPSHIRE Major General Fund

*Schedule of Appropriations, Expenditures, and Encumbrances (Non-GAAP Budgetary Basis)
For the Fiscal Year Ended December 31, 2015*

	Encumbered from Prior Year	Appropriations	Expenditures	Encumbered to Subsequent Year	Variance Positive (Negative)
Current:					
General government:					
Executive	\$ -	\$ 293,148	\$ 298,654	\$ -	\$ (5,506)
Election and registration	-	116,681	108,137	-	8,544
Financial administration	-	316,659	357,370	-	(40,711)
Legal	-	50,000	35,277	5,720	9,003
Personnel administration	-	1,797,381	1,617,016	-	180,365
Planning and zoning	6,000	91,956	60,407	-	37,549
General government buildings	-	177,260	218,460	5,315	(46,515)
Cemeteries	-	-	14,949	-	(14,949)
Insurance, not otherwise allocated	-	63,000	75,644	-	(12,644)
Advertising and regional associations	-	25,771	25,553	-	218
Other	-	33,833	22,910	16,694	(5,771)
Total general government	6,000	2,965,689	2,834,377	27,729	109,583
Public safety:					
Police	15,840	1,939,904	1,813,309	15,274	127,161
Fire	20,950	562,606	551,580	-	31,976
Building inspection	-	114,347	123,002	-	(8,655)
Emergency management	-	26,050	21,004	-	5,046
Total public safety	36,790	2,642,907	2,508,895	15,274	155,528
Highways and streets:					
Public works garage	-	286,486	292,699	-	(6,213)
Highways and streets	383,738	558,600	720,940	-	221,398
Street lighting	-	97,000	101,693	-	(4,693)
Total highways and streets	383,738	942,086	1,115,332	-	210,492
Water distribution and treatment	-	43,105	20,052	-	23,053
Sanitation:					
Solid waste collection	-	515,000	577,013	-	(62,013)
Solid waste clean-up	-	47,000	39,767	-	7,233
Total sanitation	-	562,000	616,780	-	(54,780)
Health:					
Administration	-	80,167	73,886	-	6,281
Pest control	-	1,150	451	-	699
Health agencies	-	60,082	60,131	-	(49)
Total health	-	141,399	134,468	-	6,931
Welfare:					
Administration	-	740	30	-	710
Direct assistance	-	32,350	13,198	-	19,152
Total welfare	-	33,090	13,228	-	19,862
Culture and recreation:					
Parks and recreation	4,000	215,199	208,750	-	10,449
Library	-	542,643	529,148	-	13,495
Patriotic purposes	-	1,000	800	-	200
Other	-	26,619	28,323	-	(1,704)
Total culture and recreation	4,000	785,461	767,021	-	22,440
Conservation	6,730	9,680	2,905	-	13,505

(Continued)



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



INDEPENDENT AUDITOR'S REPORT (Continued)

SCHEDULE 2 (Continued)
TOWN OF PLAISTOW, NEW HAMPSHIRE
Major General Fund

Schedule of Appropriations, Expenditures, and Encumbrances (Non-GAAP Budgetary Basis)
For the Fiscal Year Ended December 31, 2015

	Encumbered from Prior Year	Appropriations	Expenditures	Encumbered to Subsequent Year	Variance Positive Negative
Debt service:					
Interest on tax anticipation notes	-	1	-	-	1
Capital outlay	443,049	315,000	564,622	150,115	43,312
Other financing uses:					
Transfers out	-	452,632	452,632	-	-
Total appropriations, expenditures, other financing uses, and encumbrances	\$ 880,307	\$ 8,893,050	\$ 9,030,312	\$ 193,118	\$ 549,927

SCHEDULE 3
TOWN OF PLAISTOW, NEW HAMPSHIRE
Major General Fund
Schedule of Changes in Unassigned Fund Balance
For the Fiscal Year Ended December 31, 2015

Unassigned fund balance, beginning (Non-GAAP Budgetary Basis), as restated (see Note 16)	\$ 2,580,796
Changes:	
Unassigned fund balance used to reduce 2015 tax rate	(565,000)
2015 Budget summary:	
Revenue surplus (Schedule 1)	\$ 698,341
Unexpended balance of appropriations (Schedule 2)	549,927
2015 Budget surplus	1,248,268
Increase in nonspendable fund balance	(53,359)
Unassigned fund balance, ending (Non-GAAP Budgetary Basis)	3,210,705
<i>Reconciliation of Non-GAAP Budgetary Basis to GAAP Basis:</i>	
To comply with generally accepted accounting principles by deferring property taxes not collected within 60 days of fiscal year-end	(290,208)
Elimination of the allowance for uncollectible taxes	538,000
Unassigned fund balance, ending, GAAP basis (Exhibit C-1)	\$ 3,458,497



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



INDEPENDENT AUDITOR'S REPORT (Continued)

SCHEDULE 4
TOWN OF PLAISTOW, NEW HAMPSHIRE
Nonmajor Governmental Funds
Combining Balance Sheet
December 31, 2015

	Special Revenue Funds							Total
	Grants	Other Special Revenue	Impact Fees	Outside Details	Highway Road Grant	Recreation Revolving	Permanent Fund	
ASSETS								
Cash and cash equivalents	\$ 12,393	\$ 960,369	\$ 220,248	\$ 40,169	\$ 3,620	\$ 38,077	\$ 7,530	\$ 1,282,406
Investments	-	-	-	-	-	-	127,056	127,056
Accounts receivable (net)	-	79,339	-	6,565	-	-	-	85,904
Intergovernmental receivable	6,599	-	-	-	-	-	-	6,599
Interfund receivable	-	76,470	-	-	-	-	-	76,470
Total assets	<u>\$ 18,992</u>	<u>\$ 1,116,178</u>	<u>\$ 220,248</u>	<u>\$ 46,734</u>	<u>\$ 3,620</u>	<u>\$ 38,077</u>	<u>\$ 134,586</u>	<u>\$ 1,578,435</u>
LIABILITIES								
Accounts payable	\$ -	\$ -	\$ 17,841	\$ -	\$ -	\$ -	\$ -	\$ 17,841
Interfund payable	6,946	423,266	37,023	13,907	-	4,469	-	485,611
Total liabilities	<u>6,946</u>	<u>423,266</u>	<u>54,864</u>	<u>13,907</u>	<u>-</u>	<u>4,469</u>	<u>-</u>	<u>503,452</u>
FUND BALANCES								
Nonspendable	-	-	-	-	-	-	112,712	112,712
Restricted	12,046	89,520	-	-	-	-	21,874	123,440
Committed	-	601,768	165,384	32,827	3,620	33,608	-	837,207
Assigned	-	1,624	-	-	-	-	-	1,624
Total fund balances	<u>12,046</u>	<u>692,912</u>	<u>165,384</u>	<u>32,827</u>	<u>3,620</u>	<u>33,608</u>	<u>134,586</u>	<u>1,074,983</u>
Total liabilities and fund balances	<u>\$ 18,992</u>	<u>\$ 1,116,178</u>	<u>\$ 220,248</u>	<u>\$ 46,734</u>	<u>\$ 3,620</u>	<u>\$ 38,077</u>	<u>\$ 134,586</u>	<u>\$ 1,578,435</u>



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



INDEPENDENT AUDITOR'S REPORT (Continued)

SCHEDULE 5
TOWN OF PLAISTOW, NEW HAMPSHIRE
Nonmajor Governmental Funds
Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances
For the Fiscal Year Ended December 31, 2015

	Special Revenue Funds							Total
	Grants	Other Special Revenue	Impact Fees	Outside Details	Highway Radar Grant	Recreation Revolving	Permanent Fund	
REVENUES								
Taxes	\$ -	\$ 77,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77,500
Intergovernmental	82,730	2,935	-	-	3,620	-	-	89,285
Charges for services	-	121,349	-	71,545	-	10,036	-	202,930
Miscellaneous	31	17,701	112,307	33	-	51	4,508	134,631
Total revenues	82,761	219,485	112,307	71,578	3,620	10,087	4,508	504,346
EXPENDITURES								
Current:								
Public safety	178,520	10,625	20,727	55,116	-	-	-	264,988
Water distribution and treatment	10,525	-	4,299	-	-	-	-	14,824
Culture and recreation	-	-	7,500	-	-	8,264	-	15,764
Conservation	-	5,327	-	-	-	-	-	5,327
Total expenditures	189,045	15,952	32,526	55,116	-	8,264	-	300,903
Excess (deficiency) of revenues over (under) expenditures	(106,284)	203,533	79,781	16,462	3,620	1,823	4,508	203,443
OTHER FINANCING SOURCES (USES)								
Transfers in	-	80,019	-	-	-	-	-	80,019
Transfers out	-	(365,209)	(11,192)	-	-	-	-	(376,401)
Total other financing sources (uses)	-	(285,190)	(11,192)	-	-	-	-	(296,382)
Net change in fund balances	(106,284)	(81,657)	68,589	16,462	3,620	1,823	4,508	(92,939)
Fund balances, beginning, as restated (see Note 16)	118,330	774,569	96,795	16,365	-	31,785	130,078	1,167,922
Fund balances, ending	\$ 12,046	\$ 692,912	\$ 165,384	\$ 32,827	\$ 3,620	\$ 33,608	\$ 134,586	\$ 1,074,983



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



INDEPENDENT AUDITOR'S REPORT (Continued)



PLODZIK & SANDERSON

Professional Association/Accountants & Auditors

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INDEPENDENT AUDITOR'S COMMUNICATION OF A SIGNIFICANT DEFICIENCY

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

In planning and performing our audit of the financial statements of the governmental activities, major fund, and aggregate remaining fund information of the Town of Plaistow as of and for the year ended December 31, 2015, in accordance with auditing standards generally accepted in the United States of America, we considered the Town of Plaistow's internal control over financial reporting (internal control) as a basis for designing 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 of Plaistow's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Plaistow's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph 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 were not identified. However, as discussed below, we identified a certain deficiency in internal control that we consider to be a significant deficiency.

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. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

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. We consider the following deficiency in internal control to be a significant deficiency:

Impact Fees

Our audit procedures performed on the impact fees maintained by the Town revealed the following:

- Reimbursement of expenditures for impact fees should be made in a timely manner. Reimbursement for disbursements, incurred from September 4, 2014 to June 1, 2015, was not reimbursed to the Town until August 18, 2015. In addition, disbursements incurred from August 24, 2015 to December 9, 2015 were not reimbursed until 2016.
- At December 31, 2015 \$29,033 was set up as a payable due back to property owners for impact fee balances that had expired and of that amount \$24,733 related to a prior year. RSA 674:21 V(e) states that if funds have not become encumbered or otherwise legally bound to be spent for the purpose for which it was collected it shall be refunded, with any accrued interest in a reasonable time (6 years is considered reasonable).
- RSA 674:21 V(1) requires the Town, no later than 60 days following year-end of the fiscal year, to prepare a report showing listings of all expenditures of impact fee revenue for the prior fiscal year. This needs to be done by March 1st annually and should be made available to the public to enable them to track the payment expenditure, and status of the individually collected fees to determine whether said fees were expended, returned, or refunded. There was no indication that this was done for 2015. By not completing this report for public viewing the Town was not in compliance with the state statute.



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



INDEPENDENT AUDITOR'S REPORT (Continued)

Town of Plaistow

Independent Auditor's Communication

It is recommended that the Town review its impact fee ordinance as well as RSA 674:21 and adhere to both. In addition, an annual review should be made of unexpended impact fee balances to ensure that they are being used and if not, they are being refunded in a timely manner. Finally, prior to March 1st of each year, the Town needs to publish a report showing the necessary impact fee activity for the prior year.

Management's Response: The Town has implemented a number of controls to help ensure that the appropriate staff are reviewing and coordinating the proper controls for impact fees. As the Town had employed a professional CPA firm to manage fiduciary responsibilities and reporting requirements, we were surprised to learn that impact fee revenue had lapsed. Annually, during the budgeting process, the Town has historically looked to utilize any available impact fees for allowable projects. Unfortunately, in 2015 there were a number of personnel changes in the elected Town Treasurer's position, and Town staff, as well as the professional CPA firm that contributed to this oversight.

The Town of Plaistow's written response to the significant deficiency identified in our audit has not been subjected to the audit procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

This communication is intended solely for the information and use of management, Board of Selectmen and Town Manager, and others within the Town of Plaistow, and is not intended to be and should not be used by anyone other than these specified parties.

February 10, 2017

*Plodzik & Sanderson
Professional Association*



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



AMERICAN LEGION POST 34

PLAISTOW AREA VETERANS AND THEIR FAMILIES **WHAT CARL G. DAVIS, POST 34 THE AMERICAN LEGION** **CAN DO TO HELP**

(CONFIDENTIALITY IS STRICTLY ENFORCED)

Call the Post @ 382-9777 to connect with either the Service Officer or the Post Commander.

- 1. The Constitution and Bylaws of Carl G. Davis, Post 34 allows the Post Service Officer to provide immediate funding (after talking with the veteran) to help an honorably discharged veteran, active duty military and Families in need. The help may be in the form of rent payments, food, heat or electric payment, gas/car repair for transportation to work, help for a veteran whose child might be hospitalized out of the local area (ex. Boston Children's Hospital) putting a financial strain on the family. Food and gas help will be in the form of gift cards, and checks will be made out to the specific service provided, landlord/ repair shop, heat or electric provider. No cash will be given! CONFIDENTIALITY IS STRICTLY ENFORCED.**
- 2. Post 34 can approach The American Legion, Department of New Hampshire for additional funding through the Department Adjutant and Department Service Officer, using the Department Emergency Fund, funded by the Ladies Auxiliary, Department of NH.**
- 3. Our National Organization can also provide grants through a program called Temporary Financial Assistance (TFA). This program requires that minor children be involved and is part of our National Children and Youth Program. The Post does the research into the need and fills out the appropriate paperwork with the help of the veteran.**
- 4. Membership in the American Legion is not a requirement of any of these Veteran Programs.**
- 5. The above programs are one-time offers of help to our veterans.**



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



AMERICAN LEGION POST 34 (Continued)

6. Additionally, Post 34 is able to hold fundraisers for veterans and their families if the need is greater than what can be provided by the Constitution and Bylaws. An example of this is the recent fundraisers held for 2 families after they suffered injuries and loss in fires at their homes. We have held fundraisers for veterans who have had children in Boston Hospitals and had a tough time making expenses for staying in Boston or traveling back and forth during the period of sickness of the child. We are here to help, let us!
7. Our Post Service Officer can also help a veteran file claims with the VA through the office of our Department Service Officer (VA Certified).
8. Post 34 can provide transportation to the Community Based Outpatient Clinic, Haverhill, MA, the VAMC, Manchester or the Regional VA Office in Manchester, if the transportation need exists.





Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE ASSESSOR'S AGENTS

The responsibilities of the Assessor's Office include keeping information about all properties current. Ownership changes, property sales, property data, tax maps and other property information is constantly being updated so that anyone needing this information may acquire it and be confident that it is accurate.

The Assessor's Office is responsible, under the direction of the Board of Selectmen, for keeping assessments current with market value. State law requires assessments to be proportionate, each year, and that at least once in every five years, bring all assessments to full market value. This occurred during 2016.

Legislation resulting from the 'Sirrell' v. Portsmouth decision has placed the Department of Revenue Administration (DRA) in an oversight role to ensure compliance to State assessing standards, where they produce a report to the Assessing Standards Board (ASB) reflecting the DRA's findings during their five-year 'assessment review' process. This report addresses all facets of the assessing office from assessment equity to the way in which we address requests for abatements, veteran's credits and many other assessment functions. The DRA measures our performance against standards developed by the Assessing Standards Board (ASB). Plaistow is scheduled for our assessment review in 2016.

2016 Assessment Changes:

In 2016, the Town went through a certification process from the Department of Revenue Administration. As a part of that process the Town reviewed all exemptions, credits and charitable properties to verify that they still met all qualifications. In 2014 and 2015 we performed a partial update to the assessed values based on the increase in sale prices. In 2016, we performed a full town wide revaluation to include every property in Plaistow. As part of this process every property was field reviewed to check the property record card for accuracy and then the values were updated to bring them up to market value as of April 1, 2016. Other changes in value which may be reflected on the property record cards came from changes in data. These were a result of the cycled inspection process, building permit(s), subdivision or other physical changes to the property.

2016 Real Estate Market:

Based upon arm's-length sales coming through the Registry of Deeds during 2016 it appears that the market has seen increases to both market value and the volume of sales. The Town's official ratio for 2015 was 95.1% meaning that our assessments were reflecting 95.1% of market value last year. Our preliminary ratio for 2016 after the revaluation is 95.5%.

Foreclosures: Based upon foreclosure deeds received from the Registry of Deeds, four properties were foreclosed upon in Town during 2015. This is a decrease over the previous year, when six foreclosures were reported.

The last revaluation in assessed value took place in 2011. The number of open-market residential single-family home sales increased between 2011 and 2016 with a corresponding increase in average sales prices (35%). The number of condominium sales dramatically increased as well. The sale prices of condominiums have gone up by 76% over the last 5 years. Following are graphs depicting this activity in Town year after year:

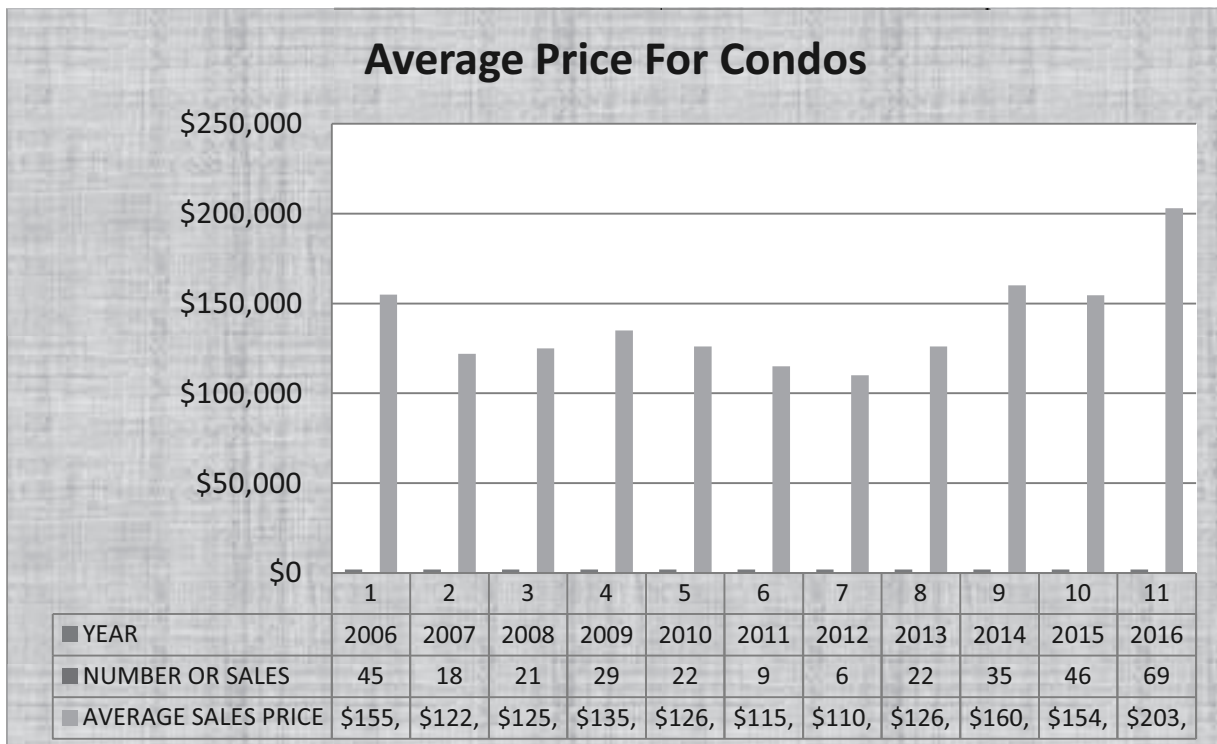
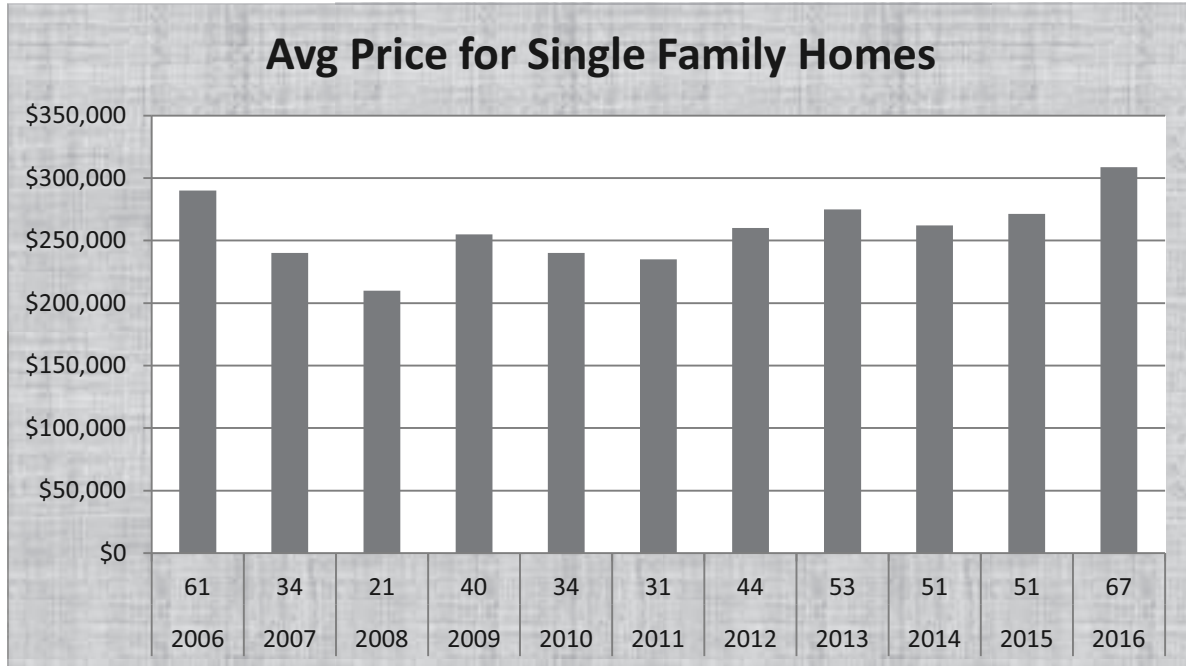


Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE ASSESSOR'S AGENTS (Continued)





Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE ASSESSOR'S AGENTS (Continued)

Equity in assessments is measured in statistical terms. Specifically, the **assessment ratio** is the primary measure as to how our assessments relate to market value. For example, if a property sells for \$100,000 but is assessed for \$90,000, the assessment ratio is 90% for this property (\$90,000 divided by \$100,000). Each sale (open market sales only) is analyzed in this way, both by the Town and the Department of Revenue Administration. All non-forced sales occurring within the ratio period (October 1, 2015 through September 30, 2016 for this current year) are arrayed in this way, low to high, and the median point of all the ratios becomes the assessment ratio for the Town for that year.

Following are the official ratios from 2014 and 2015 as compared to the preliminary ratios for 2016 (the DRA has yet to certify the 2016 ratio):

Category	2014 Ratio	2015 Ratio after update	2016 Ratio After Reval
Overall	94.1%	95%	95.5%
Single-Family	93%	96%	95.9%
Condos	96%	95%	95.4%

While there were too few commercial sales to measure statistically accurate this past year, the few commercial sales we had are coming in higher, while industrial properties were indicating a moderate decline in market value.

In 2017 we will start the cycled review process over and will measure and list all commercial, industrial and exempt properties.

2016 Valuation Report:

Because of the update and permitting process, the overall value for the Town increased from the previous year. The decrease in commercial property is due to permits. Following are the changes in the assessed value of taxable properties from 2014 and 2015 as taken from the reports sent to the State for tax rate setting purposes (MS1 report):

Category	2015	2016	Difference	% Change
Current Use Lands	\$66,371	\$72,411	6040	8.4%
Conservation Lands	\$0		\$0	
Residential Lands	\$252,140,650	\$230,495,180	-\$21,645,470	-1.09%
Commercial Lands	\$104,228,270	\$114,649,070	\$10,420,800	10%
Total Lands	\$356,435,291	\$345,216,661	\$11,218,630	-1.03%
Residential Buildings	\$379,610,700	\$443,824,500	\$94,213,800	14.5%
Manufactured Housing	\$333,100	\$555,200	\$222,100	40.1%
Commercial Buildings	\$142,797,490	\$175,245,020	\$32,447,530	18.6%
Total Buildings	\$522,741,290	\$619,624,720	\$96,883,430	15.7%



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE ASSESSOR'S AGENTS (Continued)

Public Utilities	\$23,595,990	\$27,393,660	\$3,796,670	13.9%
Total Taxable Property	\$902,778,703	\$992,241,173	\$89,462,470	9.1%
Less All Exemptions	(\$11,197,276)	\$11,196,436	(840)	-.0.10%
Net Valuation	\$891,581,427	\$981,044,737	\$89,463,310	9.2%

The values shown above include all public utilities, however, the State of New Hampshire deducts a large portion of the utility values for use in their State School Tax rate calculations. Some calculations may not add correctly due to some exemption and credit amounts exceeding their respective assessments.

The Net Valuation shown is after elderly and veteran deductions, less inclusions of revenue from sources other than property taxes (such as registrations, licenses, etc.). The Net Valuation (plus revenue from other sources) is what is applied against expenses approved at the public deliberative sessions to determine the tax rate for the year.

Tax Rate Changes:

The tax rate is made up of four categories representing the expenditures required of each entity. Collectively for 2016, from all categories, the Town tax rate decreased \$1.66 over 2015 (6.9%). The breakdown is as follows:

Tax Rates:	2015	2016	\$Change
Town	\$5.98	\$5.43	-\$.55
County	\$1.07	\$.98	-\$.72
Local School	\$14.62	\$13.87	- .75
State School	\$2.49	\$2.22	-\$.27
Totals	\$24.16	\$22.50	-\$ 1.66

It is important that taxpayers understand that increasing or decreasing assessments does not lead to a loss or an increase in revenue to the Town. This is because the Town must raise the revenues approved by the taxpayers, neither more nor less. If the overall assessments are higher than the previous year, the tax rate will be less, and if the overall assessments are lower than the previous year, the tax rate will be higher. In each case the same amount of overall revenue will be raised to cover essential municipal services approved by the taxpayers during Town Meetings or Deliberative Sessions (one for the Town, and another for the School District).

The following illustration shows how the tax changes according to market value and required Town, County and State revenue authorizations:



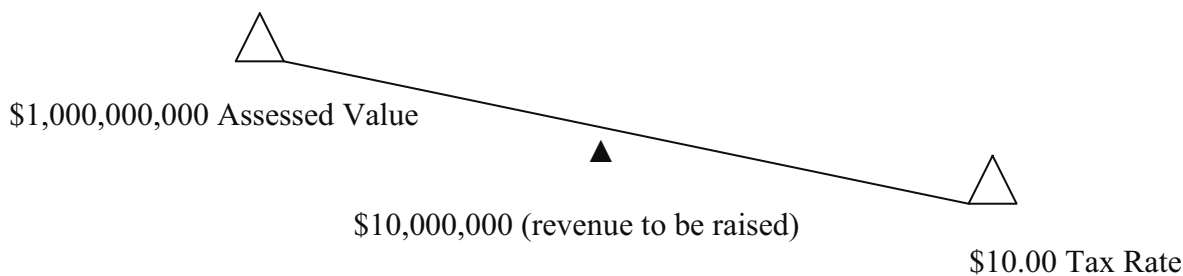
Town of Plaistow, New Hampshire

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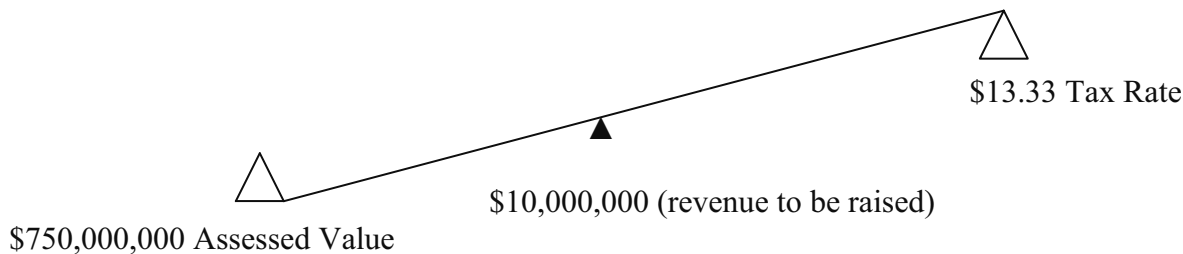


REPORT OF THE ASSESSOR'S AGENTS (Continued)

For discussion purposes, assume that the net valuation of the Town is \$1 billion in assessed value. Also, assume that the Town budget is \$10,000,000. The tax rate is determined by dividing the amount of taxes to raise by the net assessed value. The answer, times 1000, indicates a tax rate of \$10.00 per thousand of assessed value.



If the assessed value were to fall to \$750,000,000, the Town still needs to raise the authorized \$10,000,000. So, dividing the same \$10,000,000 by \$750,000,000 in net assessed value causes the tax rate to increase to \$13.33, yet no additional revenue is raised.



So, the function of the tax rate is to raise authorized expenditures. The assessed values change with the market, and the tax rate fluctuates according to the amount of taxes to be raised.

If property values changed equally, and the budget remained the same as the previous year, there would be no change in tax bills. However, as referenced earlier, not all market values change equally over the same time frame.

Property Data Collections/Accuracy

Personnel from the Assessor's Office are continually collecting data on properties in the Town. Each property is visited for an inspection, by law, at least once in every five years, as required by law. This is an important part of the assessment process for incorrect data can lead to incorrect assessments.

We encourage all taxpayers to review the data on file for their property when you have the opportunity. If any questions or discrepancies are noted, please bring them to the attention of the assessment office personnel. We remain open to any and all observations as to how we may better serve you, and we appreciate the courtesy and patience extended to our staff while we perform our necessary duties.

Elderly Exemptions

New Hampshire provides for an exemption of property taxes to qualified elderly taxpayers. The process is 'needs' based, and is applied according to the following criteria:



Town of Plaistow, New Hampshire

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REPORT OF THE ASSESSOR'S AGENTS (Continued)

Elderly Exemptions

New Hampshire provides for an exemption of property taxes to qualified elderly taxpayers. The process is 'needs' based, and is applied according to the following criteria:

(all sources of income are included)

- have total assets not exceeding \$80,000. Assets do not include the value of the house or up to 2 acres of land that the house is situated on.

If qualified, the exemption is as follows:

- ages 65 to 74 - \$110,000 is subtracted from the assessment and taxes are paid on the remainder.
- ages 75 to 79 - \$150,000 is subtracted from the assessment and taxes are paid on the remainder.
- ages 80 and over - \$190,000 is subtracted from the assessment and taxes are paid on the remainder.

Totally and Permanently Disabled

To qualify, applicant must:

- be a New Hampshire resident for at least 5 years prior to April 1st.
- be living in the house, which must be their primary residence.
- be totally and permanently disabled and collecting Social Security.
- Have a total household income not exceeding \$38,000 if single, or \$53,000 if married all sources of income are included.
- total assets cannot exceed \$80,000. Assets do not include the value of the house or up to 2 acres of land that the house sits on.

If qualified, the exemption is as follows:

- \$150,000 is subtracted from the assessment and taxes are paid on the remainder.

Blind Exemption

To qualify, applicant must:

- be a New Hampshire resident for at least 1 year prior to April 1st in the year the exemption is claimed.
- be legally blind as determined by the administrator of blind services and provide a letter stating such.

If qualified, the exemption is as follows:

- \$15,000 is subtracted from the assessment and taxes will be paid on the remainder.

Veteran's Tax Credit:

To qualify, applicant must:

- be a New Hampshire resident for at least 1 year prior to April 1st in the year the credit is claimed.
- had honorably served at least 90 consecutive days of active duty during a qualifying period; and,



Town of Plaistow, New Hampshire

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REPORT OF THE ASSESSOR'S AGENTS (Continued)

- supply a copy of paperwork (DD-214, for example) showing date of entry, date of discharge, and character of service.

If applying for service connected total disability tax credit, disability must be 100% total and permanent, must be service-connected and a letter from the veteran's administration must be supplied at time of application.

If qualified, the exemption is as follows:

- \$500 will be deducted from the taxes for a standard veteran credit and \$2,000 for a veteran with a service connected total and permanent disability.

Veteran Spouse or Widow:

To qualify, applicant must:

- Demonstrate that the spouse or deceased veteran met all requirements for Veterans Tax Credit (referenced above), and,
- Has not remarried.
- The surviving spouse of any veteran killed or died while on active duty, as listed in RSA 72:28, providing that the spouse or widow has not remarried.

The State of New Hampshire has a program to rebate a portion of the state-wide property tax for qualifying elderly residents. Information is available at Town Hall in the Assessor's Office.

The assessing personnel would like to take this opportunity to thank all the taxpayers in the Town for their patience and assistance throughout the year. The tax assessment process is a necessary process, however not necessarily an enjoyable one for anyone involved, we do appreciate your unfailing courtesies extended over the past many years.

Respectfully submitted,

Wil Corcoran & Marybeth Walker, Assessor's Agents





Town of Plaistow, New Hampshire

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ASSESSMENT UPDATE PROCEDURE ADOPTED BY THE BOARD OF SELECTMEN

1. The Board will determine a budget necessary to do the work needed for the *certification year* and make that a request as part of the budget process in the fall of the year.
2. The Assessing Firm will do the sales analysis and measurement each year as part of its regular duties. All work will be done in compliance with state laws and enforceable administrative rules that are based upon the latest changes to the state laws.
3. The Board of Selectmen will proceed with an update based upon measurements that fall outside of recommendations for good assessing practices in the median values, stratification, and/or Coefficient of Dispersion.
4. The Board of Selectmen will make the public aware of the planned process and hold a public hearing to explain the rationale for undertaking such a process. When there is a mass update, the database for taxes will not be changed for those updates until the Board agrees upon the proposed numbers.
5. The Board of Selectmen will make available speakers for groups who wish to hear about the subject, e.g. PACE, Lions, etc. Announcements will go on channel 17, the web, and via a press release to the papers.
6. All mass mailings, sent by the assessing department, will be reviewed by the Board of Selectmen before they are sent, including any attachments.
7. Those with elderly and disabled exemptions will receive a separate letter indicating the potential impact on them of the changes.
8. The Assessing Firm should make a recommendation of values (subject to revision in the hearing process) to the Board of Selectmen by July 17th.
9. The Board of Selectmen will hold an informational hearing to explain the process before formally voting on accepting the Assessing Firm's recommendation, but the absence of this vote will not hinder proceeding with hearings for taxpayers.
10. When the new proposed values are ready, letters will be sent to invite each property owner with a new value to come and review their values. Available times will include evening hours as well as days. The letters will emphasize that an increase or decrease in values does not translate directly into an increase or decrease in a person's tax bill.
11. The letters will be sent to everyone who's property value changes by more than 5% and allow the owners at least 10 days notice before the hearing period ends. The hearing period will last at least five days, evening appointments will be available at least four of those days. If more than one quarter of the parcels changes more than 5%, there will be at least eight days for appointments with seven evenings.
12. Lists will be available of current and proposed values at the Town Hall, library, and on the Town's web site. If possible a program will be developed for repeated broadcast on channel 17 of the process and especially focus on the impact of the update.





Town of Plaistow, New Hampshire

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CURRENT USE DESCRIPTION AND INVENTORY

New Hampshire's Current Use law (RSA 79-A) allows qualifying land to be taxed according to its current, rather than its potential use. Without the Current Use program, all open land, regardless of the owner's intent for future use, would be assessed and taxed at full market value. In many cases this would have the effect of forcing landowners to sell their property to escape high property taxes. Inevitably this would mean losing much of this land to development – most likely in the form of residential subdivisions. Current use assessment typically reduces property taxes assessed on undeveloped land by more than two-thirds and is vital to the preservation of open space in the region.

Started in 1973, the current use program is an extremely important mechanism for keeping open land open. It does not, however, provide any long term protection from the future development of this land. This is because current use land can be taken out of the program. If the land is converted to a non-qualifying use (e.g. subdivided for development) it is subject to a "Land Use Change Tax" equal to 10% of the land's full value assessment at the time of the change. In 1994, the Current Use Law was amended to allow the current use penalty tax (land use change tax) to accrue to a special account that can be used for conservation purposes.

The March 2000 Town Meeting voted to put the "Land Use Change Tax" into the Conservation Fund. The "Conservation Fund 36-A" may be used for land or easement acquisition, or for any other purpose for which the Conservation Commission Fund was established under RSA 36-A allows, such as resource inventories, management of Town lands, etc. The 36-A Fund requires both the Conservation Commission's and the Board of Selectmen's approval for withdrawal of any of those funds.

The Current Use Fund has \$135,667.52 in this fund as of December 31, 2016 and the Conservation Fund has \$105,713.57 in it as of December 31, 2016.





Town of Plaistow, New Hampshire

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CURRENT USE PROPERTY LIST

CURRENT USE PROPERTY LIST					
PARCEL	OWNER	#	LOCATION	ACRES	TOTAL
8-025-002-000	DUSTON, VIRGINIA L		HAMPSTEAD LINE	0.55	\$ 30
8-027-000-000	GALLANT, MICHAEL J & PAMELA J	23	HICKORY RIDGE RD	16.57	\$ 447,200
11-006-000-000	POST, GARY K.	19	ATKINSON DEPOT RD	2.4	\$ 140
11-008-000-000	POST, GARY K	15	ATKINSON DEPOT RD	9.46	\$ 390,430
12-001-000-000	POST, GARY K.		ATKINSON DEPOT RD RE	9.4	\$ 2,010
14-008-000-000	PETTENGILL, DEBORAH	30	EAST RD	9.05	\$ 382,430
18-010-000-000	ONE TWENTY ONE A REALTY CO	244	MAIN ST	14.6	\$ 620
20-035-000-000	COLLINS, MARGO B	93	OLD COUNTY RD	19.25	\$ 324,870
21-002-000-000	BARIBEAU, ROGER R	310	MAIN ST	15.05	\$ 270,820
21-005-000-000	ANDREWS, ELEANOR F		MT MISERY	12.6	\$ 620
22-001-000-000	PAUL, RICHARD E		MT MISERY	6	\$ 370
22-015-000-000	PAUL, RICHARD E		MT MISERY	4	\$ 220
33-001-000-000	KNP LAND ASSOCIATES, LLC		OLD COUNTY RD (BACKLAND)	61.6	\$ 1,110
34-001-000-000	TORROMEO, HENRY		MT MISERY	83	\$ 1,670
37-035-000-000	STEVENS, KERI B.	6	WOODLAND DR	11.19	\$ 229,260
37-055-000-000	NOYES, CYNTHIA I	27	MAIN ST	9.84	\$ 218,430
41-014-000-000	GIFFORD, JONATHAN	148	MAIN ST	29	\$ 443,630
42-062-000-000	MAJOR TR, NORMAN L & BRENDA E	1	MAJOR LN	4.23	\$ 171,690
44-050-000-000	JAMES REVOCABLE TRUST, B & B	67	KINGSTON RD	47	\$ 5,330
48-032-000-000	HOYT, DAVID M.	63	FORREST ST	15.36	\$ 814,050
48-033-000-000	SARACUSA TR, MARION	49	FORREST ST	18.89	\$ 296,500
48-039-000-000	COOK, MICHAEL	43	FORREST ST	5	\$ 439,400
48-040-000-000	COOK, MICHAEL		FORREST ST REAR	12.34	\$ 3,150
49-003-000-000	LEBLANC TR, M G	31	FORREST ST	12	\$ 95,650
50-078-000-000	HOLT, GERALD E	17	HARRIMAN RD	53	\$ 276,490
53-013-000-000	MAJOR TR, NORMAN L & BRENDA E	12	KINGSTON RD	8.6	\$ 341,650
53-028-000-000	EMBREY-ROOKE, MONA E	7	HILL HAVEN RD	31	\$ 324,410
55-005-000-000	FASHION REAL ESTATE TRUST	43	CRANE CROSSING RD	19.06	\$ 1,110
55-009-000-000	ENGLEMANN, JANICE CHRISTINE	29	CRANE CROSSING RD	10.89	\$ 343,530
56-003-000-000	DEPTULA-HICKS, DARLENE M TRUSTEE	30	CRANE CROSSING RD	19.61	\$ 502,110
62-029-000-000	SIMARD, CYNTHIA	44	SWEET HILL RD	18.8	\$ 135,560
65-002-000-000	BIGGART, JANET	2B	NEWTON RD	13.33	\$ 138,640
66-017-000-000	HAVERHILL GOLF & COUNTRY CLUB	93	FORREST ST	257	\$ 2,302,310
67-001-000-000	CORSO-UPTON FAMILY TRUST	34	NEWTON RD	17.1	\$ 229,090
68-008-000-000	GOUDREAU, RICHARD E	82	NEWTON RD	25.62	\$ 584,820



Town of Plaistow, New Hampshire

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TOWN OWNED PROPERTY LIST

PARCEL	#	LOCATION	ACRES	LAND	BLDG	TOTAL
6-003-000-000		ATKINSON TOWN LINE	1.83	\$ 17,300	\$ -	\$ 17,300
6-006-000-000		ATKINSON LINE REAR L	13.45	\$ 93,540	\$ -	\$ 93,540
6-008-000-000		FORMERLY J A NOYES L	6.1	\$ 49,390	\$ -	\$ 49,390
6-015-000-000		FROG POND WOODS	43.8	\$ 208,080	\$ -	\$ 1,930
7-001-000-000		ATKINSON LINE	88	\$ 485,250	\$ -	\$ 485,250
7-003-000-000		FROG POND WOODS	21	\$ 74,950	\$ -	\$ 74,950
7-004-000-000		FROG POND WOODS	58.68	\$ 216,900	\$ -	\$ 216,900
7-005-000-000		FROG POND WOODS	9.5	\$ 39,020	\$ -	\$ 39,020
8-022-000-000		HICKORY RIDGE REAR	5.2	\$ 38,900	\$ -	\$ 38,900
8-023-000-000		HICKORY RIDGE REAR	7.4	\$ 54,940	\$ -	\$ 54,940
8-024-000-000		REAR HICKORY RIDGE	8	\$ 65,900	\$ -	\$ 65,900
8-025-000-000		HAMPSTEAD LINE	6	\$ 49,700	\$ -	\$ 49,700
9-011-000-000		OLD STAGECOACH RD	4.8	\$ 87,980	\$ -	\$ 87,980
11-007-000-000		NEAR B+M RAILROAD	0.56	\$ 3,360	\$ -	\$ 3,360
14-035-000-000		EAST RD REAR	5	\$ 2,500	\$ -	\$ 2,500
16-001-000-000	45	GREENOUGH RD	2.34	\$ 83,460	\$ -	\$ 83,460
17-006-000-000		FROG POND WOODS	21.54	\$ 141,200	\$ -	\$ 141,200
17-007-000-000		FROG POND WOODS	3.1	\$ 28,480	\$ -	\$ 28,480
17-029-000-000	16	CULVER ST	0.75	\$ 9,150	\$ -	\$ 9,150
17-030-000-000	15	LOWER	0.75	\$ 9,150	\$ -	\$ 9,150
17-031-000-000	13	LOWER RD	0.7	\$ 8,540	\$ -	\$ 8,540
17-032-000-000	11	LOWER RD	5.8	\$ 31,780	\$ -	\$ 31,780
18-002-000-000		FROG POND WOODS	6.4	\$ 45,000	\$ -	\$ 45,000
18-003-000-000		FROG POND WOODS	7.9	\$ 55,330	\$ -	\$ 55,330
18-004-000-000		FROG POND WOODS	2.6	\$ 18,840	\$ -	\$ 18,840
18-014-000-000		MAIN ST REAR LAND	14.5	\$ 118,550	\$ -	\$ 118,550
18-015-000-000	14	CULVER ST	0.92	\$ 10,100	\$ -	\$ 10,100
19-005-000-000	266	MAIN ST	36	\$ 499,290	\$ -	\$ 499,290
19-006-000-000	280	MAIN ST	38	\$ 549,500	\$ -	\$ 549,500
20-012-000-000	1	HICKORY RIDGE RD	1.4	\$ 3,380	\$ -	\$ 3,380
20-037-000-000		MT MISERY	5	\$ 37,440	\$ -	\$ 37,440
20-038-000-000		MT MISERY	21.46	\$ 201,850	\$ -	\$ 201,850
21-007-000-000	307	MAIN ST	12.9	\$ 376,530	\$ -	\$ 376,530
21-008-000-000		MT MISERY	2.5	\$ 16,010	\$ -	\$ 16,010
21-009-000-000		MT MISERY	11	\$ 72,160	\$ -	\$ 72,160
21-010-000-000		MT MISERY	13.8	\$ 90,300	\$ -	\$ 90,300
21-011-000-000		MT MISERY	2.5	\$ 17,080	\$ -	\$ 17,080
21-012-000-000		MT MISERY	3.5	\$ 23,560	\$ -	\$ 23,560
21-013-000-000		MT MISERY	3.8	\$ 25,500	\$ -	\$ 25,500
21-014-000-000		MT MISERY	1.37	\$ 9,760	\$ -	\$ 9,760
21-015-000-000		MT MISERY	3.25	\$ 21,940	\$ -	\$ 21,940
21-016-000-000		MT MISERY	13.65	\$ 89,330	\$ -	\$ 89,330
21-017-000-000		MT MISERY	14.7	\$ 96,140	\$ -	\$ 96,140
22-005-000-000		MT MISERY	3.65	\$ 24,530	\$ -	\$ 24,530
22-007-000-000		MT MISERY	2.12	\$ 12,790	\$ -	\$ 12,790
22-008-000-000		MT MISERY	10	\$ 57,470	\$ -	\$ 57,470



Town of Plaistow, New Hampshire

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TOWN OWNED PROPERTY LIST

PARCEL	#	LOCATION	ACRES	LAND	BLDG	TOTAL
22-009-000-000		MT MISERY	5	\$ 33,280	\$ -	\$ 33,280
22-010-000-000		MT MISTERY	1.07	\$ 7,810	\$ -	\$ 7,810
22-011-000-000		MT MISERY	9.57	\$ 55,030	\$ -	\$ 55,030
22-012-000-000		MT MISERY	2.37	\$ 16,240	\$ -	\$ 16,240
22-014-000-000		MT MISERY	2.76	\$ 18,760	\$ -	\$ 18,760
25-015-000-000	35	WEST PINE ST	5.02	\$ 129,500	\$ -	\$ 129,500
25-038-000-000		PLAISTOW RD REAR	2	\$ 23,500	\$ -	\$ 23,500
27-054-000-000	33	WESTVILLE RD	0.16	\$ 1,250	\$ -	\$ 1,250
30-065-000-000	163	PLAISTOW RD	7.4	\$ 862,980	\$ -	\$ 862,980
31-005-000-000		BRENTWOOD ST	0.92	\$ 10,100	\$ -	\$ 10,100
31-068-000-000	169	PLAISTOW RD	7.4	\$ 490,690	\$ -	\$ 490,690
32-025-000-000	N/S	OLD COUNTY RD	2.62	\$ 21,210	\$ -	\$ 21,210
32-028-000-000	51	OLD COUNTY RD	27.3	\$ 318,940	\$ 246,400	\$ 565,340
32-032-000-000	6	WILDER DR	37.4	\$ 477,400	\$ 118,600	\$ 596,000
33-002-000-000		OFF OLD COUNTY RD	8	\$ 45,730	\$ -	\$ 45,730
33-003-000-000		OFF OLD COUNTY RD	13.5	\$ 60,000	\$ -	\$ 60,000
33-004-000-000		MT MISERY	12.4	\$ 60,770	\$ -	\$ 60,770
37-036-000-000	2A	WOODLAND DR	0.08	\$ 800	\$ -	\$ 800
37-051-000-000		NORTH AV REAR	0.21	\$ 2,100	\$ -	\$ 2,100
38-020-000-000	7	MASSASSOIT BV	1.26	\$ 97,470	\$ -	\$ 97,470
39-047-000-000	4	BITTERSWEET DR	0.52	\$ 5,200	\$ -	\$ 5,200
39-050-021-003	87	MAIN ST	4.88	\$ 323,280	\$ 2,345,500	\$ 2,668,780
40-001-000-000	7	WHITON PL	0.23	\$ 2,070	\$ -	\$ 2,070
40-007-000-000	26A	WESTVILLE RD	1.74	\$ 12,380	\$ -	\$ 12,380
40-061-000-000	19	DAVIS PK	0.47	\$ 70,230	\$ -	\$ 70,230
40-067-000-000	127	MAIN ST	0.25	\$ 127,120	\$ 256,100	\$ 383,220
41-011-000-000	144	MAIN ST	7.55	\$ 578,440	\$ 12,700	\$ 591,140
41-063-000-000	145	MAIN ST	1.9	\$ 287,500	\$ 1,221,200	\$ 1,508,700
41-067-000-000	14	ELM ST	0.46	\$ 150,700	\$ 476,000	\$ 626,700
41-077-000-000	27	ELM ST	5.7	\$ 446,890	\$ 2,482,900	\$ 2,929,790
41-082-000-000	17	ELM ST	7.9	\$ 1,037,500	\$ -	\$ 1,037,500
42-028-026-000		VILLAGE WY-OFF OF	0.78	\$ 7,800	\$ -	\$ 7,800
42-028-027-000		VILLAGE WY-OFF OF	2.57	\$ 23,820	\$ -	\$ 23,820
42-043-000-000	5	INGALLS TR	2.16	\$ 111,600	\$ 124,800	\$ 236,400
42-057-000-000	7A	ARBOR LN	2.41	\$ 86,070	\$ 15,900	\$ 101,970
43-012-000-000		PLAISTOW RD REAR	6.9	\$ 51,290	\$ -	\$ 51,290
45-008-000-000	215	PLAISTOW RD-ST OF	0.92	\$ 10,350	\$ -	\$ 10,350
48-026-000-000		AUTUMN CR	2.86	\$ 11,510	\$ -	\$ 11,510
49-035-000-000	17	CANTERBURY FOREST	1.45	\$ 22,750	\$ -	\$ 22,750
50-070-000-000	10	HARRIMAN RD	5.49	\$ 70,500	\$ -	\$ 70,500
53-027-000-000		HALE SPR PUMPHSE	4.25	\$ 175,750	\$ -	\$ 175,750
59-008-000-000		AUTUMN CR REAR	0.43	\$ 3,550	\$ -	\$ 3,550
60-028-000-000		EVERGREEN REAR	5.93	\$ 48,050	\$ -	\$ 48,050
62-018-000-000	41	SWEET HILL RD	1.13	\$ 91,170	\$ -	\$ 91,170
66-024-000-000	23	NEWTON RD	0.09	\$ 80	\$ -	\$ 80
67-018-000-000	58	NEWTON RD	0.23	\$ 90,760	\$ 16,200	\$ 106,960



Town of Plaistow, New Hampshire

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TOWN OWNED PROPERTY LIST (Continued)

PARCEL	#	LOCATION	ACRES	LAND	BLDG	TOTAL
69-021-000-000	3A	DUNDEE DR	0.31	\$ 2,700	\$ -	\$ 2,700
69-051-000-000		NEWTON REAR	3.4	\$ 13,640	\$ -	\$ 13,640
69-054-000-000		NEWTON REAR	3.46	\$ 13,870	\$ -	\$ 13,870
73-003-000-000		(OFF) NEWTON RD	1.71	\$ 7,130	\$ -	\$ 7,130



Town of Plaistow, New Hampshire

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REPORT OF THE BUDGET COMMITTEE

The 2017 budget season has come to a close and I would like to personally thank all of the members of the Budget Committee for all their time and dedication throughout this year's budget process.

Plaistow Budget Committee is a nine-member board who are elected for a three-year term. A representative from the Board of Selectman is appointed each year as the Budget Committee Representative. John Sherman has served as the Budget Committee representative for a number of years. With his prior experience as a Budget Committee member, he has been an active and knowledgeable member of this board.



This year we welcomed three new members: Francine Hart, Scott Sullivan and Lisa Lambert. In late October Scott Sullivan moved out of town and resigned from the Committee. Bob Hamilton was selected to replace him. However, sadly, we had to say goodbye to Daryl Britton and David Gerns, both long-standing valuable members of the Budget Committee.

The Budget Committee works with the Department Heads, Town Manager and Selectman to present a fiscally responsible budget to our residents and to ensure that the Town of Plaistow continues operates in an efficient manner. This was a challenging year, as we had to make some budget cuts to offset the increase in taxes due to the Bond for the new Police Station/renovation for the Fire Department. The collaboration of all Department Heads made this process less challenging for all involved.

The 2017 budget was presented at the Public Hearing on Tuesday January 17, 2017 for a proposed budget of \$9,029,751 which is a very modest increase of less than 1%. The increases were mainly in areas out of our control, such as salaries, FICA, Medicare and New Hampshire Retirement. Due to Debt Services, our budget will increase slightly over 8%.

Our committee members are always mindful of the concerns of our taxpayers when reviewing proposed budgets and warrant articles during the budget process. Each budget is reviewed a number of times before it is approved and presented to the community at the Public Hearing.

The proposed budget and all warrant articles can be found in the back of the Town Report on the New Hampshire State mandated MS-7 form and Town Warrant. The Committee hopes that you will review this information and contact any of the Town Officials if you have questions or concerns. We hope that you find this information to be informative when voting at the Second Session of Town Meeting.

Respectfully submitted,

Dennis P. Heffernan, Chairperson





Town of Plaistow, New Hampshire

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REPORT OF THE BUILDING MAINTENANCE DEPARTMENT

Plaistow's Building Maintenance Department is responsible for assuring that all of our facilities are clean, operating safely, protected from degradation and monitored around the clock for the town. Building systems cared for by our team include electrical, plumbing, heating, cooling, fire suppression, security, septic, wells, roofs, building egress and parts of the exterior grounds. Additionally, we provide support at two recreation facilities, the Town Forest and Hale Spring. We also play a role in town and library functions as well as activities conducted by the many town voluntary groups. Staffed with one full-time supervisor, two part-time regular and one, on-call non-regular substitute, we strive to answer this call. Our mission is to proactively account for Plaistow's facilities while providing improved support to the departments and the community.

2016 began with our attention turned to addressing some lingering generator maintenance issues. Several hours were invested in redesigning the generator system at the Police Training Facility. This redesigned system should provide a more robust solution to our power needs at a greatly reduced maintenance cost. Our Safety Complex generator set, as well as the Town Hall generator and elevator back-up power supply, also underwent extensive work.

Work-place security and safety at our Town Hall building was the focus of a NH Department of Labor spring audit. Our new keyless entry system, some visitor check-in protocols and the testing and maintenance of our internal alarm systems add to our continual efforts in making Town Hall a safe work place for our many beloved employees.

Several gazebo improvements at Pollard Park were implemented in 2016 thanks in large part to an extraordinary effort from the Lions Club. The electrical system was completely reconfigured, the brick stairway was repaired and the roof mended. The project was crowned by the re-installing of the long removed "Lion Weathervane" at its rightful position atop the structure. How can we ever truly say enough in thanking the Lions and all of the many local businesses and people for their gifts of goods and service to Plaistow?

The following are a few of the Building Maintenance Activity Highlights from 2016:

- *Town Hall gazebo repairs*
- *Installed eyewash stations in four buildings*
- *Refurbished Town Hall Handicap Door controller systems*
- *Extensive repairs of Town Hall HVAC systems*
- *Repair and testing of Town Hall generator*
- *Improved town lock and key control*
- *Safety Complex generator repairs*
- *Safety Complex septic system testing*
- *Damaged fire pump at Library was repaired*
- *Renovated Library security alarm*
- *Replaced valves and piping on Library sprinkler system*
- *Library front entrance bricks leveled*
- *Provided support for library events and special activities*



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE BUILDING MAINTENANCE DEPARTMENT (Continued)

- *Power wash library siding and trim mildew*
- *Tested library septic systems and installed increased capacity filter*
- *Library water softener system improvements*
- *Contributed to the Veterans Information Center at the library*
- *Painting of the museum building*
- *Repaired fire alarm system at court house*
- *Replaced court house toilet, plumbing and bathroom floor*

Our department plans for 2017 include the continual updating of town-wide facilities assessments. Keeping an eye toward taking advantage of available state and federal funding, we will be upgrading some of our facilities lighting to more energy efficient LED's. We will increase efforts in employee training and development and continue to look for opportunities to improve the services we provide. Project work will target items such as repairing the walkways at Town Hall and the court house, an expanded role in the maintenance program at the library and an increase in our activities to support town events such as the summer concerts and Old Home Day. These duties and the many more unmentioned tasks that make up our workload in Plaistow's Building Maintenance Department will be carried out in a professional manner with proper planning, care and consideration for all.

Finally, I want to express my gratitude once again to my colleagues, the many organizations and to businesses and owners that support Plaistow's programs and facilities. From the new signs for veterans, to the repairs needing specialized equipment, to the places to relax with a song; how would we fair without you? Please accept our deepest thanks.

Respectfully submitted,

Paul Lucia
Building Maintenance Supervisor



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE DEPARTMENT OF BUILDING SAFETY

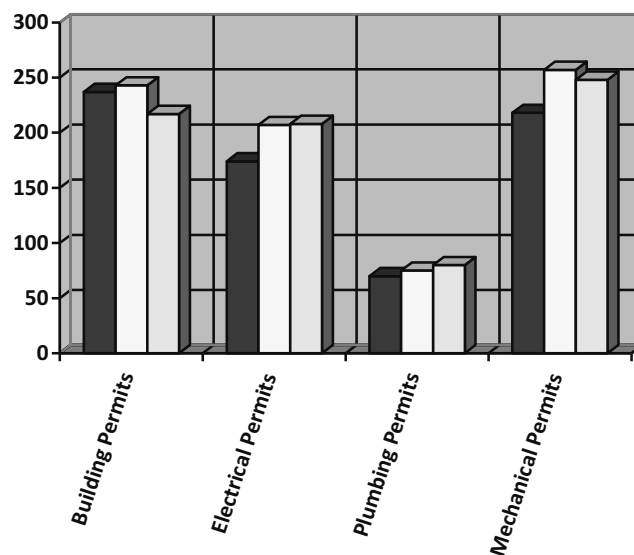
P. Michael Dorman, Chief Building Official/Code Enforcement Officer

It's been a busy 2016 for the Department of Building Safety. This year we saw the final homes built at both Village Way and Snow's Brook projects; a ground breaking for the much needed income-qualified senior housing at Chandler Place; a beautiful new office building on the Methuen Construction campus (former Process Engineering site); and a new National Tire and Battery (NTB) store. We are looking forward to an approved 6-lot residential subdivision and commercial renovation projects in 2017.

With the continuing drought, our water resources have been one of the biggest concerns in 2016. Unfortunately, many residents lost their dug wells this year. In 2016 there were seven (7) new construction wells and nineteen (19) replacement wells permitted; compared to three (3) new and five (5) replacement wells in 2016.

This is a three-year comparison of the most common permitting we do.

3-Year Permit Comparison 2014-2016				
YEAR	Building Permits	Electrical Permits	Plumbing Permits	Mechanical Permits
2014	237	174	70	218
2015	243	207	75	257
2016	217	248	80	248



■ 2014

□ 2015

□ 2016



Town of Plaistow, New Hampshire

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REPORT OF THE DEPARTMENT OF BUILDING SAFETY (Continued)

Protection of the health, safety and welfare of the Plaistow Community is our mission and our goal. I've heard it said that the only reason we make people get a permit is to collect the fee. That couldn't be more wrong. Each permit represents an inspection opportunity which not only protects property values, but more importantly, life safety.

That being said, revenues are important. Our permit fee structure is user-based, meaning we collect revenues from those actually using our services. However, the protections provided by permitting and inspection reach far beyond any single permit. *Every* inspection protects the Plaistow community as a whole.

Below is a chart that shows the revenues collected for permitting in the past three years. We are proud to be able to say that our permitting fees have once again funded our department's budget.

Type of Fee Collected	2014	2015	2016
Building Permit	\$87,357.25	\$87,111.50	\$93,466.50
Electric Permit	\$9,305.00	\$10,785.00	\$10,320.00
Electrical Insp.	\$9,905.00	\$11,730.00	\$12,210.00
Plumbing Permit	\$4,185.00	\$5,065.00	\$5,765.00
Plumbing Insp.	\$4,140.00	\$4,380.00	\$6,090.00
Occupancy Permit	\$3,750.00	\$4,310.00	\$3,510.00
Mechanical Permit	\$7,740.00	\$8,700.00	\$8,390.00
Mechanical Insp.	\$8,015.00	\$9,250.00	\$8,130.00
Septic	\$9,070.00	\$7,765.00	\$5,455.00
Sign Permit	\$7,650.00	\$6,200.00	\$4,800.00
Auto Dealer Permit	\$700.00	\$2,700.00	\$300.00
Well Permit	\$360.00	\$240.00	\$780.00
Copies	\$290.91	\$86.44	\$114.00
Fire Dept Revenue	\$1,850.00	\$1,815.00	\$1,870.00
Salvage Yard Licenses	\$300.00	\$300.00	\$300.00
Administrative/Misc. Fees	\$270.00	\$390.00	\$400.00
TOTAL	\$155,888.16	\$160,827.94	\$161,900.50

This office enforces not only the code for all the building trades, but we are also charged with the enforcement of the Town's laws, referred to as Ordinances. These laws may be proposed by various boards and committees, but they are voted on by you, the residents of Plaistow.

In last year's report we failed to mention that we had bid farewell to our long time Plumbing Inspector, Jimmy Flathers. We wish him a great retirement! We might even be a little envious. With Jim leaving, we hired Gary Paradis. Gary comes to us with many years of experience as a master plumber and as an inspector in Sandown, NH.



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE DEPARTMENT OF BUILDING SAFETY (Continued)

Gary joins my dedicated staff with Ken Ray, Electrical Inspector, 20+ years of service and Dee Voss, Office Manager, who just celebrated 16 years with the Town in December. Their years of service and knowledge of the town are an invaluable resource to the Plaistow community. It will be 30 years in this position for me in 2017.

We are blessed to be able to work with so many dedicated people in other departments; Health, Planning, Highway, Emergency Management, Police and Fire. We couldn't do what we do without their never-ending cooperation.

The Department of Building Safety is here to assist property owners with all their building questions and needs. While you're always welcome to give us a call, there is lots of great information on our department page on the Town's website. www.plaistow.com/building. Our office hours are Monday through Friday, 8:00 a.m. to 4:30 p.m. Stop by or call us at 382-5200 X600 anytime!

Respectfully submitted,

P. Michael Dorman
Chief Building Official





Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF PLAISTOW ACCESS CABLE / CHANNELS 17 AND 23



PlaistowAccess.com



vimeo.com/Plaistow



Facebook: PlaistowAccess

PlaistowAccess Cable | Channels 17 and 23

Annual Report

PlaistowAccess celebrates milestone anniversaries and major facility upgrades in 2016!

This has been a busy year at PlaistowAccess. Our Basement Studio has been upgraded to High Definition (HD), with the addition of a TriCaster 410 production system. This replaces previous TriCaster equipment, which has served us well for 10+ years. We have also modernized our video playback and message board operations with Tightrope Cablecast and Carousel servers. This allows us to streamline our two-channel facility, and accommodate eventual HD support from the cable company. Lastly, we finished 2016 by upgrading Town Hall's 2nd Floor Meeting Room. 10+ year old cameras have been replaced with new HD equipment for clearer pictures and higher quality recordings. I would like to thank all cable subscribers, committee members, town administration, and citizens of Plaistow for their support of these projects.

Additionally, I would like to make note of two milestone anniversaries in the end of 2016. PlaistowAccess Channel 17 first came on the air fifteen years ago, in December of 2001, from our previous facility on Plaistow Road. Since then, we have relocated to a new facility at Town Hall, and significantly expanded our programming. We are also celebrating five years since Channel 23 first came on the air in December 2011. Having two channels allows us to accommodate more programming, as well as provide additional replay times and a consistent schedule for our local productions and meeting coverage. Again, I would like to express appreciation for the numerous current and former selectmen, budget committee members, cable committee members, and employees who have supported our facility over the past fifteen years. These are the citizens that have contributed to our success!



PlaistowAccess coverage of Drive-in Movie Screen demolition reaches nearly 20,000 hits on Facebook Live!



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF PLAISTOW ACCESS CABLE / CHANNELS 17 AND 23 (Continued)

Committed to Covering our Community and Government

PlaistowAccess has covered several events on an annual basis. These events include seasonal features such as Warrant Articles Review, “Easter in Plaistow,” various patriotic activities, Old Home Day, “Halloween in Plaistow,” and “December in Plaistow.”

In addition to our regular coverage, we have recorded the following special events in 2016:

- Boy Scouts and Girl Scouts – Events, Skits, and PSA’s
- Lions Club Supermarket Sweep
- Methuen Construction Ribbon Cutting Ceremony
- Recreation Dept. Summer Talent Show
- Run of the Savages
- Plaistow Safety Complex Addition/Renovation Groundbreaking
- Santa Live on Channel 23
- September 11th 15 Year Memorial Event
- Several TCB concerts, including Valentine’s Day, Old Home Day, and Veteran’s Day performances

On Government Channel 17, several boards and committees are televised on a regular basis - Board of Selectmen, Planning Board, Zoning Board, Budget Committee, and Deliberative Session. These meetings are all available on Vimeo, in addition to replaying on Channel 17.

Additional Government Programs and Meetings Broadcast in 2016:

- Safety Complex Site Visit and Discussion Program
- Plaistow Candidate’s Night at Plaistow Public Library
- Well Water Presentation

Our Staff, Volunteers, and Committee Members:

Special thanks to all who have been a part of our team this year. The Plaistow Cable Advisory Committee (PCAC) in 2016 consisted of Heather Beaulieu, Peter Bracci (BOS Liaison), Jay DeRoche Joyce Ingerson (BOS Liaison 2013-2016), and Susan Sherman. New members are always welcome; PCAC meets on the 3rd Wednesday of the month, at the Town Hall Basement Studio. The committee has been very active in producing content for both channels. We would also like to thank additional members of our crew:

- **Charlie Manes** - Camera Operator, (Town Hall government meetings)
- **Rich Bianchi** – Volunteer/Videographer (Various community events)
- **Tom Fiset** – Volunteer (Aerial Videography)

Please feel free to contact us if you have any questions or comments about our programming, facility, or the station in general.

Dean Zanello

Cable Coordinator, PlaistowAccess | Channels 17 & 23
dzanello@plaistow.com (603) 382-5200



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE CAPITAL IMPROVEMENT PROGRAM COMMITTEE

Plaistow has excellent **resources in the people** who monitor the capital reserve funds, impact fee funds, and other miscellaneous funds that can help finance the capital expenditures outlined in the CIP.

The following written analysis was done for 2017 – 2022 CIP.

Highway Department Capital Reserve Fund

In 2016 another in-depth analysis was conducted and two expense changes were made per the Highway Supervisor. The replacement cost of the front-end loader increased from \$120,000 to \$160,000 and the replacement of an international dump truck was pushed out 1 year to 2019. The average cost per year of the highway vehicles was recalculated and is now at \$86,905. The CIP now reflects a rounded up cost of \$87,000 per year. This amount will be adequate to fund all highway department vehicles for the next 20 years.

Fire Department Apparatus Capital Reserve Fund

In 2016 the analysis of the vehicle cost per year was found to be in error. The calculation still included the cost of an older rescue truck and fire engine whose functionality was combined with the new Engine 7. Once this error was corrected, the new vehicle cost per year dropped to \$84,400 from \$103,272. When the initial capital reserve fund was established, the cost of the “Snorkel Truck,” now Tower 3, was not included in the cost per year calculations. This omission can finally be absorbed into the cash flow balances by increasing the deposit amount to \$108,000 in the years 2017 through 2021. In 2022 and all remaining outlying years the deposit amount can be reduced to \$85,000. These deposit amounts (2017 through 2022) assume that all expenses are met by capital reserve and impact fee fund withdrawals.

Fire Department SCBA, SCBA Tanks, and High Temperature Face Mask Capital Reserve Fund

This fund was established to deposit money over a six-year interval (2015 – 2020). The Fire Chief has not indicated that there are any cost increases in the equipment; therefore the annual deposit of \$33,400 is still adequate.

Police Department Communication Radio Dispatch Capital Reserve Fund

This fund was established to deposit money over a five-year period for the purpose of replacing the communication dispatch console. At its creation, the console was estimated to cost \$200,000. However, a 2016 update from the Police Chief has estimated the cost has doubled. No deposits were made in 2016 and therefore the Police Chief has requested a \$65,000 deposit be made in each of the years 2017 through 2021, at which time the reserve fund will have an adequate balance for the purchase. The Police Chief also feels there is a good chance of receiving a Homeland Security grant for the entire cost of the console. There likely will be no deposit made in 2017, leaving a \$130,000 deficit in 2021 should the grant not materialize and \$65,000 is deposited in 2018 through 2020.



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE CAPITAL IMPROVEMENT PROGRAM COMMITTEE (Continued)

Water Department Pump & Pump House Capital Reserve Fund

This fund was established to deposit money over a five-year period. Recent studies have shown a considerable increase in the cost of the pump (on-line pump and a backup) and the pump house. Originally scheduled to be constructed in 2016, the construction will be delayed until all of the water studies have been completed. Some of these studies may find grants that would help offset the cost. No further deposits are planned for this reserve fund. The 2015 yearend balance was approximately \$336,000. Created in 2009, this fund should have approximately \$490,000. Work on reconciliation of these two different balances is underway. A more recent study revealed that a better estimated cost for the pump and pump house is \$750,000. If no further deposits are made and the grants do not come to fruition, there will obviously not be enough in the capital reserve fund to finance this project.

Building Systems Repair and Maintenance Capital Reserve Fund

This fund was established to provide a fund that could be used for emergency repairs to town buildings. When it was created the total amount of the fund was capped at \$20,000. In 2015 the cap was increased to \$30,000. Each year the balance of the fund is reviewed and a warrant article is prepared to bring the fund balance up to the \$30,000 cap.

Recreation Capital Reserve Fund

This fund was created to level fund the capital expenditures required to implement the Recreation Commission's Strategic Plan. This is a fairly new fund and the deposit request of \$50,000 has been adequate to date.

Library Capital Reserve Fund

This fund was created to level fund capital projects that were identified in the Castagna Report as being either critical (if not done will cause more serious damage to the library) or highly desired (results in improved work areas, energy efficiency improvements, or site improvements). The fund was created in 2015 and seeded with \$50,000. The future deposits to this fund, \$65,000 in each of the next six years, do not provide sufficient funds for all projects with a substantial shortage in 2021 when the roof is proposed to be replaced. It is possible that the library fees to be collected could make up this shortfall.

Cable Department Reserve Fund

This fund was created to level fund capital projects for the Cable Department. It was initially seeded with \$70,000 from the 2016 Town Meeting vote and also has an annual deposit of \$20,000 from the most recent cable franchise renewal contract. Deposits of \$30,000 for 2017, 2018, and 2019, a deposit of \$15,000 in 2020, and a deposit of \$5,000 in 2021 will be adequate to fund all the projects defined by the Cable Department.

Transportation Infrastructure Fund

This fund was created to directly fund transportation projects or to provide a local match for state and federal funding sources. It was created in 2016 and seeded with \$50,000. Specific project expenses are not yet fully defined and hence no analysis of the adequacy of the fund deposits to meet expenses can be made.



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE CAPITAL IMPROVEMENT PROGRAM COMMITTEE (Continued)

Fire Suppression Water Line Reserve Fund

This fund was created to place sufficient funds in an account that would be used to extend the fire suppression line along Route 125, and furthermore, to install as the NH Department of Transportation widened the road to 4 lanes. This strategy greatly reduced the cost of installation since it was done by the State during the widening. The fund had a balance of about \$58,000 which was to be withdrawn in 2013 but was not since the widening project was delayed. Construction will be essentially done in 2016, and the balance of this fund should be \$0. There is one short segment of Route 125 widening and hence water line extension and that is from the Old County Rd intersection at Rte. 125 going north to the Kingston Town Line. An older estimate of \$172,000 was provided for this work. The plan at that time was to fully fund this last segment of extension from the Water Usage Fee. This widening project is scheduled for 2019. If it is still the plan to fund this extension from the Water Usage Fee, the CIP Committee should recommend the Board of Selectmen dissolve this fund since the project for which it was created has been completed. Alternatively deposits to this fund could be made in 2018 and 2019 to help offset the cost of the last extension. When the final withdrawal is made, the fund should be dissolved. The Planning Board should also modify its Zoning Ordinance to delete the Water Line Impact Fee since it was set up to help fund the Route 125 fire suppression line extension.

Note: going forward it would make good sense to create a different capital reserve fund for all types of Water Department expenses – buildings, vehicles, equipment, and water lines with supporting hydrants and pumps.

Cell Tower Maintenance Reserve Fund

This fund was created to maintain and repair the former water tower to such a state that the tower and base were structurally sound and provided adequate space to cell phone service providers' antennas. An estimate to do such maintenance work of \$400,000 was made in 2013 with the work being completed in 2016. The 2015 year-end balance of the reserve fund is \$288,917. This project has been placed on hold for the last two years pending discussions about providing a potable water system and whether or not the tower would revert back to being a component of a potable water system. It is likely that the tower will be torn down and replaced with a more conventional antenna tower. The latest study shows that it would cost just over \$700,000 to rehabilitate the tower for it to become a component of a potable water system. It is likely the chosen course of action will be to dismantle the tower and replace it with a simpler, easier-to-maintain antenna tower; no cost estimates for this course of action have been obtained. Since the capital reserve fund was created for maintenance only, it is not clear what portion of the fund, if any, could be used for the dismantle and replace action.

Land/Buildings Acquisition Reserve Fund

This fund was created to serve as a repository for funds generated through the sale of Town-owned properties. Since its creation, no properties have been sold and no deposits have been made to the fund. The CIP Committee is recommending the fund be seeded with \$100,000 in all years 2017 through 2022, with the funds coming from the Unexpended Fund Balance.



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE CAPITAL IMPROVEMENT PROGRAM COMMITTEE (Continued)

Other Funds

There are many other funds where the CIP Committee only looks at the previous year-end balance. These funds typically do not have planned expenditures so no further analysis can be made. Also no analysis is done on the capital reserve funds that are created in the current year.

Respectfully submitted,

Timothy Moore,
CIP Committee Chair





Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



CAPITAL IMPROVEMENT PROGRAM PROJECTS (PAGE 1 OF 6)

CIP FINANCIAL SUMMARY SPREADSHEET

Highway Department	CIP Text Page Number	2016 CIP Approved	2016 Town Approved	2017 Recommended (Warrant or Budget)	2017	2018	2019	2020	2021	2022
Expenses										
H1D: Capital Reserve Fund Deposit	11	\$80.0	\$78.0	Warrant	\$87.0	\$87.0	\$87.0	\$87.0	\$87.0	\$87.0
H1E: Replace Highway Department Vehicle(s)	11 - 16	\$120.0	\$120.0	Warrant	\$0.0	\$160.0	\$110.0	\$50.0	\$10.0	\$160.0
Expenses Subtotal		\$200.0	\$198.0	N/A	\$87.0	\$247.0	\$197.0	\$137.0	\$97.0	\$247.0
Fund Withdrawals										
H1W1: Capital Reserve Fund	12 - 16	\$120.0	\$120.0	N/A	\$0.0	\$160.0	\$110.0	\$50.0	\$10.0	\$160.0
H1W2: Impact Fee - New Road	12	\$2.9	\$2.9	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Fund Withdrawals Subtotal		\$122.9	\$122.9	N/A	\$0.0	\$160.0	\$110.0	\$50.0	\$10.0	\$160.0
Grants/Revenues										
H1R: Sale/Trade-In Value of Vehicles	12 - 16	\$12.0	\$12.0	N/A	\$0.0	\$16.0	\$11.0	\$5.0	\$1.0	\$16.0
Grants/Revenues Subtotal		\$12.0	\$12.0	N/A	\$0.0	\$16.0	\$11.0	\$5.0	\$1.0	\$16.0
Highway Department Net Expenses		\$65.1	\$63.1	N/A	\$87.0	\$71.0	\$76.0	\$82.0	\$86.0	\$71.0

Fire Department	CIP Text Page Number	2016 CIP Approved	2016 Town Approved	2017 Recommended (Warrant or Budget)	2017	2018	2019	2020	2021	2022
Expenses										
F1D: Capital Reserve Fund Deposit - Fire Equipment/Apparatus	18	\$105.0	\$105.0	Warrant	\$108.0	\$108.0	\$108.0	\$108.0	\$108.0	\$85.0
F2D: Capital Reserve Fund Deposit - SCBA, SCBA Tanks, and High	18	\$33.4	\$33.4	Warrant	\$33.4	\$33.4	\$33.4	\$33.4	\$0.0	\$0.0
F1E: Replace Fire Department Vehicles	19 - 22	\$150.0	\$150.0	N/A	\$400.0	\$0.0	\$200.0	\$0.0	\$350.0	\$0.0
F2E: Replace Fire Department Equipment & Apparatus	22 - 24	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$200.0	\$0.0	\$0.0
Expenses Subtotal		\$288.4	\$288.4	N/A	\$541.4	\$141.4	\$341.4	\$341.4	\$458.0	\$85.0
Account Withdrawals										
F1W1: Capital Reserve - Fire Department Vehicles	19 - 22	\$150.0	\$150.0	Warrant	\$386.0	\$0.0	\$200.0	\$0.0	\$350.0	\$0.0
F1W2: Public Safety Impact Fee - Apparatus	19	\$0.0	\$0.0	Warrant	\$14.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
F1W3: Rescue Vehicles/Medical Equipment	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
F2W: Capital Reserve - SCBA, Tanks, Masks	22 - 24	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$200.0	\$0.0	\$0.0
Account Withdrawals Subtotal		\$150.0	\$150.0	N/A	\$400.0	\$0.0	\$200.0	\$200.0	\$350.0	\$0.0
Grants/Revenues										
F1R: Sale/Trade-In Value of Vehicles	19 - 22	\$10.0	\$10.0	N/A	\$10.0	\$0.0	\$20.0	\$0.0	\$10.0	\$0.0
Grants/Revenues Subtotal		\$10.0	\$10.0	N/A	\$10.0	\$0.0	\$20.0	\$0.0	\$10.0	\$0.0
Fire Department Net Expenses		\$128.4	\$128.4	N/A	\$131.4	\$141.4	\$121.4	\$141.4	\$98.0	\$85.0



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



CAPITAL IMPROVEMENT PROGRAM PROJECTS (PAGE 2 OF 6)

Police Department	CIP Text Page Number	2016 CIP Approved	2016 Town Approved	2017 Recommended (Warrant or Budget)	2017	2018	2019	2020	2021	2022
Expenses										
P1D: Create Capital Reserve Account for Replacement of Unmarked Police Vehicles (Including ACO Vehicle) and make initial deposit	26			Warrant						
		\$22.0	\$0.0		\$16.0	\$16.0	\$16.0	\$16.0	\$16.0	\$16.0
P1E: Unmarked Vehicle Replacement	27 - 28	\$0.0	\$0.0	Warrant	\$40.0	\$0.0	\$30.0	\$0.0	\$30.0	\$0.0
P2D: Capital Reserve Account Deposit for Replacement of Communications Radio Dispatch System	28	\$40.0	\$0.0	Warrant	\$0.0	\$65.0	\$65.0	\$65.0	\$65.0	\$20.0
P2E: Communication Systems	29 - 30	\$10.0	\$10.0	Budget	\$10.0	\$10.0	\$10.0	\$10.0	\$410.0	\$10.0
P3E: Replacement of Cruiser/Related Equipment	31	\$67.0	\$67.0	Budget	\$67.0	\$67.0	\$67.0	\$67.0	\$67.0	\$67.0
P4E: Hardware & Software Systems	31 - 33	\$56.0	\$56.0	Budget	\$13.0	\$43.0	\$13.0	\$13.0	\$113.0	\$13.0
Expenses Subtotal		\$195.0	\$133.0	N/A	\$148.0	\$201.0	\$201.0	\$171.0	\$701.0	\$136.0
Account Withdrawals										
P1W1: Capital Reserve - Unmarked police vehicles	27 - 28	\$0.0	\$0.0	N/A	\$16.0	\$0.0	\$30.0	\$0.0	\$30.0	\$0.0
P1W2: Other fees and gifts	27	\$0.0	\$0.0	N/A	\$25.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
P2W: Capital Reserve - Radio Communication System	29 - 30	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$400.0	\$0.0
Account Withdrawals Subtotal		\$0.0	\$0.0	N/A	\$40.0	\$0.0	\$30.0	\$0.0	\$430.0	\$0.0
Grants/Revenues										
P1R, P3R: Sale/Trade-In Value of Vehicles	26, 31	\$6.0	\$6.0	N/A	\$9.0	\$6.0	\$6.0	\$6.0	\$9.0	\$6.0
Grants/Revenues Subtotal		\$6.0	\$6.0	N/A	\$9.0	\$6.0	\$6.0	\$6.0	\$9.0	\$6.0
Police Department Net Expenses		\$189.0	\$127.0	N/A	\$97.0	\$195.0	\$165.0	\$165.0	\$262.0	\$120.0

Emergency Management Department	CIP Text Page Number	2016 CIP Approved	2016 Town Approved	2017 Recommended (Warrant or Budget)	2017	2018	2019	2020	2021	2022
Expenses										
E1: Create Emergency Management Capital Reserve Fund & make an initial deposit	33	\$0.0	\$0.0	N/A	\$0.0	\$10.0	\$10.0	\$10.0	\$10.0	\$0.0
E2: Emergency Management Projects	34 - 36	\$0.0	\$0.0	N/A	\$0.0	\$15.0	\$15.0	\$15.0	\$210.0	\$0.0
Expenses Subtotal		\$0.0	\$0.0	N/A	\$0.0	\$25.0	\$25.0	\$25.0	\$220.0	\$0.0
Account Withdrawals										
Emergency Management Capital Reserve	35	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$210.0	\$0.0
Account Withdrawals Subtotal		\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$210.0	\$0.0
Grants/Revenues										
Emergency Management Planning Grant	35	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Homeland Security Grant	35	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Grants/Revenues Subtotal		\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Emergency Management Department Net Expenses		\$0.0	\$0.0	N/A	\$0.0	\$25.0	\$25.0	\$25.0	\$10.0	\$0.0



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Water Department	CIP Text Page Number	2016 CIP Approved	2016 Town Approved	2017 Recommended (Warrant or Budget)	2017	2018	2019	2020	2021	2022
Expenses										
W1: Capital Reserve Fund Deposit - Fire Suppression Water Line	37	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
W2: Capital Reserve Account Deposit - Pump & Pump House Replacement	37	\$70.0	\$0.0	Warrant	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
W3: Fire Suppression Line Installation & Maintenance	38	\$0.0	\$400.0	N/A	\$0.0	\$172.0	\$0.0	\$0.0	\$0.0	\$0.0
W4: Water Department Buildings & Equipment	38 - 39	\$0.0	\$0.0	N/A	\$0.0	\$420.0	\$0.0	\$0.0	\$0.0	\$0.0
W5: Water Studies	40	\$150.0	\$150.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Expenses Subtotal		\$220.0	\$550.0	N/A	\$0.0	\$592.0	\$0.0	\$0.0	\$0.0	\$0.0
Account Withdrawals										
Fire Suppression Water Line Capital Reserve Account	37	\$0.0	\$58.8	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Pump & Pump House Capital Reserve Fund	38 - 39	\$0.0	\$0.0	N/A	\$0.0	\$420.0	\$0.0	\$0.0	\$0.0	\$0.0
Water Line Impact Fee	37	\$0.0	\$11.2	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Water User Fee (RSA 38:27)	37 - 38	\$0.0	\$330.0	N/A	\$0.0	\$172.0	\$0.0	\$0.0	\$0.0	\$0.0
Account Withdrawals Subtotal		\$0.0	\$400.0	N/A	\$0.0	\$592.0	\$0.0	\$0.0	\$0.0	\$0.0
Grants/Revenues										
GREE Fund Grant	40	\$30.0	\$30.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
State/Trade-In Value of Vehicles	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Grants/Revenues Subtotal		\$30.0	\$30.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Water Department Net Expenses		\$190.0	\$120.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0

Municipal Buildings	CIP Text Page Number	2016 CIP Approved	2016 Town Approved	2017 Recommended (Warrant or Budget)	2017	2018	2019	2020	2021	2022
Expenses										
MB1: Capital Reserve Fund Deposit - Building Systems Repairs and Maintenance	43	\$10.0	\$11.0	Warrant	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
MB2: Capital Reserve Fund Deposit - Acquisition of Land and/or Buildings Fund	43	\$0.0	\$0.0	Warrant	\$100.0	\$100.0	\$100.0	\$100.0	\$100.0	\$100.0
MB4: Public Safety Complex - Expansion Bond & Debt Service	44 - 45	*\$8,500	*\$8,500	Budget	\$598.0	\$559.1	\$545.0	\$531.0	\$517.0	\$502.8
MB5: Public Safety Complex - Maintenance & Repair	46	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB6: Library - Capital Reserve Fund Deposit - Repair, Maintenance, and Renovation Grounds and Building	46	\$100.0	\$50.0	Warrant	\$65.0	\$65.0	\$65.0	\$65.0	\$65.0	\$65.0
MB7: Library - Maintenance & Repair	47 - 51	\$108.0	\$116.5	Budget	\$81.5	\$113.5	\$68.5	\$41.7	\$110.0	\$0.0
MB8: Highway Garage/Salt Shed - Bond & Debt Service	51-52	*\$99.0	\$0.0	N/A	\$0.0	\$0.0	*\$99.0	\$99.5	\$99.5	\$99.5
MB9: Courthouse - Maintenance & Repair	52	\$5.0	\$5.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB10: Historical Society - Maintenance & Repair	53	\$10.0	\$10.0	N/A	\$30.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB11: Town Hall - Maintenance & Repair	54	\$25.0	\$0.0	N/A	\$25.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB12: Recreation Buildings - P.A.R.C.	54	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB13: Recreation Buildings - Ingalls Terrace	54	\$0.0	\$0.0	N/A	\$0.0	\$40.0	\$0.0	\$0.0	\$0.0	\$0.0
MB14: Recreation Buildings - Community Center (Beede Site)	55	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	*\$1500
Expenses Subtotal		\$260.0	\$194.4	N/A	\$909.5	\$887.6	\$788.5	\$847.2	\$901.5	\$777.4



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Municipal Buildings	CIP Text Page Number	2016 CIP Approved	2016 Town Approved	2017 Recommended (Warrant or Budget)	2017	2018	2019	2020	2021	2022
Account Withdrawals										
MB2W: Police & Fire Departments Portion of Public Safety Complex Impact Fee	N/A	\$0.0	\$0.0	N/A	\$115.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB1W3: Unexpended Fund Balance	N/A	\$0.0	\$0.0	N/A	\$100.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB1W1: Building Systems Repair and Maintenance Capital Reserve Account	N/A	\$10.0	\$10.0	N/A	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
MB1W1W2: Acquisition of Land and/or Buildings Fund Account	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB3W1: Library Capital Reserve Fund	47 - 51	\$50.0	\$50.0	N/A	\$50.0	\$77.2	\$68.5	\$41.7	\$110.0	\$0.0
MB3W2: Library Funds (Fees, Fines, Donations)	47 - 51	\$56.5	\$56.5	N/A	\$31.5	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Account Withdrawals Subtotal		\$116.5	\$116.5	N/A	\$306.5	\$87.2	\$78.5	\$51.7	\$120.0	\$10.0
Grants/Revenues										
None	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Grants/Revenues Subtotal		\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Municipal Buildings Net Expense		\$116.5	\$116.5	N/A	\$306.5	\$87.2	\$78.5	\$51.7	\$120.0	\$10.0

Municipal Services	CIP Text Page Number	2016 CIP Approved	2016 Town Approved	2017 Recommended (Warrant or Budget)	2017	2018	2019	2020	2021	2022
Expenses										
MS1E: Building Department Expenses	60 - 61	\$27.0	\$27.0	Budget	\$22.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MS2D: Cable Department Equipment Capital Reserve Fund deposit	61	\$70.0	\$70.0	Warrant	\$30.0	\$30.0	\$30.0	\$15.0	\$5.0	\$0.0
MS2E: Cable Department - Purchase, Maintenance & Repair	62 - 67	\$65.0	\$65.0	Budget	\$50.0	\$32.5	\$30.0	\$30.0	\$20.0	\$0.0
MS3E: Cemetery - Maintenance & Repair	67	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MS4D: Capital Reserve Fund Deposit - Cell Tower Maintenance	67-68	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MS4E: Cell Tower - Maintenance & Repair	68 - 69	\$125.0	\$0.0	Budget	\$0.0	\$407.0	\$0.0	\$0.0	\$0.0	\$0.0
Expenses Subtotal		\$287.0	\$162.0	N/A	\$102.0	\$469.5	\$60.0	\$45.0	\$25.0	\$0.0
Account Withdrawals										
MS4W: Cell Tower Maintenance Capital Reserve Account	68 - 69	\$0.0	\$0.0	N/A	\$0.0	\$407.0	\$0.0	\$0.0	\$0.0	\$0.0
MS1W, MS2W: Unexpended Fund Balance	60 - 67	\$40.0	\$70.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Account Withdrawals Subtotal		\$40.0	\$70.0	N/A	\$0.0	\$407.0	\$0.0	\$0.0	\$0.0	\$0.0
Grants/Revenues										
MS2R: Cable Franchise Revenues	61	\$20.0	\$20.0	N/A	\$20.0	\$20.0	\$20.0	\$20.0	\$20.0	\$20.0
MS1R: Sale/Trade-in Value of Vehicles	60	\$5.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Grants/Revenues Subtotal		\$25.0	\$20.0	N/A	\$20.0	\$20.0	\$20.0	\$20.0	\$20.0	\$20.0
Municipal Services Net Expenses		\$262.0	\$142.0	N/A	\$82.0	\$449.5	\$40.0	\$25.0	\$25.0	-\$20.0
Grants/Revenues Subtotal										
Transportation Infrastructure Net Expenses		\$203.9	\$203.9	N/A	\$303.9	\$203.9	\$203.9	\$203.9	\$203.9	\$203.9



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Conservation and Recreation	CIP Text Page Number	2016 CIP Approved	2016 Town Approved	2017 Recommended (Warrant or Budget)	2017	2018	2019	2020	2021	2022
Expenses										
CR1D: Conservation - Conservation 36-A Fund Deposit	71	\$10.0	\$10.0	Warrant	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
CR2D: Conservation - Create a renewable energy capital reserve fund and make an initial deposit	71	\$10.0	\$0.0	Warrant	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
CR3D: Conservation - Create a trail creation and maintenance capital reserve fund and make an initial deposit	72	\$10.0	\$0.0	Warrant	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
CR4D: Recreation - Capital Reserve Fund Deposit	72	\$50.0	\$50.0	Warrant	\$50.0	\$50.0	\$50.0	\$50.0	\$50.0	\$50.0
CR4E: Recreation - Expenses per Strategic Plan	73	\$64.0	\$64.0	Budget	\$50.0	\$50.0	\$50.0	\$50.0	\$50.0	\$50.0
Expenses Subtotal		\$144.0	\$124.0	N/A	\$130.0	\$130.0	\$130.0	\$130.0	\$130.0	\$130.0
Account Withdrawals										
CR1W1: Conservation 36-A Fund	71	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
CR1W2: Forestry Fund	71	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
CR2W: Capital Reserve Fund - Renewable Energy	71	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
CR3W: Capital Reserve Fund - Trails	72	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
CR4W1: Capital Reserve Fund - Recreation Plan	72	\$64.0	\$64.0	N/A	\$50.0	\$50.0	\$50.0	\$50.0	\$50.0	\$50.0
CR4W2: Recreation Impact Fee	73	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Account Withdrawals Subtotal		\$64.0	\$64.0	N/A	\$50.0	\$50.0	\$50.0	\$50.0	\$50.0	\$50.0
Grants/Revenues										
CR3R: Trail Grant (50% Local Match)	72	\$50.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
CR4R: Recreation Gifts-in-kind Services	73			N/A						
Grants/Revenues Subtotal		\$50.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Conservation and Recreation Net Expenses		\$30.0	\$60.0	N/A	\$80.0	\$80.0	\$80.0	\$80.0	\$80.0	\$80.0

Transportation Infrastructure	CIP Text Page Number	2016 CIP Approved	2016 Town Approved	2017 Recommended (Warrant or Budget)	2017	2018	2019	2020	2021	2022
Expenses										
T1D: Transportation Infrastructure Capital Reserve Fund deposit	76	\$50.0	\$50.0	Warrant	\$50.0	\$50.0	\$50.0	\$50.0	\$50.0	\$50.0
T2E: Hazard Mitigation Plan Projects	76 - 77	\$20.0	\$0.0	Warrant	\$20.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
T3E: Transportation - Surface & Drainage Routine Maintenance	78	\$285.0	\$285.0	Budget	\$285.0	\$285.0	\$285.0	\$285.0	\$285.0	\$285.0
T4E: Transportation - Special Projects	79 - 83	\$20.0	\$0.0	Warrant	\$1,999.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Expenses Subtotal		\$375.0	\$335.0	N/A	\$2,354.0	\$335.0	\$335.0	\$335.0	\$335.0	\$335.0
Account Withdrawals										
Capital Reserve Fund - Transportation Infrastructure Projects	79 - 83	\$40.0	\$0.0	N/A	\$35.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Account Withdrawals Subtotal		\$40.0	\$0.0	N/A	\$35.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Grants/Revenues										
T3R: State Highway Block Grant	78	\$131.1	\$131.1	N/A	\$131.1	\$131.1	\$131.1	\$131.1	\$131.1	\$131.1
T4R1: Safe Routes to School (SRTS) Grant	79 - 83	\$35.0	\$35.0	N/A	\$215.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
T4R2: Unexpended Fund Balance	79 - 83	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
T4R3: Federal/State Bridge Aid (80% for Westville Road Bridge)	79 - 83	\$0.0	\$0.0	N/A	\$800.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
T4R4: Transportation Alternatives Program (TAP) Grant (80% State/20%		\$0.0	\$0.0	N/A	\$787.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Grants/Revenues Subtotal		\$166.1	\$166.1	N/A	\$1,933.1	\$131.1	\$131.1	\$131.1	\$131.1	\$131.1
Transportation Infrastructure Net Expenses		\$168.9	\$168.9	N/A	\$385.9	\$203.9	\$203.9	\$203.9	\$203.9	\$203.9



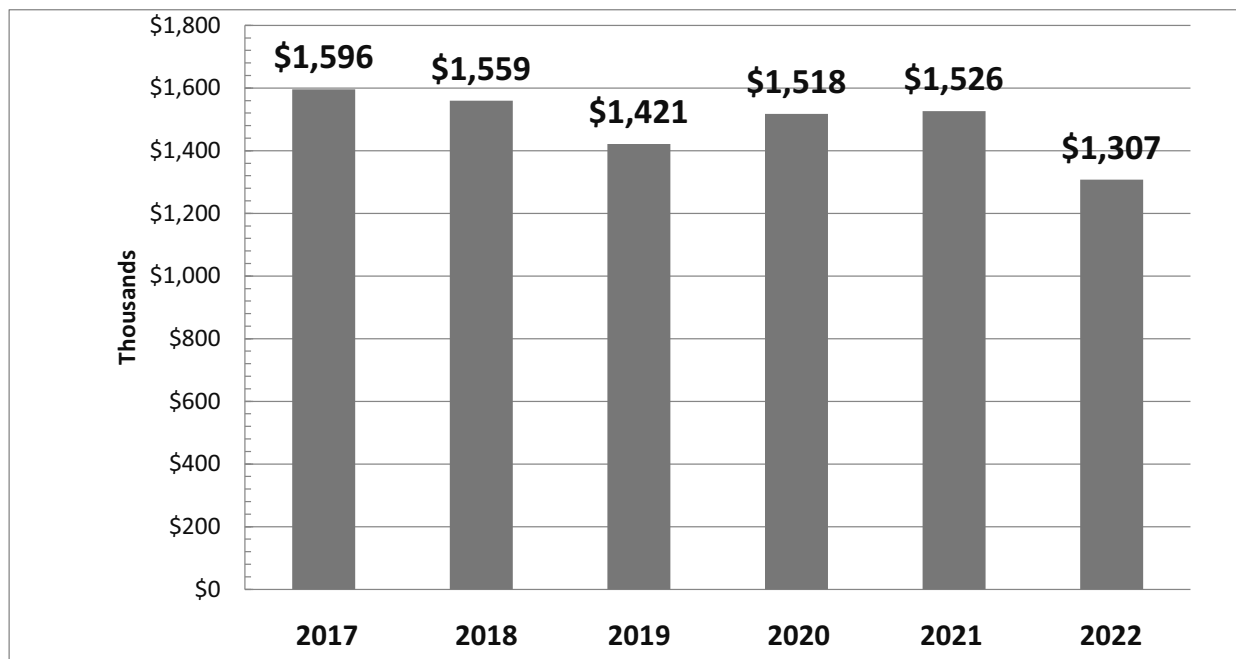
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GRAND TOTALS	2016 CIP Approved	2016 Town Approved	2017 Recommended (Warrant or Budget)	2017	2018	2019	2020	2021	2022
Total Expenses	\$1,959.4	\$1,984.8	N/A	\$4,399.9	\$3,028.5	\$2,077.9	\$2,031.6	\$2,867.5	\$1,700.4
Total Grants/Revenues	\$419.1	\$364.1	N/A	\$1,972.1	\$173.1	\$188.1	\$162.1	\$171.1	\$173.1
Total Impact Fee Withdrawals	\$2.9	\$14.1	N/A	\$129.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Total Reserve & Other Fund Withdrawals	\$530.5	\$909.3	N/A	\$702.5	\$1,298.2	\$468.5	\$351.7	\$1,170.0	\$220.0
Total Net Expenses	\$1,016.9	\$697.3	N/A	\$1,596.3	\$1,559.2	\$1,421.3	\$1,517.8	\$1,526.4	\$1,307.3





Town of Plaistow, New Hampshire

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REPORT OF THE CEMETERY SEXTON

The Town's Cemetery again proved to be an affordable and attractive option to our Plaistow residents.

The prices for Cemetery plots are available as follows:

- Plaistow Residents: \$150 for the Sale of a plot and \$275 for perpetual care for a total of \$425
- Non Resident: \$300 for the Sale of a plot and \$495 for perpetual care for a total of \$795
- Internment Fee for a full burial: \$100
- Internment Fee for a cremation: \$50

There were 8 graves sold in 2016.

The Town Highway Department continues to maintain the perpetual care in the cemetery. This consists of the mowing, trimming, and Spring and Fall cleanups. Performing these task with in house resources is important when it comes down to the timing of work getting done. Important dates in the cemetery are Memorial Day, Mother's Day, Father's Day, Easter, and Veteran's Day. We do all we can to make the cemetery look special for these days.

We hope all who have spent a few moments at Plaistow's cemetery found some peaceful reflections and fond memories of loved ones. There were many inquiries from residents or former residents about the location of loved ones within the cemetery.

Looking forward to 2017, I will research how to clean some of the headstones, maybe establish a 5 to 10 year plan.

Please know that comments and suggestions from the residents of Plaistow are always appreciated, so please contact the Town Manager's office if there is anything you need at 603-382-5200 x 266

Respectfully submitted,

Daniel Garlington
Plaistow Highway Supervisor





Town of Plaistow, New Hampshire

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REPORT OF THE CONFLICT OF INTEREST COMMITTEE

Purpose of the Committee

In order for the citizens of Plaistow to have confidence in the integrity of its government, the Conflict of Interest Committee is dedicated to serving Plaistow's citizenry by ensuring that:

- 1) Our public officials act independently, impartially and with responsibility to the people of Plaistow for the public's best interests;
- 2) Our government's decisions and policies are made through the proper channels of governmental structure;
- 3) Any and all public offices are not used for personal gain; and
- 4) Our public officials perform their duties without conflicts between their private interests and those of the citizens they serve.

How to File a Petition

Any citizen who believes that a conflict of interest exists regarding a Plaistow public officer and wishes to submit a formal complaint is encouraged to review the Town of Plaistow's Conflict of Interest Ordinance, Section V, "Prohibited Conduct."

To obtain copies of the Conflict of Interest Ordinance, Bylaws, Petition of Alleged Violations form, and the Tri-Fold of Prohibited Conduct from the Conflict of Interest Ordinance you may:

- 1) Mail a request to the Conflict of Interest Committee, PO Box 903, Plaistow, NH 03865;
- 2) Print from online: www.plaistow.com/Pages/PlaistowNH_Bcomm/conflict;
- 3) E-mail townofplaistowcoic@yahoo.com, and enter "COIC Business" in the subject line;
- 4) Attend a COIC meeting; or
- 5) Inquire at the Town Hall or Plaistow Public Library.

All correspondence to the post office box and e-mail address go directly to the Conflict of Interest Committee, and remain confidential in accordance with our bylaws and ordinances. All *Petitions of Alleged Violation* forms must be mailed to the Conflict of Interest Committee at the above PO Box only; hand-delivered petitions will not be accepted.

NH Conflict of Interest Area Towns Group

The Committee is still interested in forming a NH Conflict of Interest Group of area towns who have a Conflict of Interest Ordinance or who would like to adopt an ordinance of their own. Committees would share ideas and information on Conflict of Interest Ordinances and possible areas of improvement.

Committee Member Assistance

The Committee is available to interpret and/or discuss the COIC Ordinance and Bylaws with citizens and town officials at all regular meetings. Suggestions to improve the ordinance will be taken under consideration at the COIC's discretion. In 2013 we created a tri-fold of the Prohibited Conduct from the COIC Ordinance.



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REPORT OF THE CONFLICT OF INTEREST COMMITTEE (Continued)

Meeting Schedule

The Conflict of Interest Committee meets the third Tuesday of the month at 7:00 PM at the Plaistow Public Library (except July, August, November and December). All regular meetings are open to the public and all are welcome to attend.

2016 Members

Members of the Conflict of Interest Committee in 2016 were John Moynihan, Chairman; Robert Hamilton, Vice Chairman; Therese Chouinard, Secretary.

Respectfully submitted,

Therese A. Chouinard
Conflict of Interest Committee





Town of Plaistow, New Hampshire

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REPORT OF THE CONSERVATION COMMISSION

Plaistow has **resources** in its **people** who serve on the Conservation Commission who also do a lot to monitor and measure the quality and quantity of ground and surface **waters**.

Arbor Day in New Hampshire is observed every year on the last Friday in April. It is a unique holiday, celebrated by planting a tree that looks to the future and not at some past happening, as is the case of most holidays. New Hampshire extends the celebration with Forest Conservation Week, which begins the day after Arbor Day. This special day envisioned by J. Sterling Morton of Nebraska City, Nebraska was first adopted by the State of Nebraska in 1872. The idea swiftly spread across the country. New Hampshire's first official Arbor Day was proclaimed on April 29, 1886 by Governor Moody Currier who advocated reforestation of waste and cutover lands, and planting of shade and ornamental trees and shrubs around homes, along highways, and other public places. Today every state has an official date for Arbor Day.

Education is always an important part of conservation. The Conservation Commission sponsored a poster contest for grades 1 through 5. The poster theme for this year's contest was "It's All About The Trees". The winners are:

Grade	Poster Winner
1	Kyleigh Callery
2	Spencer Brien
3	Emma Sharp
4	Emma Soucy
5	Trysta Winkowski

A 5th grade poetry contest was also held and the winner and finalists are shown below:

Place	Poetry Winner
1 st	Akella Brianna Myslivy
2 nd	Lexi Wagnitz
3 rd	Kendall Morrill
4 th	Lauren Hayes

Congratulations to all the poster and poetry participants who not only participated in the Arbor Day activities but learned that it is important to maintain and protect trees.

Earth Day is also celebrated in April and was envisioned by Senator Gaylord Nelson of Wisconsin to make all citizens aware of the valuable and life-sustaining resources of the planet earth. The first Earth Day was celebrated on April 1, 1970 and is now celebrated on Wednesday with dates ranging from April 19th to April 25th.

We should never forget the importance trees play in our global ecosystems by helping to clean the air, stabilize soils so storm water runoff does not pollute our waters. There are places however, where storm-damaged, fallen trees can take down power lines and cause power



Town of Plaistow, New Hampshire

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REPORT OF THE CONSERVATION COMMITTEE (Continued)

interruptions. There is always a delicate balance between not cutting trees, thus helping to preserve our ecosystems, and the cutting of trees under power lines to prevent wide-spread power outages. Because of the close proximity of the dates and a similar theme, Earth Day activities are combined with Arbor Day activities.

The Conservation Commission participated in the annual Old Home Day celebration. We had displays and handouts of how to help protect both the quality and quantity of drinking water. The displays also described steps the Town is taking to properly manage storm water as part of the Environmental Protection Agency's (EPA) storm water requirements. This part of the display was an important piece to help the Town meet the storm water requirements. Unfortunately, it was a really windy day making it impossible to fully display all the posters and handouts. We expect to return again in 2016, so if you missed something last year, be sure to stop by this year.

An important activity that took place in the late fall was the placing of watershed signs along side our roadways. Thanks to Dan Garlington and his crew who did the sign installation.

This year we did our annual stream testing in early December. Normally this would be a period of high water conditions, however, this year the water levels were very low. We contracted with Normandeau & Associates to do the testing at 20 locations. We will also be working with Normandeau & Associates to do the required MS4 testing and to ensure we are not doing any redundant testing.

Below are the results of the testing for nitrates and nitrites over the past 25+ years.

Sample Point	Test Type (mg/l)	1983 (mg/l)	1993 (mg/l)	2003 (mg/l)	2012 (mg/l)	2014 (mg/l)	2015 (mg/l)	2016 (mg/l)
Little River at the intersection of Old County Rd and Kingston Rd	Nitrates	< 0.10	0.5	0.56	< 0.2	< 1.0	< 0.10	< 0.10
	Nitrites	< 0.10	< 0.05	< 0.05	< 0.2	< 0.01	< 0.01	< 0.01
Little River at the Atkinson/Plaistow Town Line	Nitrates	0.14	0.5	1.34	0.50	< 1.0	< 1.0	< 1.0
	Nitrites	< 0.10	< 0.05	< 0.05	< 0.2	< 0.01	< 0.01	< 0.01

Note the "<" symbol means "less than" and gets reported when the available measurement techniques measure some quantity of a substance but it is so small that it can not be measured accurately. These points are often referred to as Minimum Detectable Limit (MDL) points. The unit of measure for both nitrates and nitrites is milligrams per liter (mg/l). Drinking water standards require less than 10 mg/l for nitrates.

Although the water quality in our streams does not meet drinking water standards for some measures such as pH and coliform, neither does it pose a severe health risk.

Respectfully submitted,
Timothy Moore
Secretary



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REPORT OF THE CONSERVATION COMMITTEE - TOWN FOREST

Plaistow has excellent **resources** in the **people** who maintain the forest and monitor its conservation easement. **Plaistow** also has excellent natural **resources** that the Town Forest protects **water**, **woodlands** and **animal habitat**.

The Conservation Commission members in the 1980s started to define a Town Forest. This initial concept was advanced substantially in 1999 when the Conversation Commission hired Charles Marino, a registered forester, to prepare a Forest Management Plan for the parcels owned by the Town in the Frog Pond Woods area and a 20-acre parcel adjacent to Old County near the top of the hill as you head towards Hampstead.

In the 1999/2000 time frame, the Boy Scouts from Troop 18 (sponsored by the Plaistow Fish and Game) approached the Conservation Commission about the potential for doing trail work in the Town Forest. It was the beginning of a cooperative effort that continues today. The scouts have done a dozen or more Eagle Scout projects in the Town Forest including building and maintaining trails, building and creating bridges so that trail crossings of Kelley Brook can be easily accomplished, building and maintaining a wildlife observation platform, designing and installing a Town Forest sign at its entrance on Main Street, creating a trail map and markers and then building a kiosk to house the trail map, and putting the finishing touches on the parking lot and picnic areas.

A Hampstead resident and frequent user of the Plaistow Town Forest trails, Brent Ebner, has volunteered his time to construct three new bridges and repair/rehabilitate three more bridges. Many of the early bridges built by the Boy Scouts are in need of repair; it seems impossible that some of these bridges are approaching 15 years old. Brent along with Conservation Commission members Olaf Westphalen, Dave Averill, Jill Senter and a team of volunteers from Hampstead spent many hours working on the bridges throughout the summer and fall. Brent and crew also installed a "Beaver Deceiver" to allow a beaver dam to remain in place while allowing water levels to remain within reasonable limits. The out of town volunteers that helped Brent with the work follows: Mary Ebner, Marty Chaput, Ken Brown, Keith Parento, Kevin Arling, Tom Hong, Richard Thorn, Mark Moreau, Michelle Grimm, Tanya Weed, Brendon Hanlon, and Steve Ungerer.



As always, thanks to Dan Garlington and his work crew for keeping the parking lot plowed during the winter months. Please be patient, however, as it may take a couple of



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REPORT OF THE CONSERVATION COMMITTEE - TOWN FOREST (Continued)

days to get the roads plowed, sanded, and salted before resources can be directed to the Town Forest parking lot.

A few years after our own Fire Department was established, on August 9, 1944 Smokey Bear was created by the Ad Council as a symbol for the U.S. Forestry Service to promote their forest fire prevention program. In the spring of 1950, in the Capitan Mountains in New Mexico, a young bear cub was discovered in a tree by forest firefighters. Although badly burned, the cub survived and was named Smokey by the firefighters. News spread about Smokey and he was brought to the National Zoo in Washington, DC, where he

remained until his death in 1976. He became the living symbol of all forest fire prevention programs.



As Smokey Bear has reminded us all these years,

“Only YOU Can Prevent Forest Fires!”

Respectfully submitted,

Timothy Moore
Secretary



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REPORT OF THE ELDER AFFAIRS COMMITTEE

Our Elder Affairs Committee was established by the Town Manager with the mission and charter to improve opportunities and activities for senior citizens. Our committee meets monthly at the Town Hall.

We are fortunate to have a great Library and Recreation Department who work so well together to help plan and coordinate trips and programs for the citizens and specials activities for our seniors.

Our Senior Newsletter: The Senior Sizzler is in its second full year of production. We mail copies, have them also available at the Vic Geary Center, area churches and the library. It is also available on the Recreation web site. In this newsletter we hope to offer news, opportunities for activities, recipes, craft ideas, and some info about our town staff. Watch for the next edition.

Senior Health Opportunities: We continue to partner with the Plaistow Area YMCA and the Timberlane Regional School District for programming and opportunities. The School district sponsors a Wellness Expo for all citizens each spring...great chance to learn about some healthy topics. Join us at the Expo.

Local transportation is a topic we continue to explore. Working with Human Resources Department, CART and Easter Seals, we have obtained some senior transportation. Please call Town Hall for information regarding transportation.

We are always working on new ideas.

Thank you for a great year.

Submitted by:

Susan Sherman, Chair





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REPORT OF THE EMERGENCY MANAGEMENT DEPARTMENT

“Precious Resources: Our Citizens and Our Water”

Plaistow’s Emergency Management Department provides leadership and assistance in an attempt to save lives, protect public health, safety, and property in Plaistow from any natural, man-made and technological hazards through an effective emergency management program based on the Four Phases of Emergency Management:

- **Mitigation** - efforts to reduce hazards or their impacts
- **Preparedness** - efforts to prepare for a likely hazard
- **Response** - actions taken to respond to an emergency or disaster
- **Recovery** - actions taken to restore the community to pre-disaster condition

The Town’s Local Emergency Operations Plan (LEOP) ensures a coordinated and effective response to disasters that may occur, and is organized to correspond to the Four Phases of Emergency Management and include functional annexes, Emergency Support Functions, (ESF’s) which identify the functions that may need to be addressed to manage a disaster.

The plan assigns one or more functions to Town Departments to provide response and recovery activities in support of local operations during an emergency or disaster. Plaistow is privileged to have dedicated, hard working departments who work together to serve and protect our citizens and the Town.



Training activities in 2016 included:

- The 12th Annual NH Emergency Preparedness Conference, which is an annual event, that brings together emergency responders, health officials and preparedness planners from NH to examine a wide spectrum of emergency management topics using an all-hazards approach.
- In August, the Emergency Management Team participated in a statewide, full-scale exercise for activating the South Central Public Health Region’s Multi-Agency Coordinating Entity (MACE) and for opening up a point of dispensing (POD) facility, to accept shipment of the Strategic National Stockpile. The MACE is responsible for coordinating local and regional resources during a large-scale public health emergency within the South Central Region. Resources are defined as any personnel, equipment, supplies or information that needs to be shared in a public health event. The purpose of a POD is to quickly distribute preventive medication to large numbers of people during a public health emergency in an effort to prevent illness. The exercise was conducted to



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REPORT OF THE EMERGENCY MANAGEMENT DEPARTMENT (Continued)

test communication, logistics, transportation, and incident command structure and to evaluate the ability to respond to public health and healthcare emergencies in our region.

On July 18, 2016, fierce thunderstorms and high winds moved through Plaistow. Although there was a severe thunderstorm warning issued at that time, the resulting damage from this storm had Emergency Management officials and the National Weather Service (NWS) thinking that there was something else going on. On July 19, 2016, a NWS survey team came to Plaistow to evaluate the damage in the southern section of Town. They confirmed that a microburst was responsible for the damage that included winds estimated at 80 to 90 mph, hundreds of snapped or uprooted trees, numerous structures damaged by fallen trees, and dozens of utility poles and wires down. The path of the microburst measured two miles wide and 1.6 miles long. Utility crews and our highway department worked diligently to clear downed trees and get power restored. Fortunately there were no injuries or fatalities attributed to the storm.

Plaistow citizens are encouraged to sign up for **NH Alerts** through CODE RED. ReadyNH.gov was developed to provide you with information and resources to take action and keep your family safe from emergencies. You can sign up for CODE RED emergency alerts from the State of NH and be notified of emergencies and severe weather warnings. They can be received by phone, a text message to your phone or an email. Visit www.readynh.gov and sign up today!

I want to thank my coworkers for their cooperation, dedication and hard work in supporting the Emergency Management Department.

Respectfully submitted,

Lt. William M. Baldwin
Emergency Management Director



Town of Plaistow, New Hampshire

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REPORT OF THE PLAISTOW ENERGY COMMITTEE

New Hampshire's energy system has reached a complex crossroads. In coming months and years, legislators, regulators, and policymakers will have to make challenging, interrelated, and far-reaching decisions about how the State meets its future power needs and environmental policy mandates. These decisions do not amount to picking which one direction to take, rather, they are decisions about what mix of multiple pathways and approaches should be best combined to ensure the most reliable, affordable energy supply that also meets aggressive goals and mandates for mitigating pollution and climate impacts.

The Plaistow Energy Committee was established to make recommendations to the Board of Selectmen regarding energy conservation, energy efficiency, and/or conversion to greener energy sources. The Committee is staffed by the Town Planner and made up of volunteer community members with representatives from the Library and Fire Department. The Committee is dedicated to providing information and guidance to the municipal government as well as residents, property owners, and businesses throughout Plaistow.



Committee Objectives:

- Evaluate the effectiveness of Plaistow's current energy and renewable initiatives relative to best management practices within municipalities of similar size in the region.
- Consider State and Federal initiatives intended to 'help' municipalities improve operational efficiency with energy and environmental sustainability, paying attention to any deadlines and time to complete.
- Consider the direction of technology into the future and its potential to improve Plaistow's energy and renewable initiatives;
- Consider those characteristics of Plaistow that enable a renewable initiative.

In 2016, Plaistow's Energy Committee was faced with some adversity with regard to several initiatives the Committee has undertaken since 2015.

The Committee played an integral role in attempts to purchase 460 +/- street lights from the Town's service provider (Unitil) in order to convert the current fixtures to Light Emitting Diode (LED) technology; attempts which have been stymied in light of a proposed LED Lighting Tariff which was submitted in 2016 by Unitil Corp. to the State Public Utilities Commission (PUC) after purchase negotiations with the Town were unsuccessful. The Town currently spends nearly \$100,000 annually to power the outdated High Pressure Sodium (HPS) lighting technology being used on municipal streets. If afforded an opportunity to purchase the lights and retrofit with LED technology, the Town could potentially save upwards of \$60,000 a year. The Committee



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REPORT OF THE PLAISTOW ENERGY COMMITTEE (Continued)

continues to pursue updates from the PUC and hopes to see changes made legislatively to allow municipalities in New Hampshire to do what we all would do in our own home; save money.

The Committee has also encountered hurdles in its attempts to establish a municipal solar array on the Town's capped landfill. These hurdles are due to a lack of space within Unitil Corp. electrical grid as dictated by the 2016 Net Metering Cap update. In addition, the Committee met with representatives from Normandeau Associates, Inc, the Town's Engineering Consultant which oversees the management of the landfill, and learned of the preliminary work associated with a project of this nature. The Committee continues to pursue this project and is hopeful that the Net Metering Cap will allow this project to move forward in time.

In 2016 the Committee began the process of reviewing the efficiency of Plaistow's current energy operations relative to costs and the delivery of services within municipal buildings. The Committee has met with several companies to identify the most appropriate way to retrofit municipal lighting equipment to LED fixtures located on some of our municipal campuses. Specifically, the Committee is working with the Library, Recreation Department, Building Maintenance Department and others to identify the number of lights available for retrofit, wattages, annual costs, and will be working to retrieve costs estimates and analysis to show cost savings once the less efficient bulbs are replaced with LED.

The Plaistow Energy Committee meets every third Wednesday of the month at 5:00PM in the Great Hall on the second floor of Town Hall. The Committee is always interested in meeting new residents who would consider joining and help the Town increase cost savings for energy, reduce greenhouse gases, and build a cleaner and greener Plaistow for citizens and businesses.

Respectfully submitted,

Julian Kiszka
Selectmen & Energy Committee Chair

Gregory M. Jones
Town Planner and Energy Committee Staff



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE FINANCE DIRECTOR

The Finance Department is comprised of many functions that interact with all departments within the Town of Plaistow. These functions include Accounts Payable, Accounts Receivable, and Payroll. The Finance Department is responsible for development, preparation, and control of the Town's budget in conjunction with the Town Manager and the individual departments throughout the Town. The department is also in charge of accounting and financial reporting including Federal and State reporting requirements.

It is the mission of the Finance Department to administer the financial resources of the Town in a fair, accurate and professional manner to meet all areas of fiscal responsibility, including compliance with federal, state and local laws and generally accepted accounting practices.

The following are highlights from the 2016 fiscal year:

- The Town received voter authorization to obtain an \$8,500,000 Bond Issue to fund the expansion of the Public Safety Complex.
- The Town has a solid Capital Reserve Fund to meet future needs for capital equipment and other related items for future needs. The Capital Improvement Program is an asset to the community.
- The Town continued to set a goal to have a level funded tax rate as not to burden the taxpayers with spikes in the tax rate. The actual 2016 tax rate for the Town portion was set at \$5.43 which represents a decrease of \$.55 from the 2015 Town tax rate. The 2015 tax rate was \$5.98 per thousand.
- The Town has a healthy, strong unassigned fund balance and is in great financial shape to meet Town obligations and stay fiscally responsible to the citizens of Plaistow.

In closing, I would like to take this opportunity to acknowledge all of the good wishes and warm greetings that I have received upon my arrival in the Town of Plaistow. The experience has been overwhelming and I have never encountered such a community spirit of thoughtfulness. It is an honor and privilege to be an employee of the Town of Plaistow and to represent the Town as the new Finance Director.

I also want to thank my new co-workers for their support, dedication, hard work and knowledge of Town affairs during my transition.

Respectfully submitted,

Robert Blanchette, Finance Director



Town of Plaistow, New Hampshire

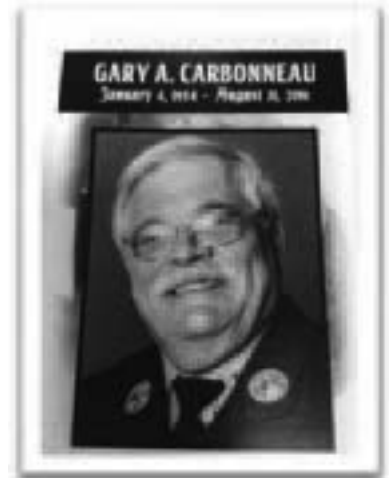
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REPORT OF THE FIRE DEPARTMENT

The members of your Fire Department thank the Town for approving the largest capital investment project in the Town's history. We recognize that this project is coming at a significant cost and are committed to ensuring we continue to provide the high level of service that justifies your investment in public safety. I believe that the renovation to the existing structure will provide for an efficient and safe base of operations for the fire department for the next 25-30 years.

Your Fire Department is still primarily made up of members of our community. For some, the department has been a second family for most of their lives, volunteering service of 30 years is not uncommon. There are members who, by the nature of their long tenure of service are recognized as the face of the organization. This year, we lost one of our longest serving active members. Gary Carbonneau began his service to the Town in 1975. He passed away in August and has left a void in our ranks that won't be soon filled. Our thanks to the numerous individuals and civic organizations who supported, in any way, Gary's family and the fire department.



We also would like to acknowledge the retirement of another of our veteran firefighters. Dick Colcord began his career with the PFD in 1973 and served in every position up to and including Deputy Fire Chief. He was instrumental in the creation of our first Explorer's Post which prepared many young men and women for a future in the fire or emergency medical services. If you know Dick, please take a moment to thank him for his 43 years of dedicated service to the town. Few realize how many lives he has impacted over his four decades of service, more importantly is how those of whom he taught the skills of fire and EMS will continue to aid those in need. Although he may no longer be answering the alarms, we are hopeful that Dick will be a frequent visitor to the fire station.

This past year we again surpassed the previous year's total number of alarms. We averaged over three calls per day for a total of 1,134 emergency calls for service. Due to the dedication and commitment of our predominantly volunteer membership, each call was answered without issue or delay. As the number of calls for service increases, so does the demand on our members' time. I can't thank each member enough for the hours spent not only answering alarms but equally important is the time spent training and maintaining our equipment. The hours given in actual responses are only a part of the commitment it takes to proudly wear the patch of the Plaistow Fire Department. The numerous hours in training, fire prevention, public education, inspections, preplanning all take increasingly more time out of their personal lives. The challenge to balance the needs of their families against the needs of the community at large becomes more difficult each year, but the members of your fire department strive to meet all of those demands.

All of these efforts culminate in various dividends to the community. Aside from the obvious exceptional service provided by our members, your Fire Department is reviewed periodically by the Insurance Services Organization (ISO). This organization establishes the basis for underwrit-



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE FIRE DEPARTMENT (Continued)

ing property insurance for communities. In February we received our most recent rating. We maintained our previous ranking of ISO Public Protection Class of 4. This puts us within the top 20% of departments that are ranked by ISO (48,754). This ranking takes into account not only our responses, but our equipment, training and maintenance. In turn, a lower PPC will result in more favorable insurance rates for the consumer.



This year we are asking for your support to replace our 1993 tanker. We have had our truck committee working on the design and specification to replace our only tank truck at a reasonable cost. Our Capital Improvement Plan identified this truck for replacement last year, but we delayed that to focus on the Safety Complex Project. Our apparatus have a typical 30 year service life, 25 as a front line piece and five in reserve. We are in that transition period for this truck, please help us to continue to meet our mission to serve your needs.

Membership in the department is a commitment to the community. If you feel you would like the opportunity to serve your community, and your neighbor, while learning valuable skills, consider joining our ranks. We will provide you with the training and equipment to do the job safely. It is not easy and it takes time. However, the rewards can't be measured in a paycheck. Knowing you were part of a team that made a significant difference in a person's life or situation is a feeling few people experience. It is a privilege to work with this very dedicated group of citizens whose primary mission is to simply help their neighbor in time of need.

Finally, thank you for your continued support of your Fire Department. Without this support, we cannot do the job you expect of us. From the financial needs of operating the department to the compassion and respect you demonstrate to us when we are responding to calls, your interaction helps us to keep in focus as to why we exist as a vital part of our community. To find out more about our ongoing activities, check our page on Facebook: "Plaistow Fire Department."

Summary of Fire Department Responses - 2016

Type	#		Type	#
Auto Fires	4		Odor Investigations	13
Carbon Monoxide/Heating Syst.	31		Other (non-specific)	30
Chimney Fires	1		Public Assists	31
Cooking/Stove Fires	2		Rescue	690
Electrical Service/Wires Down	13		Smoke Investigations	30
Fire Alarm Activations	131		Structure Fires	1
Hazardous Materials Incidents	9		Trash/Outside Fires	5
Motor Vehicle Accidents	83		Woods/Grass/Brush Fires	25
Mutual Aid (Provided)	35		Total Alarms	1134

Respectfully Submitted, *John H. McArdle, Fire Chief*



Town of Plaistow, New Hampshire

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FIRE / RESCUE VEHICLE & APPARATUS REPLACEMENT PLAN

Fire/Rescue Vehicle Apparatus Replacement Plan						
Vehicle	Year Make & Model	Serviceable Years	Estimated Replacement Cost per Vehicle	Number of Units per 25-Year Interval	25 Year Estimated Total Cost	Proposed Replacement Year
Command Car 1	2015 Chevy	10	\$50,000	2.5	\$125,000	2025
Utility/Fire Prevention Car	2004 Ford	15	\$0	1.67	\$0	2049
Engine-1	2003 KME	25	\$405,000	1	\$405,000	2028
Tower - 3	1991 Pierce	25	\$350,000	1	\$350,000	2021
Tanker - 5	1993 Pierce	25	\$400,000	1	\$400,000	2017
Engine 8	2012 HME	25	\$405,000	1	\$405,000	2037
Forestry - 4	1994 GMC	20	\$50,000	1	\$50,000	2019
Rescue -2	2006 Chevrolet	10	\$150,000	2.5	\$375,000	2019
					25-Year Total	\$1,705,000
					Cost per year	\$68,200

Explanation:

For a number of years, the Town of Plaistow has maintained a successful Fire Apparatus Vehicle Replacement Plan. The goal of this plan is to appropriately schedule the replacement of emergency vehicles so as to level the tax impact each year. The Capital Improvement Program Committee, in coordination with the Fire Chief, calculates the total cost to replace vehicles within a 25 year planning horizon. The total cost of vehicle replacement is then divided by 25 to generate an annual cost. Through annual Warrant Articles, that amount is requested to be placed into the existing Fire Department Capital Reserve Fund dedicated to the replacement of Fire Department apparatus. As a need for equipment replacement approaches, a Warrant Article must then be submitted for the purpose of removing an appropriate amount of resources from the Capital Reserve Fund. This method promotes the leveling of tax burden on Plaistow taxpayers and eliminates the need to issue a bond or note to borrow the necessary funds.



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REPORT OF THE SOUTHEAST NEW HAMPSHIRE HAZARDOUS MATERIAL MUTUAL AID DISTRICT

Bruce Breton
Selectman, Windham
Chairman, Board of Directors



Chief Thomas McPherson, Jr.
Windham Fire Department
Chairman, Operations Committee

About the District:

The Southeastern New Hampshire Hazardous Materials Mutual Aid District's membership is comprised of 14 communities, covering approximately 350 square miles with a population of over 175,000 people. The District was formed in 1993 to develop a regional approach for dealing with the increasing amounts of hazardous materials being used and transported within these communities. This District is recognized by the State of New Hampshire as the Regional Emergency Planning Committee (REPC) for the member communities. The REPC, consisting of representatives from local government, industry, and the general public, works with industry to insure their compliance with federal regulations for the reporting of chemicals used within and traveling through the District.

The District draws its funding from an annual assessment from each community as well as from grants and donations. The FY2017 operating budget for the District was \$124,794.00. Additionally, in 2016 the District applied for and received federal grants for equipment, training, and operational expenses totaling \$126,520.00. The Fire Chiefs from each of the member communities' make-up the Operations Committee of the District. The Operations Committee is overseen by a Board of Directors consisting of elected representatives from each community. It is the Board of Directors who approves the budget and any changes to the bylaws of the District. The Executive Board of the Operations Committee, which consists of the Chairman, Vice-Chairman, Treasurer, Technician Team Liaison, and one Member at Large, manages the operations of the District within the approved budget. The District employs a part-time REPC Director to manage the administrative functions of the District, including grants management, financial management, and emergency planning.



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REPORT OF THE SOUTHEAST NEW HAMPSHIRE HAZARDOUS MATERIAL MUTUAL AID DISTRICT (Continued)

District Facility

The District maintains a facility in Windham that provides space to house two response trucks, technician trailer, and operations trailer, as well as provide office and meeting space for the REPC Director. In addition, the District is able to utilize the facility for monthly training for the Emergency Response Team.

The Emergency Response Team:

The District operates a Technical Emergency Response Team. This Response Team is overseen by one of the member community's Chief Fire Officer who serves in the Technical Team Liaison position. The Team maintains a three level readiness response posture to permit it to immediately deploy an appropriate response to a District community's request for help involving an unplanned release of potentially dangerous chemicals within their jurisdiction. While the Team primarily prepares for response to unplanned accidental chemical releases it is also equipped and trained to deal with a variety of Weapons of Mass Destruction (WMD) scenarios. The team maintains a host of specialized response equipment to deal with chemical and environmental emergencies.

The Emergency Response Team is made up of 31 members drawn from the ranks of the fire departments within the District. The Team consists of 6 Technician Team Leaders, 17 Hazardous Materials Technicians, 3 Communication Specialists, 1 Information Technology Specialist and 2 Support Specialists. In addition to these personnel, the team also includes an industrial chemist from a local industry and a local police officer.

The Team maintains a fleet of vehicles and specialized equipment with a value of approximately \$1,000,000. The vehicles consist of a Mobile Command Support Unit, two Response Trucks, three Spill Trailers, a Technician Trailer, an Operations/Spill Trailer and a Firefighting Foam Trailer.

This mobile apparatus carries the team's equipment which includes chemical detection and identification instruments, containment supplies, plugging, patching and intervention supplies, communication equipment, computer based and other chemical reference guides as well as chemical protective equipment. The Command Support Unit and one Response Truck along with the Technician Trailer are housed in our Windham facility, while spill trailers are located in Derry, Hooksett and Plaistow, allowing for rapid deployment. The other Response Truck and Operations Trailer are housed at Auburn Fire and the Foam Trailer is housed by Salem Fire. Activation of the team is made by the request of the local Incident Commander through the Derry Fire Department Dispatch Center.



Town of Plaistow, New Hampshire

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REPORT OF THE SOUTHEAST NEW HAMPSHIRE HAZARDOUS MATERIAL MUTUAL AID DISTRICT (Continued)

Response Team Training

In 2016 the Emergency Response Team completed 1049 hours of training consisting of monthly training drills and specialized classes attended by team members. These specialized classes included Computer Aided Management of Emergency Operations (CAMEO), Advanced Radiation Detection, Web EOC, Sample Collection Procedures, and Street Smart Chemistry

Emergency Responses

In 2016 the Team responded to 14 incidents. These included, an overturned gasoline tanker, spill trailer responses for hydrocarbon fuel spills, assisting the local police departments with identifying unknown substances, as well as requests for technical assistance for member departments where a Response Team Leader provided consultation to the fire department on the handling of an incident

For further information about the Southeastern New Hampshire Hazardous Materials District please visit our website at www.senhazmat.org





Town of Plaistow, New Hampshire

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REPORT OF THE HEALTH DEPARTMENT

“Precious Resources: Our Citizens and Our Water”

Public Health Emergency Preparedness and Response

2016 brought some changes to our regional public health preparedness region. The Greater Derry Public Health Region has changed its name to the South Central Public Health Region with Granite United Way (GUW) being the new host agency for the South Central Public Health Network. Parkland Medical Center is the subcontractor for Public Health Emergency Preparedness (PHEP) for the region assuming all responsibilities for public health emergency preparedness from the Town of Derry. GUW also subcontracts with Community Alliance for Teen Safety (CATS) for substance misuse prevention and Center for Life Management (CLM) for continuum of care. The South Central Public Health Region will continue to serve the towns of Atkinson, Chester, Danville, Derry, Hampstead, Londonderry, Plaistow, Salem, Sandown and Windham, and welcomes our new Regional Public Health Emergency Preparedness Coordinator, Colleen Monks.

On August 5–6, 2016 our region participated in a state-wide, full scale exercise to simulate a large-scale infectious disease outbreak that included deployment of the Strategic National Stockpile (SNS). The SNS has medical supplies and medications that are available to states in the event of a disaster. These resources are provided by the Centers for Disease Control and Prevention (CDC) and are located at undisclosed sites throughout the U.S. The exercise was conducted to test communication, logistics, transportation, incident command structure and to evaluate the ability to respond to public health and healthcare emergencies in our region. Our regional partners that participated in the exercise were the Timberlane Regional School District, Parkland Medical Center, the Health Officer from Salem, NH, a volunteer from A Londonderry Emergency Response Team (ALERT), and staff from Plaistow’s Emergency Management Team. I want to extend a special thank you to Garrett Simonsen, who volunteered to be the Evaluator of the exercise, a critical role to determine if we met the objectives of the exercise as well as evaluate each critical task performed.

Public Protection from Foodborne Illness and Disease

Plaistow is one of only 15 towns or cities in New Hampshire that has State authority to license and inspect all food service establishments and retail food stores located in our town. The Health Department is responsible for licensing and inspecting any Plaistow establishments where food is produced, manufactured, stored or sold. This is accomplished through plan reviews of new or remodeled establishments, routine inspections, compliance inspections, safe food handling training, and investigations for sanitation or foodborne illness complaints. Having local authority allows swift response and action to ensure that food is prepared under safe, sanitary and secure conditions.



Town of Plaistow, New Hampshire

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REPORT OF THE HEALTH DEPARTMENT (Continued)

Comprehensive Mosquito Surveillance and Control Plan

Mosquito surveillance and control are essential components of the Town's response plan aimed at preventing mosquito-borne diseases such as West Nile Virus (WNV) and Eastern Equine Encephalitis (EEE). Mosquito surveillance includes targeted mosquito trapping, species identification, and testing of mosquitoes for EEE and WNV. Mosquito control includes source reduction (e.g., draining standing water) of habitats where mosquitoes breed, and chemical control through the appropriate use of larvicides and adulticides (chemicals aimed at killing mosquito larvae and adults). Adulticiding may be performed as "spot spraying," targeting specific high use/activity areas such as recreation locations, school sports fields and the senior center.

In 2016, the extreme drought also had a destructive impact on the mosquito population because there was no habitat in which the mosquito larvae could develop and hatch. Unmaintained water holding containers (kiddie pools, bird baths) became the only source holding enough water for larvae to hatch. The State of New Hampshire reported no human cases of WNV or EEE, one mosquito batch that tested positive for WNV and no mosquito batches testing positive for EEE. There were no positive results in Plaistow.

Precious Resources: Our Citizens and our Water

In 2016, a combination of below average snow falls in the spring, and not enough precipitation to recharge the groundwater, landed the southern half of the State in severe drought. Residents and businesses were encouraged to conserve water. As conditions worsened, NH Department of Environmental Services encouraged municipalities to consider banning outdoor lawn watering, and in September, the Board of Selectmen voted to implement an outdoor water restriction to help protect our valuable water resources, and protect our groundwater wells. The status of this ban will be evaluated in 2017 as the drought situation evolves.

Plaistow also held its first ever Community Water Testing event in November 2016. Over 50 residents took advantage of the financial offset for testing, and now have important information about the water quality of their private well.

Resource for Public Health Concerns and Information

Questions on these and many other topics can be found on our town website, www.plaistow.com or by contacting the Health department at 382-2494.

Respectfully submitted,

Dennise Horrocks
Plaistow Health Officer





Town of Plaistow, New Hampshire

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REPORT OF THE HIGHWAY DEPARTMENT

The Plaistow Highway Department, Dana Rabito (Foreman), Aaron Shea (Laborer), Shawn Feeley (Laborer), Stephen DuPhily (Summertime Laborer), and I are responsible for maintaining Class Five Roads and the maintenance of town properties.

Plaistow has always taken maintaining the roads during winter storm events very serious. Sometimes this can be difficult and often challenging because each one is different from another. 2016 was mild and relatively uneventful compared to some of the previous years. We had a bunch of little storms but also had at least one decent size storm each month. The smaller type storms that don't require plowing are all handled in-house but the town relies heavily on outside contractors to plow our streets. We used approximately 988 tons of salt throughout the year.

Plaistow is one of the few local towns that sweep all their streets in the spring. The Town hired F.B. Hale of Hudson, New Hampshire to sweep all our streets. We removed approximately 35 yards of debris. This amount is usually associated to the type of winter we had.

In July, parts of Plaistow were hit with a micro burst. This was a very serious event. North Avenue, Forrest Street, Harriman Road, Canterbury Forrest, and Newton Road were some of the areas that saw numerous trees and power lines down. It was a very trying time for Plaistow and I'm proud of the all residents for sticking together and lending a hand for those who needed help.

Plaistow is very proud of its Town owned properties. The Highway Department maintains these facilities with a great deal of pride. We are also responsible for maintaining street signs, cutting roadside bush, roadside washouts, directing traffic during work from outside contractors and cold patching pot holes.

Plaistow puts a lot of effort into protecting our ground water. We are continuing to work to comply with the EPA's MS-4 Storm Water permit requirements. A new permit is expected to go into effect soon. In early fall, the Town hired N.E. Storm Water Management, LLC of Westford, MA to clean all 511 town maintained catch basins. We also repaired eight catch basins which were falling apart.

Plaistow's roadway infrastructure is very important. We have established a Road Surface Management System (RSMS) which puts a plan in place as to which roads get repaired and how they get repaired. In 2016, we surveyed all the Town maintained streets and all the NHDOT maintained streets which updated the plan. The new data proved that the road work that has been done is keeping our roads in really good condition. The roadway system is one of Plaistow's most important assets. In 2016, Auburn Street, Lower Road, Brentwood Street, Upper Road, Middle Road, Barker Street, Dalton Street, Culver Street and Lynwood Street were repaved by Continental Paving from Londonderry, New Hampshire. Our roadway infrastructure is very important in many ways when it comes down to road maintenance. Rough roads are more difficult to navigate, plow, salt and sweep.

Looking forward, I am continuing to look to replace the Highway Department facility. The current one is space limited and is located adjacent to a capped landfill which means the employees are sometimes exposed to the associated gases.



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE HIGHWAY DEPARTMENT (Continued)

The 2001 Caterpillar Front End Loader was replaced in 2016 with another Caterpillar. It is one of our most important pieces of equipment especially when it comes to wintertime maintenance. Thank you to the residents for their support with this.

In closing, I wish to once again express my sincere thanks to all the residents, the hired contractors, the Board of Selectmen, Town Manager, and most of all, to my staff and their families for all their continued support.

Respectfully submitted,

Daniel Garlington, Highway Supervisor





Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



HIGHWAY EQUIPMENT REPLACEMENT PLAN

Highway Equipment Replacement Plan						
Vehicle	Year Make & Model	Serviceable Years	Estimated Replacement Cost per Vehicle	Number of Units per 25 Year Interval	25 Year Estimated Total Cost	Proposed Replacement Year
6 Wheel Dump Truck	2000 International	9	\$160,000	2.22	\$355,556	2018
6 Wheel Dump Truck	2015 International	7	\$160,000	2.86	\$457,143	2022
Dump Truck	2012 F-550	7	\$110,000	2.86	\$314,286	2019
Pick Up Truck	2013 F-350	7	\$50,000	2.86	\$142,857	2020
Front End Loader	2016 Caterpillar	20	\$160,000	1.00	\$160,000	2016
Roadside Brush Cutter	2010 Ford Nevholland	15	\$110,000	0.0	\$146,667	2025
Backhoe	1987 Ford	20	\$160,000	0.0	\$0.00	No plans to replace
Wood Chipper	2014 100 HP	20	\$40,000	1.00	\$40,000	No plans to replace
Landscaping Trailer	Purchased in 2011	10	\$10,000	2.00	\$20,000	2021
					20 Year Total	\$1,489,842
					Cost Per Year	\$73,754

Explanation:

For many years, the Town of Plaistow has had a very successful Highway Equipment Replacement Plan. As with all municipal equipment replacement planning programs, the goal is to schedule vehicle replacements in a manner which minimizes the tax impact each year. The Capital Improvement Program (CIP) Committee, with assistance from the Highway Supervisor, calculates the total cost to replace vehicles over a 20-year planning horizon. That total cost is then divided by 20 to generate an annual cost. Through annual Warrant Articles, that amount is then requested to be placed into the Highway Department Capital Reserve Fund which is dedicated to replacing Highway Department vehicles and equipment. As the need for a replacement approaches, a Warrant Article must then be submitted for the purpose of removing an appropriate amount of resources from the Capital Reserve Fund. This method promotes the leveling of tax burden on Plaistow taxpayers and eliminates the need to issue a bond or note to borrow the necessary funds.



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE HISTORICAL SOCIETY

2016 was another very busy year for the Historical Society!

Thanks to the town, our museum at 127 Main Street was painted, its windows repaired and we had the fence out front repaired. We also finally updated to a new alarm system as the old one was over 25 years old. Many thanks to Paul Lucia, the town's Building Department Manager, for his help in these projects!

We honored our veterans with several projects. First, Bob Hobbs continued the work of recording all Plaistow veterans. We also recognized four of our remaining WWII veterans; Bill Hallahan, Tom Cullen, Roy Jeffrey and Paul Holmes. We were saddened to lose Bill this year. We also researched our citizens that we lost in WW I: Samuel Hill Clifton and Carl Gile Davis. We found information and pictures of them and local artist Craig Fram generously made the drawings of them shown here for posterity. A new road in town, off Route 125, was named Clifton Way for Corporal Clifton.



Pvt. Carl Davis



Cpl. Samuel Clifton



New road sign on Rte. 125

Another new access road running parallel with Route 125 from Old Road to Clifton Way was named Brickyard Court in honor of the many brickyards in that Westville area near the Little River in the 1800s and early 1900s.

Our 41st Old Home Day was a huge success, with the best weather and largest crowds ever! We had a record number of visitors that day in the museum and the second annual art show on the second floor of Town Hall. Toddler Trick or Treat was also a success with close to 100 families visiting us. If parents are interested, we have pictures of all the toddlers at no charge!

Jim Peck organized a wonderful visit of fifth graders from the Pollard School. They had a tour of the museum and they also participated in a contest to match up pictures of buildings and sites from many years ago, with contemporary photos of the same locations in town. Jim later provided a walking tour of downtown Plaistow for the fifth graders.





Town of Plaistow, New Hampshire

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REPORT OF THE HISTORICAL SOCIETY (Continued)

We again awarded our annual J. Alden Palmer Plaistow Historical Society Scholarship, this year to Christopher Bowen, a very deserving Timberlane senior.

During the year, we were very pleased to have Laurie Milette join us and she quickly became very active in many projects. She is now our Secretary and we look forward to her contributions in the future. We worked closely with the Library as they added a new mural by providing old pictures of Plaistow to the artist. That mural is shown in the Library Director's Report in this Town Report.

In November, we added two new display cases to the museum replacing two older ones which we are working to move one to Town Hall for historic displays there. We already provide old paintings and drawings for display on the stairway walls in town hall. We also work with the Library to display items there on a rotational basis.

Our old wooden ballot box was used by Pollard School for their Mock Presidential Election on November 5th. Jim Peck spoke at two school assemblies, explaining the history of the old box that dates to 1892 and the importance of voting in our democracy.

We participated with the town in a project to preserve the historic integrity of the intersection of Main and Elm streets, in conjunction with an upgrade to the Safe Routes to School program. Jim Peck provided a letter and documentation to the town which supported the historic preservation of that area and saved the town on that project's costs.



Nina Colcord,
Our Oldest Citizen

We presented the town's Boston Post Cane to Mina Colcord on October 26th. Mina was 99 years old at the time and her 100th birthday was February 2nd. She has lived in town 72 years. The Boston Post Cane, given to the town's oldest citizen, has been awarded since 1909. Sadly, our previous recipient, Dena Carbone, passed away at the age of 103 on May 30th.

We are deeply indebted to Jim Peck for his tireless work on our Facebook page. We are up to over 1,430 "likes", thanks to his daily posting of the Isaac Merrill Diary. He has also brought us innumerable precious old photos from Plaistow's past.

Jim, Bob Hobbs and Laurie are currently working on digitizing all the old Town Reports. 170 years from 1846 through 2016 will soon be made available to the townspeople and researchers.

Our members now total 55, but few are active. We could use your help! Please join us in preserving the town's past. Our meetings are held on the third Tuesday of the month at the museum, at 1:00 pm, except for January & February. The museum is open Thursdays, generally between 10 am and noon. Please come visit us, or contact us at info@plaistowhistorical.org Also, please "like" our Facebook page, so that you can view all the old pictures and documents we post daily:

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



Town of Plaistow, New Hampshire

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REPORT OF THE HUMAN SERVICES DEPARTMENT

The basic responsibilities of the Human Services Department are outlined in RSA 165:1 and states that “Whenever a person in any town is poor and unable to support himself, he shall be relieved and maintained by the overseers of public welfare of such town, whether or not he has a residence there”. Unlike State and Federal Assistance that have limited responsibilities and more time to process applications, the Town has greater short term responsibilities. Residents that apply to the Town for assistance often have an immediate need of shelter, heat, power or food that day.

Assistance Standards:

RSA 165 provides a set of minimum standards that must be met to assist a resident. The local Human Services Department is often the only agency that will help residents out of an emergency situation. The Town of Plaistow focuses on assisting residents in stabilizing their lives. Through case management, the Town is able to aid residents in restoring themselves to an independent status, often renewing their outlook on life and rejuvenating their desire to begin the rebuilding process. Many referrals to other agencies that can assist in that process are provided.

Assistance Guidelines:

The duties that are outlined in RSA 165 are considerable but are not boundless. A person applying for assistance must meet a set of guidelines for assistance. The Board of Selectmen approves the guidelines each year. Clear guidelines can avoid misunderstanding in decisions rendered. The guidelines exist to prevent arbitrary decisions, yet remain flexible so that special needs, such as medical or unforeseen situations, are considered. The Board of Selectmen also approves allowable levels each year. Allowable levels are reviewed yearly to insure that the needs of the applicant are met and the numbers used are not artificially low.

Assistance Determination:

The basic formula that Human Services Coordinators use is: *basic need minus income/available assets = the amount of assistance that may be granted*. The need formula is applied to a household as a whole. When a household is approved for assistance, a voucher is used to pay for rent, heat, electric or food. Cash is never given from the Town to an applicant. Local assistance involves looking at the whole picture. It is designed to assist a household through a difficult circumstance and return the household to self sufficiency. It is the Human Services Coordinator who leads the applicants on a path to personal and financial renewal.

Assistance Repayment:

Many people are not aware that the assistance the Town provides to residents is not an outright grant. Under RSA 165:20-b, a resident is expected to repay the assistance they received when they return to an income status that allows this to be possible without creating a financial hardship. If the resident owns property in Town, a lien is placed on the property until the funds are returned to the Town.

Assistance Statistics:

During 2016, we have assisted many clients and have succeeded in helping them achieve stability and independence. Many challenges for the Human Services Department assisting



Town of Plaistow, New Hampshire

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REPORT OF THE HUMAN SERVICES DEPARTMENT (Continued)

residents still exist. Requests for financial and general assistance continue to be steady, with support provided for rent, heat, electric, food and other basic maintenance needs. In 2016, over 125 contacts were made with this office. All are provided with a list of or referred to additional public and private agencies for assistance. Many received local assistance. Requests for financial and other assistance continue, with support provided for rent, heat, electric, food and other basic maintenance needs. In 2016, the Town of Plaistow budgeted \$24,850 and has spent \$18,166 in direct assistance.

Transportation and health care continue to be the most challenging hurdles for residents in need to overcome. Human Service agencies are always researching resources and benefactors to help fill the gap. The Town's Elder Affairs Committee is working toward a resolution for transportation for the community.

The Human Service Department has begun providing ride shares through CART/Easter Seals while building a relationship and effectively working to resolve the need for transportation for Plaistow residents.

Other Human Service Agencies:

In addition to administering the general assistance budget, the Human Services Department oversees annual Town contributions to area non-profit organizations. These organizations are a valuable asset to all residents in Plaistow. Many of these organizations offer free or income-based services. Each agency is asked to submit an application for community support for review in the fall. Through this multi-question application and personal interaction, a determination is made to continue, increase or decrease funding. The 2016 budgeted support to approved agencies a total budget of \$54,082. The services provided by these organizations to Plaistow residents had a value far greater than the annual allotment. Services are available to all residents. For more information, resource list and contact information, please see the Human Services Department page on www.plaistow.com. There you will find a "Where to Call" list and the list of Agencies currently supported by the Town Operating Budget.

Human Service Office:

The office staff continues to work with other agencies, civic groups and benefactors developing additional resources for our residents in need. The Human Service Coordinator attends New Hampshire Local Welfare Administrators Association (NHLWAA) meetings and coordinated access meetings for additional knowledge, training and updating of available programs.

Thank you to all who continue to give, share, sponsor and provide for Plaistow's Citizens.

Respectfully submitted,

Lorice Sadewicz
Human Services Department

Think globally, act locally, believe life's worth is measured by the affect you have on others.



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



HUMAN SERVICES AGENCIES

The Town of Plaistow and its residents continue to benefit from the following Human Service Agencies:

Human Services Agency

Family Mediation and Juvenile Services
Child and Family Services of NH
Rockingham Community Action
Program
Haven
Pregnancy Care Center
Seacoast Child Advocacy
Center for Life Management
Rockingham Nutrition & Meals on
Wheels
Retired Seniors Volunteer Program
Vic Geary Senior Center

Lamprey Health Care
Community Health Services

Services Provided to Plaistow

Youth & Family Resources
Community Based Health Care
Fuel Assistance, WIC, Etc.

24-Hour Crisis/Domestic Violence
Crisis Pregnancy Services
Safe Child Abuse Evaluation
Mental Health Services
Meals to Seniors and Disabled

Age +55 Transportation
Senior Center
Medical & Transportation
Services
Medical/Prescription Services



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF JOINT LOSS COMMITTEE

As mandated by NH revised statutes annotated (RSA) 281-A:64, under Title XXIII, Labor, every employer shall provide employees with safe employment. Safe employment includes but is not limited to furnishing personal protective equipment, safety appliances and safeguards; ensuring that such equipment, appliances and safeguards are used regularly; and adopting work methods and procedures which will protect the life, health and safety of the employees.

All employers with 15 or more employees are required to have a Joint Loss Management Committee and a Written Safety Program filed with the NH Department of Labor Commissioner.

Each employer shall establish and administer a Joint Loss Management Committee composed of equal numbers of employer and employee representatives to be selected by the employees. The Joint Loss Management Committee shall meet regularly to develop and carry out workplace safety programs, alternative work programs that allow and encourage injured employees to return to work, and programs for continuing education of employers and employees on the subject of workplace in the general fund.

The Town of Plaistow has a Joint Loss Committee that is made up of a cross section of employees from various departments who meet routinely to discuss health and safety issues and ensure that the Town is adhering to the standards defined by the NH Department of Labor and the Town's personnel policies. The committee is responsible for providing reports on a bi-annual basis. The committee met several times during 2016 to update the Town's Safety Plan and conduct regular assessments of the safety and well-being of the employees of the Town of Plaistow.

I would like to extend my thanks to the 2016 members of the Joint Loss Management Committee. Their hard work and dedication ensures the Town's compliance with the NH Department of Labor requirements and allows for the regular assessment of the safety conditions of the many offices and employee work stations in Plaistow.



Respectfully submitted,

Sean Fitzgerald
Town Manager



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE LIBRARY

Cab Vinton, Director

Jennifer Dawley, Youth Services Librarian

Raven Gregg, Technical Services Librarian

Brianna Sullivan, Programming & Publicity Coordinator

Alice Major, Logistics & Development Coordinator

Pages – Lindsey Whittaker, Jillian Fitzpatrick & Jake Morrier

Circulation Librarians

Kelli Lennon

Jennifer O'Connor

Maryann Sullivan

Dot Ketchum (substitute)

Residents See Amazing Value Through Library Use

The Library staff is constantly striving to improve our services to residents, focusing on effective and efficient use of taxpayer dollars. A new addition to our website is an online Library Use Value Calculator to provide patrons with an estimate of the total retail value of their library-related activities. Want to know how much money you've saved by using your library? Now there's an easy way to find out – and the number may surprise you.

From January, 2016, to December, 2016 our patrons used over \$1.3 million worth of services and materials! With each household in Plaistow paying \$190 per year in taxes to support the Library, savings average \$290 per year. Or put another way, for every \$1 paid to the Library, taxpayers receive back \$2.55 in benefits. To see the amount of money your family saved by using the Library's services, just enter a few estimated figures into the Library Use Value Calculator on our website.

Precious Resources: Our Friends, Volunteers & Citizens

As always, we remain immensely grateful to the many individuals who donated their money, time and talents to the Library. Perhaps foremost this year was local artist John LeCours. A long-time admirer of our soaring atrium space, John approached us in the summer of 2015 to inquire about the possibility of commissioning a mural. He spent countless hours consulting with Jim Peck of the Plaistow Historical Society and put in hundreds of hours in his studio. On June 17 a one-of-a-kind, 5 x 16 foot mural was unveiled to the public. The mural is a celebration of Plaistow's history, depicting 11 different scenes and landmarks from the town's rich and colorful past. We could not be more grateful to John for his donation. A work of art that will inspire and educate Plaistownians and library visitors alike for generations to come. Thanks are also due to Beaulieu Cabinetry for the gift of a beautiful easel to hold a report with historical background on each of the mural's eleven scenes.



Mural depicting scenes from the history of Plaistow by John LeCours



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE LIBRARY (Continued)

Our Friends group continues to provide loyal service on behalf of the Library. Their first ever plant sale in May was a huge success and in November their annual Vendor Fair raised over \$1,700. This spring the Conservation Commission donated two more trees to join the five donated just the year before. We also appreciate the eighty fifth graders who came to make sure the planting went smoothly! Our summer reading program once again received a tremendous amount of support from local businesses – over \$16,000 in cash and in-kind donations! Finally, thanks to Lucas Unger's Eagle Scout project this fall, the Library now has an attractive outdoor reading circle next to the Children's department, which will be available for programs year-round. Lucas raised over \$2,400 for the project.

Programs and Events

The Library continues to try to expand the quantity, quality and range of programs we offer. Our biggest venture in 2016 was leading *Community Stories: Soldiers Home and Away*, a collaborative reading program involving Plaistow, the Timberlane Regional School District, and libraries from eight other towns. The goal of *Community Stories* was to bring people together through a shared reading experience and community programs in ways that expanded awareness and understanding of topics touching our lives. Thanks to many private donations and the generous sponsorship of New Hampshire Humanities, totaling over \$11,000, we distributed 300 copies of Tim O'Brien's classic Vietnam War novel, The Things They Carried, which served as the inspiration and focal point for the entire project. Our team offered over fifty free programs between September 11 and Veterans Day, all with the purpose of bridging the gap between civilians and the military through an exploration of their respective experiences of war and returning from war.

Our regular adult and children's programming efforts continued at full speed as well, of course. Attendance at children's programs increased 14.5%, thanks to great programs such as Soaring with Christa (McAuliffe), Eyes on Owls, and Stephen Blunt's music. 2016 continued to see an increased focus on STEM-related and inclusive programs, such as sewing machine lessons and Sensory Storytime. Efforts to build stronger ties with local schools, preschools, and the homeschooling community have also started to bear fruit. The Library is now a stop on the bus route for all three Timberlane schools in Plaistow and is making regular off-site visits to the local YMCA and the Little Wonders Learning Center, for example.

On the adult side, several free wellness and fitness classes were added to our lineup. Again, partnerships played a vital role as many of these were co-sponsored by our friends at the Plaistow YMCA, the Timberlane Regional School District, and the town's Recreation Department. Authors remained a popular feature on our calendar, with visits from best-selling novelist David Rosenfelt and local writers Jay Atkinson (Massacre on the Merrimack), Stephen Kurkjian (Master Thieves: The Boston Gangsters Who Pulled Off the World's Greatest Art Heist), and Dan Szczeny (The Nepal Chronicles). Other top programs included Backyard Chickens, the history of Fabergé Eggs, retirement planning seminars, Medicare 101, genealogy and mentalist Preston Heller.

Looking Ahead to 2017

Our biggest initiative for the coming year will be the completion of a strategic plan to guide the Library's priorities over the next three to four years. We will be doing extensive outreach as part of this process to make sure we know what Plaistow wants from its Library. So stay tuned! Otherwise, we have an ambitious mix of goals for the coming year:



Town of Plaistow, New Hampshire

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REPORT OF THE LIBRARY (Continued)

- Expanding our technology-related programming, including tech tutoring, laptop loans, and Lego Robotics;
- Adding more financial and employment-related programming;
- Forming a Teen Advisory Board to increase teen use and possibly re-design the teen area;
- Working with the Town to create a welcome packet for new residents;
- Creating a responsive, mobile-friendly website;
- Building a website to serve as a Plaistow's "go-to" community information center, particularly for local events and activities;
- Digitizing and creating a searchable online repository of all of Plaistow's annual Town Reports as a joint project with the Plaistow Historical Society;
- Securing a grant for a backup emergency generator and working with the Town's emergency management team to enhance the Library's role as a disaster response resource;
- Completing vital upgrades to our wireless, HVAC and fire suppression systems;
- Upgrading tired furniture throughout the building.

And Last but Not Least – Precious Resources, cont'd ...

The most important asset of any library goes home at night – the library staff. ~ Timothy Healy

2016 has been a remarkably stable year for the Library on the personnel front, with no changes among either our core staff or the Trustees. This has allowed our tight-knit team to focus on getting the job done and providing the best possible service to the Plaistow community. I would also like to thank the Board of Trustees for their unwavering support and leadership. They care deeply about improving the Library for the benefit of the town and their constant challenge to find new ways of making the Library the best it can possibly be is one we gladly accept.

I would be greatly remiss if I did not mention that in May the New Hampshire Library Trustee Association named Catherine Willis the recipient of the 2015 Lillian Edelmann Trustee of the Year award. Only a few months before the Town had also honored Cathy by dedicating the 2015 Annual Report to her. Both awards were richly deserved, and as reluctant as she may have been to be nominated, we have been equally proud of her and equally grateful for her tireless, fearless and able efforts on behalf of the Library for so many years.

Once again, the Library thanks the residents of Plaistow for your continued support. We encourage everyone to sign up for a library card, to enjoy the many services your library offers, and to share your suggestions on how we can improve in the coming year.

Respectfully submitted,

Cab Vinton, Director



Town of Plaistow, New Hampshire

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LIBRARY STATISTICS

General Service	2016	2015	% Change
Hours of service per week	54	54	0.0%
New patrons	209	227	-7.9%
Residents borrowing in past year	1,427	1,440	-0.9%
Non-resident borrowers	172	199	-13.6%
Total visits by customers	59,582	49,108	21.3%
Days open	300	303	-1.0%
Meeting room use (large rooms only)	432	n/a	
Community groups using meeting rooms	49	n/a	
Website sessions	29,116	27,979	4.1%
Website users	13,889	11,315	22.7%
Notary services	120	109	10.1%
Library Holdings			
Total materials in collection	48,139	48,675	-1.1%
Materials added to collection	3,654	3,206	14.0%
Materials taken from collection	1,400	1,474	-5.0%
NH OverDrive eBook copies	19,462	18,305	6.3%
NH OverDrive eAudiobook copies	14,889	15,249	-2.4%
Circulation			
Total circulation	53,821	54,877	-1.9%
Book checkouts	38,613	38,834	-0.6%
Magazine checkouts	1,080	692	56.1%
Audiobook checkouts	2,780	3,207	-13.3%
Movie checkouts	18,702	11,644	60.6%
Downloadable eBooks	5,709	4,129	38.3%
Downloadable Audiobooks	2,018	1,883	7.2%
Checkouts at Coop partner libraries	2,382	2,768	-13.9%
Loans to non-Coop libraries	835	836	-0.1%
Loans from non-Coop libraries	443	283	56.5%
Museum pass usage	390	367	6.3%
Programming			
Total adult programs	83	86	-3.5%
Total adult program attendance	1,101	1,389	-20.7%
Children's programs	448	493	-9.1%
Children's program attendance	6,730	5,879	14.5%
Computer Use			
Adult computer use (hrs)	5,798	7,196	-19.4%
Children's computer use (hrs)	627	584	7.4%
Volunteers			
Volunteers	13	32	-59.4%
Volunteer hours	246	434	-43.3%



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT ON MOSQUITO CONTROL

The 2016 mosquito season dried up like a streambed during a drought. The mosquito counts were down as well as the insecticide use for 2016. The drought's impact on the plant and animal kingdom has been devastating in many areas. Everyone commented about fewer mosquitoes but no one wanted to see wells run dry, streams and ponds disappear or trees die.

Disease test results revealed only one batch of West Nile Virus (WNV) mosquitoes from Nashua. No human cases were reported in NH. No evidence of Eastern Equine Encephalitis (EEE) in the state this year. This was no surprise given the severity of the drought. Hot, dry summers favor WNV while wet years favor EEE.

Aside from the drought, ZIKA Virus was another big story dominating the headlines this year. We continue to look for the Asian Tiger Mosquito, *Aedes albopictus*, known to transmit ZIKA in southern states and other countries. This mosquito has been found in Massachusetts and Connecticut. Fortunately, no species of mosquitoes capable of transmitting the ZIKA virus have been found in New Hampshire yet. It's expected to make its way into the state eventually as the climate warms. Until such time, we'll identify the potential larval habitats used by this mosquito and set traps to catch and identify adult mosquitoes.

Adult mosquitoes were monitored at four locations throughout town. Mosquitoes were collected in light traps, identified to species, and select species were sent to the State Lab in Concord where they were tested for diseases. None of the mosquitoes collected in Plaistow tested positive for disease in 2016. Dragon has identified 139 larval mosquito habitats in the Town of Plaistow. Crews checked larval habitats 343 times throughout the season. There were 30 treatments to eliminate mosquito larvae. In addition, 821 catch basin treatments were made to combat disease carrying mosquitoes. Spraying to control adult mosquitoes was not conducted last season.

The proposed 2017 Mosquito Control plan for Plaistow includes trapping mosquitoes for disease testing, sampling wetlands for larval mosquito activity, larviciding where mosquito larvae are found, efficacy monitoring, and emergency spraying when a public health threat exists. The control program begins in April when mosquito larvae are found in stagnant water such as red maple and cedar swamps, ditches, and woodland pools. Trapping adult mosquitoes begins in July. The mosquito control program ends in October when temperatures drop and daylight diminishes.

Residents who do not want their wetlands treated may use our No-Spray Registry online at www.DragonMosquito.com/No-Spray-Registry or write to Dragon Mosquito Control, P.O. Box 46, Stratham, NH 03885. Be sure to include your name, physical address, phone number, description of your house, road frontage and type of wetland. Inquiries may be emailed to help@dragonmosquito.com or call the office at 734-4144. You may call or email our office for assistance regarding mosquitoes, insecticides or questions about EEE or WNV. Check out our web site: www.dragonmosquito.com where you can request a larval survey, sign up for email alerts or follow us on Twitter and Facebook.

Respectfully submitted,

Sarah MacGregor

President

Dragon Mosquito Control

603.734.4144



Town of Plaistow, New Hampshire

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REPORT OF THE OLD HOME DAY COMMITTEE

Plaistow Old Home Day is an event that the town of Plaistow celebrates every year in late June. Traditionally, Old Home Day is full of events and entrainment, along with a parade down Main Street and Fireworks at night.

Old Home Day wouldn't be possible without the volunteers who dedicate their time and talents to bring the residents of Plaistow a great, family Fun, Day! The committee starts planning as early as December, meeting twice a month to make sure that Old Home Day is successful. Anyone is welcome to join the committee at any time!

Bouncy houses, obstacle courses, magicians, music, and entertainers were all in attendance this year. We had our first caricaturist and Dan's Balloons walking around the green with his astonishing balloon creations. The YMCA organized a kid's fun run and also ran our annual Children's Parade. We had Safari Rides all the way from Rhode Island to give kids (and adults) rides on their mechanical zoo animals! We had demonstrations on the green by Ocasio's True Martial Arts and Damsel in Defense. We also held our art exhibit on the second floor of the town hall. The committee also held a raffle in honor of Hampstead Police Officer, Matt Moore.

This year, we were fortunate enough to open Terra farms for more events following the parade. There was a horseshoe tournament, Pie eating contest, sack race, and animals to feed. We are very happy to be able to bring these types of events back to Old Home Day.

Each year, the Old Home Day Committee grows with new members, with some existing members moving on. The committee takes pride in this event each year because they know how much it means to every citizen of Plaistow. The committee is always striving for a successful day and is constantly seeking new members and volunteers. Interested citizens can contact Haley Bush via www.PlaistowOldHomeDay.com, on our Facebook, www.Facebook.com/PlaistowOldHomeDay or by simply searching Plaistow Old Home Day.

We would also like to thank all of our volunteers, friends, committees, entertainers, and town officials that help out the committee every year. Without them, we would not be able to put on such an event as Plaistow Old Home Day.

The 2017 Old Home Day planning is well under way and we look forward to another terrific year! We hope to see you on the Town Green June 17, 2017!

Respectfully submitted,

Haley Bush
Plaistow Old Home Day Chairman

Plaistow Old Home Day Committee 2016

Haley Bush	Christina Cruz
Wendy Bush	Tracy Fuller
Ty Vitale	Jim Peck
Rory LaJoie	Audrey Peck
Bill Lohnes	Steve Ranlett
Tammy Bergeron	John Gifford
Michelle Lampron	





Town of Plaistow, New Hampshire

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REPORT OF THE PLANNING BOARD

As Plaistow has seen first-hand during the summer of 2016, the proper management of the community's most precious resource, our water supply, is one of the most important challenges we face each day. With limited surface water resources in the community beyond the existing wetland systems, and considering the known contamination issues in certain areas of Town, we are fortunate to have another precious resource, our citizens and staff, working to protect and plan for the future of Plaistow's water and other natural resources.

Major Planning Events

Source Water Protection Plan - 2016

Plaistow's public officials and department heads have been actively engaged in the effort to protect and preserve our water resources. In January of 2016, Town Staff and volunteers completed Plaistow's Source Water Protection Plan, which was generated with a grant received from the New Hampshire Department of Environmental Services (NHDES), which is in place to help identify potential sources of contamination from both human and natural sources, and provide specific recommendations to manage these threats in order to maintain safe and reliable drinking water for current and future generations. This successful project is showcased on the NHDES website as a successful project and we are grateful to possess the necessary resources, our volunteers and staff, to create a working document that is now an example for other communities.



Transportation

Plaistow's public officials and department heads are still actively engaged in the effort to better define the Town's historic Village Center, and create a safer, more pedestrian friendly transportation network within this historically significant part of Town.

Plaistow continues to work with the New Hampshire Department of Transportation (NHDOT) to process the needed work associated with the 2013 Safe Routes to School (SRTS) grant award of approximately \$250,000. In addition to the SRTS project, which will fund the design and construction of improved intersections at Main and Elm Streets, make improvements to the sidewalks leading to Pollard School and crosswalks in the vicinity of the Town Hall, the Town's Transportation Capital Reserve Fund, created in March of 2016 by a vote of Plaistow residents, has allowed Town Officials to compete for future state and federal transportation funds, and will help address issues such as flooding on Pollard Road. The SRTS project is currently in the feasibility study phase and will be moving into preliminary design with a construction start scheduled for 2017. In addition to the SRTS project, staff submitted a Transportation Alternatives Program application to the NHDOT in October of 2016 to seek funding assistance for additional pedestrian facilities and roadway improvements on Main Street/121A from the railroad tracks to the Plaistow Public Library. The goal of the Village Center is to have curbed sidewalks on both sides of Main St with 11-foot travel lanes. This will help with traffic calming by slowing down traffic through the center of Town.



Town of Plaistow, New Hampshire

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REPORT OF THE PLANNING BOARD (Continued)

Westville Road Bridge

The Westville Road Little River Bridge replacement project is programmed in the NHDOT Municipally Managed Bridge Aid Program for Fiscal Year 2018. The cost in 2018 dollars assuming 3% annual inflation is approximately \$803,725.

Recreation Impact Fee Update

In 2016, Plaistow contracted with a planning consultant to complete an update of the Town's recreation impact fee study and associated ordinance, which will identify and support the proportionate assessment of impact fees, and categorize the conditions necessary to sustain these fees which are used to expand and maintain the Town's existing recreation facilities.

Hazard Mitigation Plan - 2017

Plaistow staff and volunteers have begun the process of updating the Town's Hazard Mitigation Plan which is in place to help the Town in reducing and mitigating future losses from natural hazard events. The plan was developed originally by the Rockingham Planning Commission and members of the Town Natural Hazard Mitigation Committee and contains tools necessary to identify specific hazards, and aspects of existing and future mitigation efforts. This plan will be completed by the beginning of 2017.

Zoning Updates - 2016

In 2016, the Town voted to amend: 1) Article III, General Provisions §220-8.1 in order to eliminate the size restriction for residential garages provided all other standards of the ordinance are met; 2) Article IX, signs, §220-58.1 in order to allow signage to be erected to designate the name of a subdivision and improve traffic safety; 3) Article V, Establishment of Districts and District Regulations, Table 220-32B. Commercial 1, D Special Exception Criteria for the use "Care and Treatment of Animals" by adding language which prevents facilities that house numbers of animals for longer than periods of time from being located in retail plazas where there could be conflicts with food establishments; 4) Article IX, Signs, §220-61, Prohibited Signs, by adding language which allows Non and Not-for-Profit Organizations to have off-site, temporary signage, to advertise their events without a fee.

Master Plan & Updates

One of the required duties of the Planning Board is to create and maintain a Master Plan for the Town with periodic updates occurring every 10 years. Although most Master Plans have multiple chapters, and Plaistow's Plan is no different, by law only two (2) chapters are required – a Vision statement or chapter and a Land Use chapter. Prior to 2016, the following chapters were updated: Population, Recreation, and Community Facilities.

In 2016, the Planning Board finalized the update of the Master Plan's Housing Chapter, contracted with a consultant to create a Water Resources Chapter for the Master Plan in order to help Plaistow plan for, and implement, known best management practices (BMPs) aimed at properly managing and protecting this resource.

The procedure to update the Master Plan requires the Planning Board to hold a Public Hearing, vote to approve, amend, or deny the update based on materials presented, and input received from the public, Planning Board members, or Town Staff. The following table lists each of the Master Plan chapters and the chapter update status. Please note that the schedule of update is listed as "on-going" in the Proposed Completion Date column as it is the intent of the Planning Board to update these columns as each chapter in the Master Plan is renewed.



Town of Plaistow, New Hampshire

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REPORT OF THE PLANNING BOARD (Continued)

Master Plan Update Status and Proposed Completion Schedule		
Master Plan Chapter	Approval Date	Proposed Completion Date
Letter of Introduction	December, 2011	2017
Update Schedule & History		On-going
Implementation		On-going
History of Plaistow	December, 2011	
Mission Statement	December, 2011	
Goals	December, 2011	
Population	January, 2012	On-going
Community Facilities	May, 2012	
Housing	October, 2016	
Transportation	November, 2015	
Recreation	December, 2012	
Energy		2017
Land Use		2018
Economic Development		2018
Natural Resources		2018
Water Resources	In Progress/2016-2017	

An important adjunct to the Master Plan is the Town's Capital Improvements Program (CIP). The CIP's relation to the Master Plan is extremely important in that it provides a planned funding mechanism for the projects and goals listed in the Town Master Plan. Another important goal for 2017 is to more formally link the CIP with the Master Plan. Incremental steps have been taken to complete this link, which is a task for Board members and staff each year.

Respectfully submitted,

Timothy E. Moore, Planning Board Chair
Gregory M. Jones, Town Planner





Town of Plaistow, New Hampshire

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IMPORTANT NOTICE TO PROPERTY OWNERS

You may read the full text of this statute at RSA674:39-aa Restoration of Involuntarily Merged Lots)

If you own real estate lots that were involuntarily merged by municipal action, you may be able to have those lots restored to their pre-merger status. Your property may qualify if two or more lots were merged for zoning, assessing, or taxation purposes and the merger occurred:

- During your ownership, without your consent; or
- Prior to your ownership, if no previous owner consented to the merger.

To restore your property to pre-merger status, you must:

- Make a request to the local governing body
- No later than December 31, 2017.

Once restored:

Your properties will once again become separate (taxable) lots; however, they must still conform to applicable land use ordinances.

Restoration does not cure non-conformity.





Town of Plaistow, New Hampshire

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REPORT OF THE POLICE DEPARTMENT

It is hard to believe that another year has passed already! I am pleased to report that the Police Department has had a very busy and productive year. The Department welcomed 3 new employees - Officer Tony Simone, Officer Kyle Sandner, and Victim/Witness Advocate Amy Van Auken. Officer Simone comes to us after working with Homeland Security as a Behavior Detection Officer at Logan International Airport in Boston, MA. Officer Sandner was raised in Haverhill, MA and he and his family have recently moved to Plaistow. Both Officers are currently attending the NH Police Academy and will be graduating at the end of April. V/W Advocate Amy Van Auken comes to the Department after working as a Victim Advocate with Americorp through the SHARP (Sexual Harassment Rape and Prevention Program) at the University of New Hampshire. She is settling into her position and we are excited to have her working with the Police Department and the community.

As always, I want to recognize all the employees of Plaistow PD. We have a diverse group consisting of "old timers" and a few new employees. This mix works well within the department and also when providing service to the community.

Despite the number of years each employee has, each and every day, they come to work and give 150%. Over the past year, we have been short staffed in all divisions to include Patrol, Dispatch, Detectives, and Administration. During these times, police officers and dispatchers have to fill in the gaps to ensure that the safety and security of the community is not impacted. Patrol officers and dispatchers are often ordered in to work shifts over and above their normal scheduled hours. This not only impacts the employee but their families as well. In administration, the employees do not work extra hours but they always step up and divide the extra work responsibilities in addition to their normal job responsibilities. In the Investigations Unit, the added case load ends up being shared by the remaining Detectives. During times like these, the men and women of the Department take on these added responsibilities without hesitation or complaint to provide excellent and uninterrupted service to the community. I am so grateful and proud of them for their dedication and service.



This past year we also completed our restructure plan by promoting a second sergeant to the rank of Captain. Sgt. Valquerio Eiro has been serving as our Patrol Captain and in July, Sgt. Brett Morgan was promoted to Administrative Captain. Both have settled in quickly to their new positions and are proving to be instrumental in keeping the Department moving forward in a positive and more efficient manner.

As most residents are aware, our K-9 program has been on hiatus due to the premature death of K-9 partner Kraken. We began a fundraising initiative so we could get the program back on track. We were blown away by the generosity and the love that people have for these extraordinary dogs and the fundraising far exceeded our expectations! Sergeant Alec Porter and his new partner are scheduled to attend the K-9 Academy in April of this year and we are close to choosing who his new partner will be. We will be looking to the community to help us name our newest Officer in the near future.



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE POLICE DEPARTMENT (Continued)

Our Facebook page continues to flourish and our friends and followers have increased dramatically over the past year. I hope the community finds our Facebook and Twitter accounts helpful, informational and sometimes entertaining. I want to thank Communications Supervisor Lucia Cusimano and especially Communications Specialist Joel Albair for their great work in updating and administering our social media accounts.

This past year, the Department has continued working toward implementing more community policing initiatives as well as continuing some of our established ones. With our employee's participation, we were able to give donations to the NH Child Advocacy Center in October and to the Salem Animal Rescue League in Salem, NH with our No Shave November fundraiser. We continued to give out some Dunkin Donuts gift cards during the holidays to some unsuspecting motorists. Once again, we were supported in this initiative by Aminda Daviduk of Dunkin Donuts in Plaistow. Lastly, we will be continuing our college internship program in the fall once our newest Officers have completed field training.

For 2017, I am very excited to announce our first Plaistow Police Citizen's Police Academy. The Academy is scheduled to start on February 28th and will run for twelve weeks. We are excited to have 16 new "Officers" come to join us to learn about your local Police Department, law enforcement in general, and the day to day functions of the job. The Academy will be both educational and fun!

Lastly, Officer Jennifer Haas (School Resource Officer) and Officer Brian Farrell will be attending a training course to become self defense instructors. During 2017, we will be offering classes for the community as well as for students who will be going off to college and will be on their own for the first time. We are looking forward to these different opportunities to work with and partner with our residents, our students, as well as our business community.

For those of you who have driven by the safety complex on Elm Street recently, you will see that the safety complex project is coming along very well. Despite the cold temperatures and sporadic New England weather, the project is running on time at this point and the progress is very exciting to watch week by week. We are still humbled and so thankful for the community's support of this project. Each day we are reminded more and more of how quickly we are running out of space in our current building.

This year has continued to be a challenge for the Department and the community with the ongoing opiate addiction problem. Like all communities in our area and across the country, this problem knows no boundaries and is merciless. We will continue to fight this fight from a law enforcement standpoint and will also continue to work collaboratively with our community and other partners to eliminate this crisis and the heartache it brings. We will never give up.

In conclusion, we are always grateful each year for your support of public safety in Plaistow. We look forward to offering more opportunities to build meaningful partnerships with all of you in the future.

Respectfully submitted,

Kathleen A. Jones, Police Chief



Town of Plaistow, New Hampshire

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REPORT OF THE PUBLIC SAFETY COMPLEX BUILDING COMMITTEE

It is an honor to submit the first Public Safety Complex Building Committee report after a favorable vote by the citizens of Plaistow, NH, for which we are truly grateful. We reorganized the Safety Complex Committee and renamed the committee: The Public Safety Complex Building Committee. As we restructured the committee, the decision was made to add new members with construction experience. As we received numerous responses to volunteer on the committee we were pleased to add Kevin Coyle, Thomas Geary III and Nicholas Morel to the committee. Their knowledge and expertise in the field have made them valuable members of our committee. We also added a representative from the Fire Department, Deputy Fire Chief Michael Kennedy.

In March our construction team which consists of Trident Project Advantage Group, Eckman Construction and Dore and Whittier Architects continued to work on plans for constructing a new police station and renovating the current building for use by the fire department. There were a number of delays beyond our control but work on the project began in the early fall. The groundbreaking took place on Saturday, October 8, 2016 with a celebration on the site of the new Police Station.

Our committee continues to meet twice a month to review progress on the project along with reviewing monthly reports from the construction team. At this point, progress has been steady and we have not encountered any unexpected concerns or delays. The project team continues to keep costs within the estimated projections.

Special thanks to all committee members, the employees of the safety complex, members of the fire department and police department who have had to make many adjustments due to this project. In closing we would like to once again thank the citizens of Plaistow for allowing this project to move forward. We assure you this will be a building that the town will be proud of for many years.

Respectfully submitted,

Dennis Heffernan, Vice Chairman





Town of Plaistow, New Hampshire

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REPORT OF THE RECREATION DEPARTMENT

It is hard to believe that another year is over! However, with all the fun we have in Recreation, we are ready... for another fun-filled year! As we reflect on this year's theme, Water, I cannot help but think of Recreation's most precious resource, Community. Without the support of this community, recreation would not be where it is today. Whole heartedly, the Department and the Commission would like to thank all of you for participating in so many of our programs!

I would like to extend a special thank you to all of the volunteers who make our programs so great, whether lighting pumpkins, pouring hot coffee at the Tree Lighting, or spending countless hours perfecting the baseball/softball season. You all make Plaistow a wonderful community. In addition, shout out to the Lions Club who spends an enormous amount of time volunteering to make our community better! Lastly, to the Recreation Commission and Friends of Plaistow Recreation as your constant support is what allows Recreation to move forward.

This past year we replaced the 20 year-old playscape at Ingalls Terrace with a new one. We are on the road to add a few more accessories to make the playground complete. Friends of Plaistow Recreation partnered in the purchase of two family swings which are now located at our PARC facility. Another Eagle Scout project has come to fruition. CJ Bowen, a Plaistow Eagle Scout, completed two horseshoe pits, also located at our PARC facility. Thank you CJ!

As always, it has been another busy year in Recreation. We continued our successful programs: Easter Egg Hunt, Summer Concert Series, Pumpkin and Tree Lighting and added some new ones. Thanks to the partnership with the Lions Club, 2016 King Lion Jay DeRoche and Jon Gifford of Terra Farms, Plaistow's First Community Garden was born. The Community Garden was part of Recreation's Strategic Plan and to have the ability to share the success with another agency was a blessing. The Community Garden housed on the fields of Terra Farms gave 30 families a plot to grow their own vegetables. Week after week, the community came together to weed their gardens or each others, check in on the growth of their crops, see the pigs and share in each other's bounty. Of course, there were a few bumps in the road; the summer drought for one. However, the determination of our plot owners prevailed and it was a great season for all!

In addition, Plaistow Recreation has partnered with its neighbors! Atkinson, Plaistow and Sandown began with quarterly meetings to keep each other abreast of programming in each of our towns. A few minutes into our first meeting, we thought why can't we work together and bring great programs to our Senior Citizens? Much like heading off to Middle School, many of our seniors spend their days at the Vic Geary Center with seniors from Atkinson and Sandown. In March, this tri-town trio brought our seniors together at Sawyer's Function Hall for an afternoon of Hawaiian fun! A Luau in the middle of March, a beautiful luncheon, complete with ukulele players from the Southern New Hampshire Ukulele Group (SNHUG) and Hula dancers! What a great time! We even had some of our seniors wear their Hawaiian best! We followed our success with an ice cream social with Elvis, an apple pie social, with The Works, and an afternoon of juggling with Bryson Lang. As if that wasn't enough, we thought "hmmm, what can we do for our community?" We partnered again, this time we included the schools and brought the house down at our very own Performing Arts Center with a magical performance by



Town of Plaistow, New Hampshire

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REPORT OF THE RECREATION DEPARTMENT (Continued)

Magician, Bob Riordan, the best in New Hampshire! It was a fantastic community event and a great way to kick off the New Year!

Summer Recreation had a new spin this year, eight weeks and boy were we moving! We welcomed back our Summer Director, Dan Donovan, and both our Assistant Directors, James Costa and Brett Matthews. Our awesome staff included Abby Metcalf, Amrik Dhaliwal, Anthony Justin, Hannah Jameson, Jarod Bourque, Jon Gogas, Matthew Perry, Megan Joyce, Ryan Monahan, Ryan Allen, Riley McGurn, Sam Hovan, Shannon Matthews and Wesley Clapp. The entire camp visited locations including the Museum of Science and Canobie Lake; a couple of new trips like a Hike to Mt. Major and Take Flight, a ropes course in Kittery, ME. Campers participated in a bike rodeo with a twist, which became a “Zombie Ride” complete with zombie like campers!

In closing, I would like to extend a personal invitation of gratitude to every resident who consistently supports Recreation. The Capital Reserve Fund is growing and we are truly beginning to check off items on our Strategic Plan. This year we look forward to a new Dog Park, additional basketball courts and wall ball area. Thank you for all of your support!

Respectfully submitted,

Christina Cruz,
Recreation Director



Town of Plaistow, New Hampshire

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REPORT OF THE ROCKINGHAM COUNTY CONSERVATION DISTRICT

In 2016 the Rockingham County Conservation District made progress on the continuation of projects from previous years. During the past 3 years, the District has focused on the Great Bay Nutrient Management Initiative in partnership with the Strafford County Conservation District to assist farmers in **voluntarily** reducing nutrient inputs to Great Bay. The Districts obtained grant funding to purchase a wood ash/lime spreader, a soil aerator, a no-till drill, and a custom-built Yeoman's Plow for farmers to rent at low cost. Additionally, the New Hampshire Association of Conservation Districts (NHACD) is writing grants to purchase **no-till roller crimper planters** to help farmers in the state implement no-till systems. This piece of equipment will be available in Rockingham County.

As part of the Great Bay Initiative, **water monitoring** continues for permeable reactive barrier (PBR) installations at the two demonstration sites to test a new passive technology to minimize nitrogen moving from septic systems to ground and surface water. This year several new **monitoring wells were installed** for sampling purposes, and **several more sampling events are planned** for 2016 and 2017. Although we are still in the beginning stages of data collection, the initial results look promising! In addition, technical services were provided to farmers to assist in reducing and treating agricultural runoff in both the Merrimack River and coastal watersheds. These included specialty farm equipment rentals, nutrient management planning, and integrated pest management planning.

2016 District Project Highlights:

- **Restoration efforts** on 12+ new acres at **Odiorne Point State Park**.
- Spent 2,000 staff hours **reviewing projects for municipalities** related to **soils, wetlands, and septic systems**.
- **Invasive species mowing** of an additional 5 acres with the partnership of the **Department of Resources and Economic Development (DRED)** and the **Department of Agriculture, Markets and Food (DAMF)** at **Odiorne Point State Park**.
- **Invasive Pest Management Services** including invasive plant control and the development of **Integrated Pest Management Plans** to development effective and low impact ways to manage invasive pests.
- A partnership with the Natural Resources Conservation Service to help complete **wetland restoration projects**.
- **Rental of specialty farm equipment** throughout the Great Bay Watershed.
- **Well installation and water monitoring** at the two demonstration sites for a **new passive technology using woodchips to help remove nitrogen coming from septic systems**.
- Certified **technical service providers for nutrient management plans**.
- Assisted New Castle, Newington, and Rye with **open space land protection** projects.

Through work with conservation easements the district now manages more than 104 different easements protecting over 4,600 acres of land. These efforts have been hugely successful in helping to maintain Rockingham County's rural characteristics.



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE ROCKINGHAM COUNTY CONSERVATION DISTRICT (Continued)

2017 Goals Include!

- Continued **restoration** at **Odiorne Point State Park**
- Complete a **database of farms** in Rockingham County
- Provide **more technical services** to farmers
- Increase the number of **towns benefitting from RCCD soil, wetland, and septic system design reviews**

The Conservation District offers numerous services to both towns and individuals including the following:

Conservation Partnerships

With Municipalities and Organizations

- ❖ Conservation Grant Application Assistance
- ❖ Non-Point Source Pollution Control
- ❖ Watershed Management
- ❖ Natural Resource Evaluation
- ❖ Ecological Restoration
- ❖ Invasive Species Control
- ❖ Sustainable Agriculture Promotion
- ❖ Conservation Easements/Open Space
- ❖ Education & Outreach

Landowner Assistance

Landowner Initiated Conservation

- ❖ Guidance on Best Management Practices
- ❖ Current Use Application Assistance
- ❖ Soil Potential Index Calculation
- ❖ Soil Interpretation
- ❖ Conservation Easements
- ❖ Sustainable Agriculture
- ❖ Assist Small Farms, Improve Soil Quality & Reduce Nutrient Runoff

Specialized Equipment Rental

- ❖ Stoltzfus Woodash/Lime Spreader
- ❖ AerWay Soil Aerator
- ❖ Great Plains No-Till Seeder
- ❖ Yeomans plow

Municipal Review Assistance, Impact Assessment, Monitoring

- ❖ Stormwater Management Plan Review
- ❖ Erosion and Sediment Control Plan Review
- ❖ Wastewater Disposal Test Pit Witnessing
- ❖ Wastewater Disposal System Reviews
- ❖ Natural Resource Impact Evaluation
- ❖ Wetland Impact Permit Reviews
- ❖ Compensatory Wetland Mitigation Compliance
- ❖ Construction Monitoring & Compliance
- ❖ Conservation & Agriculture Zoning Assistance

Respectfully submitted by the Rockingham County Conservation District,

Leonard A. Lord, PhD
District Manager



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE ROCKINGHAM PLANNING COMMISSION



156 Water Street, Exeter, NH 03833
Tel. 603-778-0885 • Fax: 603-778-9183
email@rpc-nh.org • www.rpc-nh.org

The Rockingham Planning Commission (RPC) provides an excellent resource to Plaistow through both its **people** and **water** quality and quantity analyses. The RPC is a voluntary local public regional planning commission established under state law (RSA 36). It exists in an advisory capacity to provide professional planning assistance to local governments and to coordinate local and regional planning in the areas of land use, transportation, natural resource protection, and housing and economic development. The Commission, which is not affiliated with Rockingham County, serves a state-defined planning region that includes 27 municipalities in southern and seacoast Rockingham County with a population of approximately 180,000. Commission membership is voluntary and is maintained through the payment of annual dues from each of the 27 municipalities based on their respective population. The 2016 dues rate for each community is \$0.96 per capita. Based on a population of 7609, Plaistow's dues for 2016 will be \$7304.64.

The number of commissioners from each municipality is also based on population; Plaistow is entitled to two commissioners who serve 4-year terms. Alternates may also be named. Generally, planning boards make recommendations to boards of selectmen who then appoint a person as a commissioner. The RPC is controlled by a Board of Commissioners (appointed from each municipality), who set policy, oversee the budget and decide what work the Commission will undertake. The Commission has a very modest budget of approximately \$1.5 million.

The Commission holds monthly meetings on the 2nd Wednesday of the month. The meetings rotate each month among the member towns. The meeting in Plaistow is often held in April.

The Commission undertakes many land use activities; typical activities include the following:

- ❖ Provides Developments of Regional Impact (DRI) Committee support.
- ❖ Provides Geographic Information System (GIS) support for use in local and regional planning.
- ❖ Updates RPC web site and continues to make commonly requested planning documents available for download. We can be found at: www.rpc-nh.org.
- ❖ The RPC conducted a stream crossing inventory for its member towns. The picture to the right shows a sample of such a crossing (not in Plaistow) where the condition of infrastructure was recorded and a general recommendation made about whether the infrastructure needs improvements.





Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE ROCKINGHAM PLANNING COMMISSION (Continued)

- ❖ Fulfills numerous inquiries and requests for statistical information regarding the region regarding demographic and related information and maintained the RPC's role as State Data Center Affiliate for Census and other data.
- ❖ Provided technical assistance to the NH Office and Energy and Planning in administering the FEMA Flood Insurance Program.

The Commission is involved in the activities that promote regional water quality.

The Commission is involved in economic development planning and provides assistance to the Rockingham Economic Development Council.

The Commission provides educational programs for its members including the following:

- ❖ Organized and sponsored several workshops for Stormwater Management and climate adaptation planning.
- ❖ Provided a training session for new commissioners.
- ❖ Organized and held the Annual Legislative Forum, where RPC legislative priorities were presented and local officials and legislators were invited to discuss current bills before the Legislature.

The Commission undertakes many transportation planning activities; typical activities include the following:

- ❖ Traffic Counting: In cooperation with NHDOT, the RPC maintains a robust traffic counting program in the region. This data is used by NHDOT, communities and RPC to monitor traffic growth and flow, to update and calibrate the regional traffic model and to identify congestion mitigation projects.
- ❖ Safe Routes to School: Staff worked with several member communities in the development of Safe Routes to School (SRTS) initiatives, including Rye, Hampton, Plaistow, Newfields and Portsmouth.
- ❖ 2016-2042 Long Range Transportation Plan: Worked on a state-wide evaluation criteria for projects where only the highest ranking projects advance to the 10-Year Plan and eventual implementation.
- ❖ MPO Technical Advisory Committee and Policy Committee Meetings: Held 4 Policy Committee Member meetings throughout the year and several Technical Advisory Committee meetings throughout the year as necessary (typically every 2 months).
- ❖ Map sets. Shown below are just two (aquifers, and lot coverage) of the twelve maps that the RPC prepares for each town.

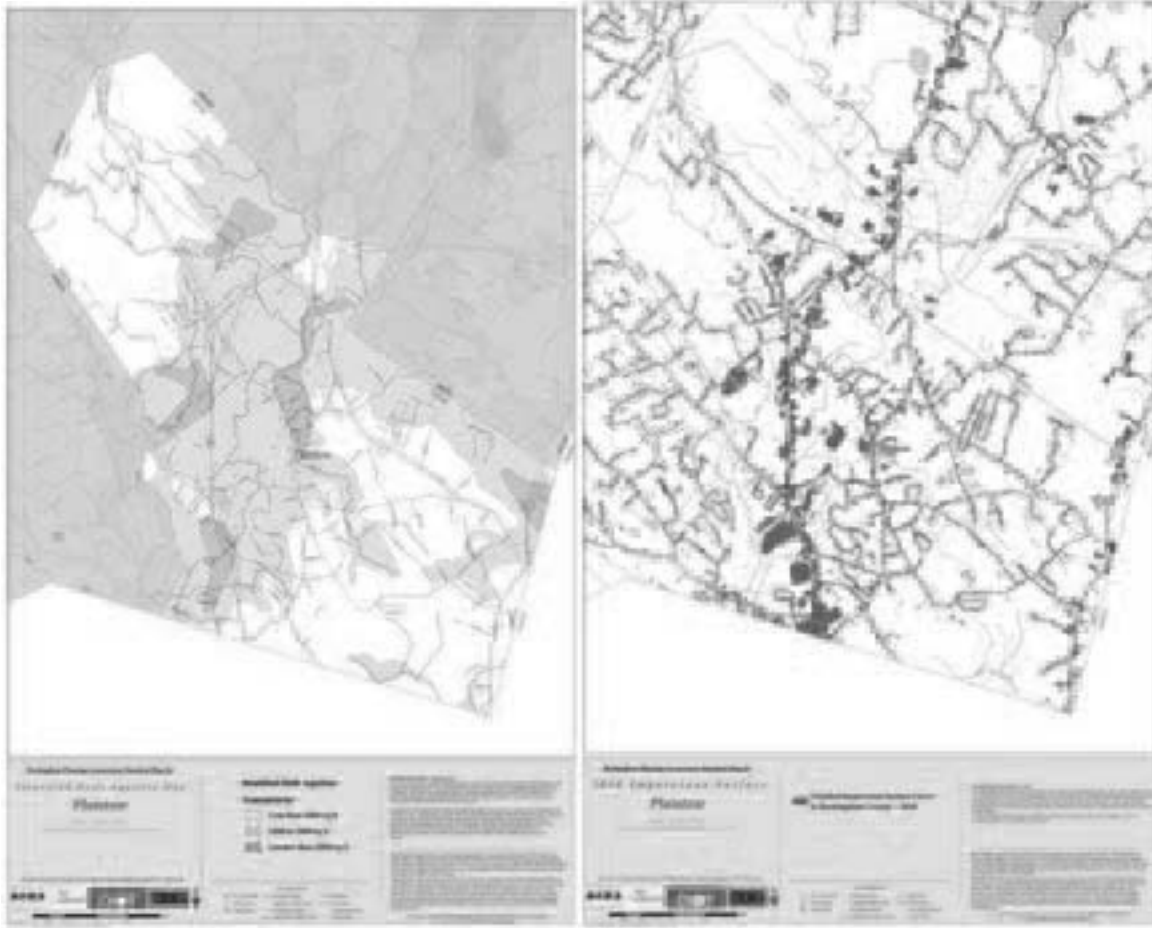


Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE ROCKINGHAM PLANNING COMMISSION (Continued)



Respectfully submitted,

Timothy Moore,
On behalf of the Rockingham Planning Commission



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE SUPERVISORS OF THE VOTER CHECKLISTS

Election records are kept at the Town Hall for reference by anyone who is authorized and in need of that information. Voting checklist is retained for a period of 6 years and can be referenced as proof of voting in any given election if needed. The Supervisors work hand in hand with the Town Clerk's Office in retaining the records and registering new voters.

Residents may change their voting record any time that the Town Clerk's Office is open, at an Election or during any work session of the Supervisors of the Checklist as allowed by NH RSA's. Changing a party before a primary election must be done about 3 months in advance of the election.

REGISTERING TO VOTE: New residents may register to vote during regular office hours at the Town Clerk's office, during any session of the Supervisors of the Checklist or on Election Day at the polls. The Supervisors' sessions are posted on the Cable TV station (Channel 17) and also in the local newspapers. The session is held about 10 days prior to any election. After that date, a person cannot register to vote in the Town Clerk's office until after the election. New Hampshire has a same day registration policy, so a resident can register at the polls on Election Day and still vote. Residents may not register at the Deliberative Session.

To register as a voter a resident must prove that he/she is a resident of Plaistow. To do this we require a mortgage statement or notarized letter from your landlord, plus a current utility bill. ID is also required; this can be in the form of a current NH driver's license, a non driver ID card (both along with a birth certificate), current passport, a NH issued voter ID card, a military ID card or current NH university ID if it has a photo on it. If a person's name has changed and it doesn't reflect the new name on their documents, we will need to see the document that confirms the name change. Anyone that has become a citizen after moving to the USA will need to show his or her naturalization papers as well. Should a resident not have any of the above documentation during an Election Day registration he/she will be allowed to sign an affidavit as proof of residency, citizenship and/or age as needed.

ID is also required on Election Day. If a register voter arrives without ID, they may sign an affidavit and have their photo taken and attached to the affidavit. The Attorney General's Office will send a letter after the election. The voter is asked to return the letter confirming that the voter had indeed voted.

Town and School Elections are held together on the second Tuesday in March each year. These elections have articles on them that directly affect your real estate tax rate.

Check your voter information at: <https://app.sos.nh.gov>

PLEASE TAKE PRIDE IN YOUR TOWN – GET OUT AND VOTE!



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE TAX COLLECTOR

THE TAX OFFICE...is happy to answer any of your questions. Contact the Tax Collector or Deputy by calling 382-8611 or via E-Mail TaxCollector@Plaistow.com

In New Hampshire, the Tax Collector is an elected position. The Tax Collector's Office is responsible for maintaining the detailed accounting of the taxes due, collected, abated and all property sold for non-payment of taxes. RSA41:35

TAX BILLS

Tax Bills are issued semi-annually. RSA76:15a. The Tax year runs from April 1st through March 31st with the bills due in July and December. The first bill is the prior year's valuation times $\frac{1}{2}$ of the previous year's tax rate. If property has physically changed in valuation, the current year's appraisal may be used times $\frac{1}{2}$ the previous year's tax rate. RSA76:15-b. The second bill is calculated, usually in the fall, after the tax rate has been set by the state (DRA). Any changes in the tax rate or assessed valuation will reflect in the second billing and be due 30 days after billing date. The bill shall reflect any payments made on the first billing.

ESCROW

Most banks request an electronic file to process the billing of property taxes. If your bank requests a copy of your tax bill they may contact us or you may provide a copy to them.

MAILING ADDRESS

It is critical for the property owner to maintain the billing address for properties owned. A link is available under the Assessor link at **Plaistow.com**. You can also e-mail or snail-mail the signed request to us.

OFFICE HOURS

MONDAY-TUESDAY-WEDNESDAY 8:30-4:30

Closed for lunch 12-1pm

Tax information is available at Plaistow.com on our newly designed web page
FIND IT FAST/TAX LOOKUP.

Each year can be viewed and downloaded to show owner, map/lot, bill amount due or paid.



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE TAX COLLECTOR (Continued)

The Town of Plaistow Tax Collector is proud to bring you Online Services!

Citizens can access
their account
information



Billing allows the
citizen to see details of
their account history

Office Hours
Mon, Tue, Wed, 8:30am-4:30pm
Closed for lunch 12:00pm-1:00pm

Julie McNamara, Tax Collector
Town of Plaistow
145 Main Street
Plaistow, NH 03865
Phone: (603) 382-8611

www.plaistow.com

Log on today!

Interware Development Co., Inc.
bringing e-business solutions to government...

• **EB2 GOV**
Safe, Simple and Quick

Payment Options

Cash



Check



Debit/Credit Cards Accepted:



A debit card is processed as a credit card only if the card has a MasterCard, Visa, Discover or AMEX logo present. *Please Note:* There are additional fees to cover the cost of the credit card fees—2.95% with a \$ 1.50 minimum. These fees go directly to our third party processor and are not retained by the Town. **Convenience fees cannot be refunded.**



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



TEST YOUR WELL WATER

The US Geological Survey 2014's study found that 80,000 residents in Hillsborough, Rockingham, and Strafford counties alone may have unhealthy levels of one or more toxic metals in their drinking water. These naturally occurring toxins are arsenic and manganese. Drinking untreated water with unhealthy levels of contaminants – most of them naturally occurring – puts people at increased risk of disease and other problems. Arsenic, for example, even at levels that are common in New Hampshire well water, can cause cancer of the skin, lung, bladder, liver, and kidneys as well as diseases of the nerves, lungs, heart, and endocrine (hormonal) system, and may be associated with lower IQ scores. Infants and young children are more vulnerable, and the chances of disease increase the longer someone drinks the water. New research has shown that children exposed to high levels of manganese, another contaminant common in New Hampshire well water, may be at risk of cognitive problems.¹

There are no state requirements to have your well tested though the NH Department of Environmental Services recommends all homeowners with private wells test them annually for bacteria and nitrates and every 3-5 years for:

Standard Analysis

Arsenic	Lead
Bacteria	Manganese
Chloride	Nitrate/Nitrite
Copper	pH
Fluoride	Sodium
Hardness	Iron
Iron	

Radiological Analysis

Analytical Gross Alpha
Radon
Uranium*

* Please note: Uranium is part of both the standard and radiological analysis for the State of NH Lab.

WHEN TO TEST YOUR WELL

NHDES recommends that prospective homebuyers test the water in a home with a private well before you purchase.

Water quality in wells is generally stable, and if a change is going to occur, it occurs slowly. Thus the time between water quality tests, once you've purchased the home, can generally be several years if a well is properly constructed and located in a safe area. Bacteria and nitrate are exceptions; you should test for them every year.

The following conditions would call for more frequent testing:

- Heavily developed areas with land uses that handle hazardous chemicals.
- Recent well construction activities or repairs. NHDES recommends testing for bacteria after any well repair or pump or plumbing modification, but only after substantial flushing of the pipes.
- Elevated contaminant concentrations found in earlier testing.
- Noticeable variations in quality such as a change in taste, smell, or appearance after a heavy rain or an unexplained change in a previously trouble-free well, such as a strange taste or cloudy appearance.

When taking any sample, NHDES recommends that it be taken after a heavy rainstorm. These events tend to highlight conditions of improper well construction or poor soil filtration.



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



TEST YOUR WELL WATER (Continued)

WHAT THE TESTS TELL YOU

The results will reveal the levels of any of the tested substances found in the water sample. The presence of any contaminants does not necessarily mean there is a problem with your water. If the levels exceed state or federal health standards you should take steps to correct the situation. There are several methods available from commercial contractors to treat water contaminants. The DES has informational documents on the web concerning all common water quality problems and the solutions.

FOR MORE INFORMATION

Visit the DES website at:

www.des.nh.gov

Go to the A to Z list and choose “Private Well Testing”

New Hampshire Department of Environmental Services
Drinking Water & Groundwater Bureau
29 Hazen Drive
Concord, NH 03302-0095
603-271-2513

¹ Seacoast Online Posted Jun. 16, 2014 **Standard Analysis**





Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE TOWN CLERK

Another very busy year has passed, especially with four elections taking place. We had an excellent turn out for both the Presidential Primary and the State General/Presidential Election. The Town/School Election and the State Primary had a low turnout as usual. Our citizens need to know that the Town/School Election is where they vote on items that will affect their real estate tax rate and also pick the people who will run our town.

We haven't had any big changes within the office. This year, however our credit card processor changed and in doing so, caused a slight increase in the fee to process the cards. The rate went from 2.75% to 2.79%, but that rate to pay taxes on line with a credit card decreased with this new company from 2.95% to 2.79%. Overall it was a good move for the citizens and an even better move for our Treasurer.

This year the Town purchased a letter folding machine and it has been a huge time saver when we do our monthly mail notices for auto registrations. We went from taking about six hours for three people to do them each month, down to about two hours for two people.

The Office now has chip readers for your credit/debit cards so that the citizens can now handle their own cards at the counter.

Respectively submitted,

Maryellen Pelletier
Town Clerk





Town of Plaistow, New Hampshire

2016 ANNUAL REPORT

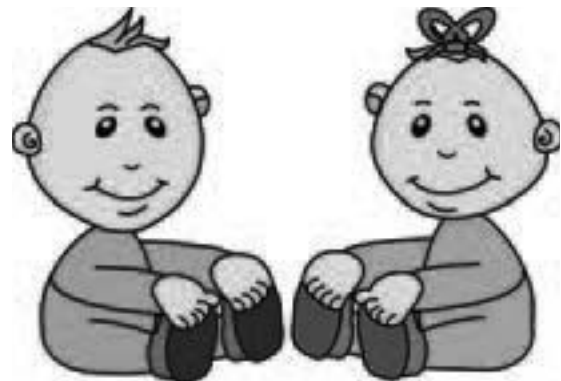


REPORT OF THE TOWN CLERK'S VITAL STATISTICS (BIRTHS)

Please Note: This information represents only births that have occurred in New Hampshire and that have been authorized by the family to appear in the Town Report. Therefore, it is not necessarily a complete list of all births of residents of Plaistow.

Record of Resident Births in Our Community

<u>Child's Name</u>	<u>Father's Name</u>	<u>Mother's Name</u>	<u>Date of Birth</u>
Lilah Mae Poisson	Elijah Poisson	Maranda Blanchette	3/31/2016
Dalia Ann Machado	Jared Machado	Karla Pauta	4/16/2016
Brooklynn Rhia Runge	Daniel Runge	Holly Weymouth	5/7/2016
Griffin Alexander Knox	Christopher Knox	Krista Knox	6/8/2016
Oliver Gregory Borges	Alejandro Borges	Kyara Marini	7/20/2016
Layla Grace Davis	Donald Davis, Jr.	Amanda Hayward	9/7/2016
Samantha Marie Auclair	Eric Auclair	Stephanie Auclair	9/20/2016





Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE TOWN CLERK'S VITAL STATISTICS (MARRIAGES)

This information represents only the marriages recorded as a result of a marriage license being pulled at any Town Hall in New Hampshire, and where the persons have agreed to have this information appear in the Town report. Therefore, it is not necessarily a complete list of all marriages by residents of Plaistow.

Record of Resident Marriages in Our Community

<u>Person A's Name</u>	<u>Person B's Name</u>	<u>Town of Issuance</u>	<u>Date of Marriage</u>
Alexander K. Berube	Courtney B. Mills	Plaistow	01/16/2016
Jeffrey E. Nadeau	Nicole L. Carey	Plaistow	02/13/2016
Paul D. Lavoie	Kathleen A. Null	Plaistow	02/27/2016
Mark A. Brightman	Tammi L. Veno	Plaistow	03/17/2016
Michael J. Gath	Michele Consentino-Renaud	Plaistow	03/24/2016
Thomas C. Mullings	Marybeth Fleming	Plaistow	04/16/2016
Kirk Ineson	Lindsay N. Daske	Plaistow	04/20/2016
Michael J. Duchemin	Kimberly J. Morin	Plaistow	04/21/2016
Sheyla M. Ortiz	Kristy S. Wagland	Plaistow	05/09/2016
Anthony-Joseph M. Aiello	Amanda S. Scanlon	Plaistow	05/10/2016
Ryan M. Taylor	Kayla M. Forrest	Plaistow	05/21/2016
Seth E. Houston	Kirsten L. Skofield	Plaistow	05/28/2016
Daniel M. Gallant	Katherine E. Lantz	Peterborough	05/28/2016
Brian D. Murphy	Lori L. Lindsay	Plaistow	06/25/2016
Robert T. McGrath	Sara M. Murphy	Plaistow	06/25/2016
Joseph D. Parkhurst	Lauren E. Genoa	Plaistow	07/17/2016
Ryan P. McKenna	Felicity J. Milot	Plaistow	07/22/2016
Donald J. Dragon	Carol J. Morin	Plaistow	07/23/2016
Scott M. Maxwell	Kristin E. Quinn	Plaistow	08/13/2016
Benjamin D. Poff	Amanda R. Getchell	Plaistow	08/14/2016
Alexander A. Bisono	Jennifer L. Higgins	Plaistow	08/20/2016
Justin J. Faust	Jessica A. Moseley	Plaistow	09/03/2016
Norman W. Zimmermann	Christine M. Ayres	Plaistow	09/24/2016
Cole R. Priddy	Kaila S. Retalic	Plaistow	09/30/2016
Kevin H. Baker	Lindsey M. Vondrasek	Plaistow	10/14/2016



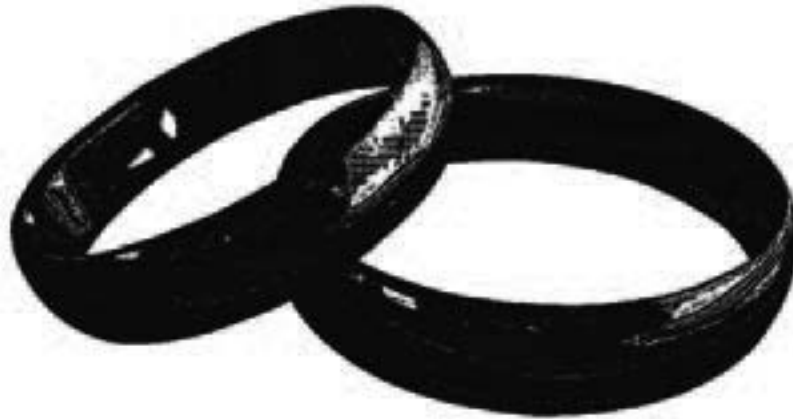
Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE TOWN CLERK'S VITAL STATISTICS (MARRIAGES) (Continued)

<u>Person A's Name</u>	<u>Person B's Name</u>	<u>Town of Issuance</u>	<u>Date of Marriage</u>
Benjamin L. Hutchins	Cassandra J. Trowbridge	Plaistow	10/16/2016
Jason M. Stevenson	Julianne Kamitian	Plaistow	10/22/2016
Mark H. Nadler	Suzanne J. MacKay	Plaistow	11/15/2016
Rachel A. Mandrik	Kyla A. Marcelonis	Newmarket	11/17/2016
Robert S. Field	Carol J. Ciampa	Plaistow	11/26/2016





Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE TOWN CLERK'S VITAL STATISTICS (DEATHS)

Please note: This information represents only the record of events who were reported to be a Plaistow resident at the time of their death who died in New Hampshire and if they or their families have agreed to have this information appear in a Town Report. Therefore, it is not necessarily a complete list of all deaths of Plaistow residents.

Record of Resident Deaths in Our Community

<u>Descendent</u>	<u>Father's Name</u>	<u>Mother's Name Prior to First Marriage/Civil Union</u>	<u>Date of Death</u>
Paul Vennochi	Donato Vennochi	Arlene Musumeci	02/17/16
Robert Downs	John Tanguay	Joanne Padvaiskas	04/25/16
Susan Camire	Vincent Deacy	Lucille Legros	09/15/16
Adrian Gallant	Stanley Gallant	Annette Paradis	12/18/16
Wayne Sousa	Frank Sousa	Janice Pomanacki	12/20/16



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



“HOW TO” INFORMATION FROM THE TOWN CLERK’S OFFICE

To Establish Residency:

You will need to bring in either a notarized letter from your landlord stating that you live at their property, or a copy of your mortgage statement showing both your name and the Plaistow address. Plus, you will need a current utility bill or a piece of mail containing a recent postmark and your name with the Plaistow address.

To Register Your Vehicles if You Are From Out-Of-State, or Moved into Plaistow From Another

NH Town:

If you have just moved to Plaistow from out-of-state, you will need to bring in titles for each vehicle you are registering, or, if you have a bank loan on the vehicle, you will need to bring in your current registration and the name and address of the bank that is holding the title. We will also need to know the date you bought the vehicle and the mileage at the time of the sale. We will then prepare the title application, mail it to the Title Bureau who will contact your lien holder and have your title swapped for a NH title. The NH Department of Motor Vehicles in Concord, NH will then mail you a letter explaining that you should bring their letter to the Town Clerk’s Office, along with your copy of the title application, and we can issue the license plates. You will be charged a state fee and a town tax, which is a personal property tax, plus a one-time plate fee of \$4.00 per plate. If moving from another NH town, just bring your current registration and proof of address into the clerk’s office.

To Register New Vehicles or Used Vehicle:

If you are registering a newly purchased vehicle, you will need to present a certificate of origin, a title, or a title application prepared by a NH dealer for 2000 and newer vehicles. For 1999 and older vehicles, a bill of sale is required along with a previously issued NH registration, or a copy of a previous title, or a TDMV 19A form (available at the Town Clerk’s Office or on line from NH Department of Safety, forms). With all transactions, you will need to show proof of residency and proof of identification. Fees for the town tax are based on the value of the vehicle and state fees are based on weight. There are also fees for the title, plates, special plates, mail notices and e-registration fees.

To Renew Registrations for Existing Vehicles:

If you are renewing your registration, this can be done in person, by mail, with a mail notice or by e-registration at www.plaistow.com (from the home page, click on the "E-Reg" car symbol). To register electronically, there is an additional cost of \$2.50 per vehicle for processing.

To Obtain Vital Record Information:

You may obtain certified copies of Divorce, Birth, Death and Marriage records that occurred anywhere in New Hampshire from 1990 to the present from any NH Town Clerk’s Office. Qualified individuals that demonstrate a “direct and tangible” interest may request the records by showing identification and filling out the required form/s. The cost is \$15.00 each for a first copy and subsequent copies (purchased at the same time) are \$10.00 each. Marriage licenses cost \$50.00 and are available to anyone who is at least 18 years old and wants to be joined (married) in New Hampshire. Identification is required, as well as the certified document ending any prior marriage or civil union (if applicable). Records can be purchased by mail, in person, or by e-registration at www.plaistow.com (from the home page, click on "Vital Record"). To request vital record information electronically, a faxed or emailed copy of a government issued photo identification must be submitted. There is an additional cost of \$2.50 per transaction.



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



“HOW TO” INFORMATION FROM THE TOWN CLERK’S OFFICE (Continued)

To Change Your Drivers License:

You will need to bring one (1) primary, one (1) secondary and one (1) residency document, or two (2) primary and one (1) residency document, to a DMV office.

Description of Documents Required

Primary Documents	Secondary Document	Residency
Birth Certificate	Photo image driver’s License	Valid NH Title
Valid Passport	Non-driver ID	Blue copy of a Title App.
Valid Military ID	State of NH employee ID	Valid NH Registration
Valid Photo Drivers License	Marriage or Civil Union Certificate	Notarized letter from landlord
	Divorce Decree for name change	Mortgage Statement
	Social Security Card	Current utility bill
	Current student Photo ID	Property Tax bill
	Military discharge papers	Government check
		Document Issued by an official in place of residency
		Payroll check or document
		Verification by a parent
<i>Please Note: All Documents Must Be In English</i>		

Please Note: You have 60 days after moving into the State of NH to do your vehicle title and registration, and driver's license.

To Register a Boat:

You may register your boat(s) at the Town Clerk’s office even if you are not a resident of Plaistow. Please bring in your renewal notice or last boat registration for renewals. To do a new boat we need a bill of sale showing both buyer and seller’s name, address and signature plus the information about the boat and the existing NH Bow number if applicable.

To License Your Dog(s):

All dogs three months or older must be licensed annually on or before April 30th. Late fees and fines will be assessed on all unlicensed dogs after June 20th. A valid rabies certificate is needed to license all dogs. Plaistow holds an annual Rabies Clinic in late March or early April at the Fire Station usually in the beginning of April. At this Clinic, you may also license your Plaistow dogs. The cost for a fixed dog over the age of seven months is \$7.50 and \$10.00 if it is not fixed. The cost for a dog under the age of seven months is \$7.50. Residents over 65 can license one dog for a fee of \$2.00. Dog licensing can be done in person, or for renewals, by mail or by e-registration at www.plaistow.com (from the home page, click on "Dog Licensing"). To renew dog licenses electronically, there is an additional cost of \$2.50 per dog in processing fees.



Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE TRUSTEES OF THE TRUST FUND

This year we welcomed a new Trustee, Michele Conte, elected in March 2016. We are very excited to have Michele join us. Michele has been involved with the Town for several years and has proved to be a valuable Trustee. We would like to thank Phyllis Carifio for her many years of service to the Town as a dedicated Trustee.

Another year has passed and the Trustees are happy to report a positive accounting of the funds entrusted in our care. Last year we changed financial investment houses and have been very happy with the results.

On average we see a 1% rate of interest for all the accounts. This is a great improvement over the .04% we were receiving from our previous investment house. The Trustees currently oversee 2 Trust Funds and 17 Capital Reserve Funds with the balances totaling over 1.4 million dollars.

We hold three accounts that pertain to water usage in the town of Plaistow. These accounts are carefully monitored to make sure that the funds are used in the best possible ways to benefit the town usage and preservation of our most valuable resource.

The Trustees take the job very seriously with the task we are assigned with. We carefully watch your money that is invested. We also ensure that every dollar spent is in accordance with the intent and purpose that each Capital Reserve Fund was created. We are governed by the RSA laws of the State and we adhere to them to the best of our abilities.

It is a great honor and privilege to serve the Town of Plaistow and we will continue to do so.

Thank you for your support and the Trust you have placed in us.

Respectfully submitted,

B. Jill Senter Chair,
Trustees of the Trust Fund





Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



VETERAN'S REPORT

The month of May brought about the annual Memorial Day Ceremonies, on May 30, 2016. A short, but solemn ceremony was held at the Holy Angels Cemetery in Westville at 9 AM., followed by a parade and ceremony in Plaistow with State Officials--Rep. Norm Major and Senator Chuck Morse, Plaistow Civic Groups, Town Officials, Pollard School children and Carl G. Davis, Post 34 Legionnaires and the Post Color Guard gathered at the Pollard School. They marched in parade formation to the Elm Street Cemetery for a ceremony honoring Plaistow veterans who died in service to our country. After the ceremony, the parade marched to the town green where a ceremony was held including speeches, essay readings by students. The Post 34 color guard provided military honors for those who paid the ultimate sacrifice in service to the United States. After the Town ceremony, Veterans and Legionnaires gathered at Carl G. Davis, Post 34 to honor our POW/MIAs, held brief ceremony outside at the Flag pole then enjoyed camaraderie and a meal together.

The Commander, Carl G. Davis, Post 34, Dave Meaney, addressed the Board of Selectman three times in 2016 to invite them and the Citizens of Plaistow to attend Memorial Day and Veterans Day ceremonies. The third visit to the Board of Selectman had special meaning for all veterans and to the Town of Plaistow. The Commander proposed naming the new access road being constructed off Route 125 in honor of a Plaistow resident, who was killed in action in France in 1918 during World War I. The Board of Selectmen voted unanimously to honor Samuel Clifton by naming the access road after this American Hero! A dedication ceremony will be held around Memorial Day, 2017. Both World War I casualties are now rightly honored. Post 34's namesake Carl G. Davis was also killed in action in 1918 in France.

Post 34 Legionnaires, Town Officials and civic groups gathered to celebrate Veterans Day, November 11, 2016 to honor all Plaistow veterans for their service to this great nation. It was well attended and we hope that it continues to grow into a major event every year. Ceremonies at Carl G. Davis, Post 34 commenced at 11 AM on the 11th Day of the 11th Month in commemoration of the World War I armistice.

2017 promises to be an exciting year for veterans and the Town of Plaistow.

Respectfully submitted,

David A. Meaney, Sr.
Commander, Carl G. Davis,
Post 34





Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE WOMEN IN LEADERSHIP 2016

The following women were the recipients of this year's award.

Martha Sumner

Kate Sherman-DeRoche

Nancy Jackman

Plaistow is proud to present these awards to women who have proved to be outstanding citizens. They set the example of dedication by the work and volunteering they have done for the Town. It is through volunteering and offering up our skills that we continue to make Plaistow a great place to live.



Early in 2017 we will begin the process of selecting 2017 nominees. There will be nominations forms available on line and at the Town Hall. We ask you to fill out a form for anyone who you feel is eligible. The nominee must live in Town and set an example of good citizenship by being dedicated and showing civic involvement for the betterment of Plaistow. The awards are distributed in early May with a ceremony and luncheon.

Respectfully submitted,

B. Jill Senter

Susan Sherman

Rosemarie Bayek

Brenda Major





Town of Plaistow, New Hampshire

2016 ANNUAL REPORT



REPORT OF THE WATER DEPARTMENT

The Water Department continued to work hard this past year working with the NHDOT as we completed a major expansion along Route 125, from East Road and conclude at Old Road. The overall widening project is estimated to cost over \$12 Million construction and engineering costs and will be paid for by the State. The water line portion, funded by the Town, cost \$345,157 and was completed this past year. This project successfully completed a significant loop in the system that will provide a secondary means of supplying protection to the southern segment of Route 125.

The Water Department also installed a new hydrant at the end of Brickmaker Court; installed a line and hydrant next the new Police Station off Elm Street in 2016; and coordinated work to install a water line to the new development off Chandler Ave.

The Town of Plaistow was represented, in part, by our contracted Civil Engineering Firm, Underwood Engineers of Portsmouth, NH. Shawn Feely, Water Department staff also worked admirably to help provide week-to-week support for the system

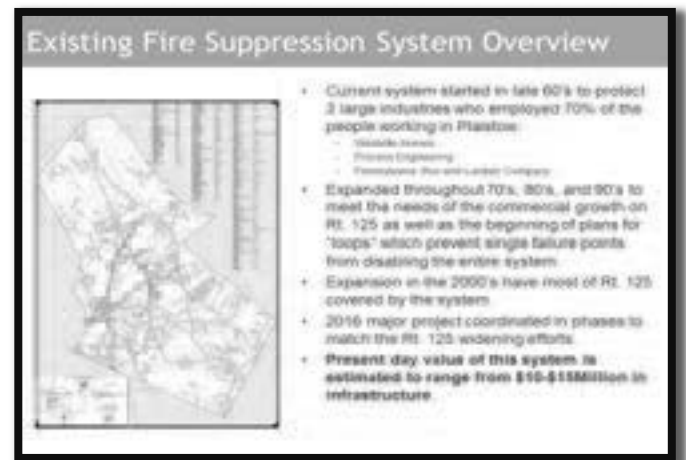
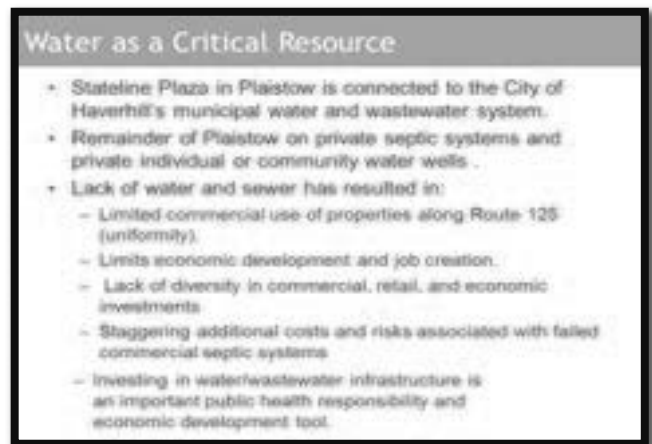
As background, the Town's current water system started in late 1960's to protect 3 large industries who employed 70% of the people working in Plaistow. These companies were:

- Westville Homes
- Process Engineering
- Pennsylvania Box and Lumber Company

The water system was expanded throughout 1970's, 1980's, and 1990's to meet the broader needs of the commercial growth on Rt. 125 as well as the beginning of plans for "loops" which prevent single failure points from disabling the entire system. A few additional points about the system include:

- Expansion in the 2000's have most of Rt. 125 covered by the system.
- Coordinated in phases to match the Rt. 125 widening efforts.
- Present day value of this system is estimated to range from \$15-\$20 Million in infrastructure.

The Town also continued to explore funding for an assessment of the Town's Fire Suppression system to determine if it could support being converted to allow delivery of potable water. This work has stemmed from the Town's 2013 Water Symposium that focused on the challenges and opportunities facing the Town of Plaistow as we explore the issues around water infrastructure.





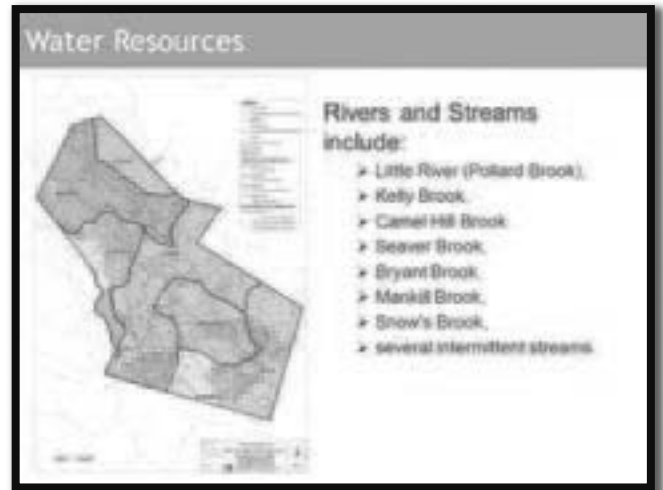
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REPORT OF THE WATER DEPARTMENT (Continued)

While this is not the first study the Town has initiated to study water needs for the community. In 1973, the Town coordinated a major feasibility study to explore the establishment of a municipal water system. This study, supported by the Plaistow Board of Selectmen in the 1970s and largely forgotten is a comprehensive feasibility study to establish a water system for the Town of Plaistow. You can get this study and a lot of information on the Town's water needs and history WWW.Plaistow.com/Pages/PlaistowNH_BOS/Water.



The initial scope of the Gasoline Remediation Ether Elimination (GREE) funding is targeted at impacts from Methyl tert-butyl ether (MTBE) that has impacted Plaistow. MTBE is a gasoline additive which has since been restricted due to the environmental concerns associated with ground water pollution. Normandeau Associates, Inc. (Normandeau) was hired by the Town to help coordinate the study. We continue to received additional funding for additional scopes of work items related to the Potable Water Supply Feasibility Study. The work is based on discussions with NHDES and Plaistow's Board of Selectmen regarding issues related to the operation of the fire suppression system as part of the combined fire suppression/drinking water system.

The Town continued to work closely with the New Hampshire Department of Environmental Services (NHDES) and completed Phase I of the studies. To date, over the last 18 months, the Town has been provided an estimated \$300,000 in funding from NHDES to help support the engineering and hydraulic studies. We are currently working on Phase II of the potable water study to evaluate regional water suppliers that may be able to help provide Plaistow with potable water in the future. This truly is one of the most important and critical studies that the Town could be evaluating in this generation.

In closing, 2017 will be another important year for the Water Department with the completion of this next phase of the study. I want to publically recognize the work of the team of extraordinary individuals who are coordinating this prodigious work started so many years ago by legendary Plaistow Selectman and WWII Veteran Tom Cullen! Tom's leadership in the 1960s and 1970 was instrumental in securing federal funding for the Water Tower and other water system investments!

Respectfully submitted,

Sean Fitzgerald, Town Manager





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REPORT OF THE ZONING BOARD OF ADJUSTMENT

The Zoning Board of Adjustment (ZBA) is a quasi-judicial board that has authority under the NH RSAs (State Laws) to grant certain reliefs when there is a proposal that is in conflict with Plaistow's Zoning Ordinances. Some issues commonly seen are home occupations, building too close to setbacks, and building on substandard lots, among others.

Staff accepts applications and the Board hears those requests on a monthly basis. Last year the Board considered sixteen (16) requests for relief, double the number of requests in 2015. I believe this is indicative of the relatively stable economy leading residents to think about improving their properties instead of selling them, as well as increased commercial investment in Plaistow.

Applicants are usually sent to the ZBA by a town board, committee or department to seek "relief" in the form of a *Variance*, from strict application of our Zoning Ordinances. Other appeals, such as a *Special Exception*, is a specific requirement of an ordinance, such as a home occupation request. The Board also hears *Administrative Appeals* in the case where a decision of another board, committee or department is challenged.

This board is in place to consider providing people, who have unique circumstances (hardships) in their property, potential relief from the "one-size-fits-all" concept of a zoning ordinance. The public hearing process allows any interested party the opportunity to ask questions so that they can fully understand what is proposed and to voice their opinions. The ZBA reviews applications to insure that all the minimum requirements are in place and can be monitored to protect our neighborhoods and resources.

The ZBA's greatest resource is our team of volunteers who sit as members of the Board. These are people, parents, business people, who live in our community. They work together, carefully and thoughtfully considering each application. They grant relief when warranted and allowed under the RSAs, while always keeping in mind the protection of our property values, neighborhoods and the community as a whole.

In 2016 the ZBA bid farewell to long-time Chairman Larry Ordway. Larry served the Board with great distinction for thirty years. Larry was a powerful leader and great mentor to those who serve on the ZBA and other land use boards in Plaistow. The ZBA wishes him well in his retirement. We welcomed John Blinn as an alternate member to the Board. John has been a quick study and is an asset to the Board. I am grateful for the continued service of our long-term members: Tim Fisher, Vice Chair; Jim Allen, Member; Joyce Ingerson, Member; Dan Lloyd, Member; and Martha Sumner, Alternate. Dee Voss continues to ably facilitate the Board as our Administrative Assistant. I want to thank them all for their continued service to the Board and the Community.

Continuity in Board members and staff is very important from an experience perspective; but getting new residents involved is critical to the future of responsible progress. If you're looking to have a real impact without a huge time commitment, the ZBA is always looking for community-minded residents to step up and volunteer to serve as Members or Alternates to the board. Please direct any letters of interest to the ZBA at the Town Hall.

Respectfully submitted,

Peter Bealo, Chair





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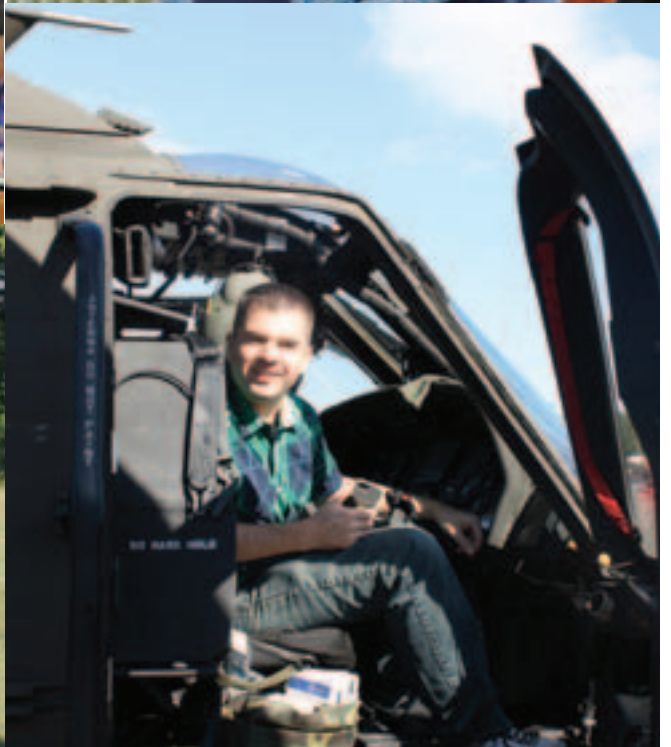
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**TOWN OF PLAISTOW
NEW HAMPSHIRE
2017 TOWN MEETING WARRANT
AND BUDGET
Town Meeting (Senate Bill 2)**



- **Deliberative Session - Saturday, February 4, 2017**
Plaistow Town Hall, 145 Main Street
Great Hall (2nd Floor)
10:00 A.M.
 - **Deliberative Session Snow Date will be held within 72 hours**
as determined by the Moderator
Plaistow Town Hall, 145 Main Street
Great Hall (2nd Floor)
 - **Ballot Voting - Tuesday, March 14, 2017**
Pollard School, 120 Main Street
Polls open from 7:00 A.M. to 8:00 P.M.
-



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2017 Plaistow Town Warrant

Article P-17-01: To elect all necessary Town Officers for ensuing year.

<u>SELECTMAN</u> <u>VOTE FOR NOT</u> <u>THREE YEAR TERM</u> <u>MORE THAN ONE</u>	<u>CONFLICT OF INTEREST</u> <u>VOTE FOR NOT</u> <u>THREE YEAR TERM</u> <u>MORE THAN TWO</u>
Francine Hart Steven Ranlett	David Bird John Moynihan
<u>BUDGET COMMITTEE</u> <u>VOTE FOR NOT</u> <u>THREE YEAR TERM</u> <u>MORE THAN THREE</u>	<u>CONFLICT OF INTEREST</u> <u>VOTE FOR NOT</u> <u>TWO YEAR TERM</u> <u>MORE THAN ONE</u>
Jay DeRoche William D. Gerns Bob Hamilton Lisa Lambert Richard A. Blair Darrell Britton	Ty Vitale
<u>PLANNING BOARD</u> <u>VOTE FOR NOT</u> <u>THREE YEAR TERM</u> <u>MORE THAN TWO</u>	<u>CONFLICT OF INTEREST</u> <u>VOTE FOR NOT</u> <u>ONE YEAR TERM</u> <u>MORE THAN ONE</u>
Lisa Lambert Timothy E. Moore	Benny Santosuosso
<u>LIBRARY TRUSTEE</u> <u>VOTE FOR NOT</u> <u>THREE YEAR TERM</u> <u>MORE THAN ONE</u>	<u>TRUSTEES OF THE TRUST FUND</u> <u>VOTE FOR NOT</u> <u>THREE YEAR TERM</u> <u>MORE THAN ONE</u>
Jennifer Kiarsis	Kara Ann Gilroy
	<u>SUPERVISOR OF THE</u> <u>VOTER CHECKLIST</u> <u>VOTE FOR NOT</u> <u>ONE YEAR TERM</u> <u>MORE THAN ONE</u>
	Nancy Boiduc Ty Vitale
	<u>AUDITOR</u> <u>VOTE FOR NOT</u> <u>ONE YEAR TERM</u> <u>MORE THAN TWO</u>
	Ty Vitale Gary A. Ingham James Peck



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TOWN UNIT COLLECTIVE BARGAINING AGREEMENT

Article P-17-02: Shall the Town vote to raise and appropriate the sum of \$13,921.13 for the current fiscal year and to approve the items included in the proposed 2-year collective bargaining agreement reached between the Town of Plaistow and Teamsters Local 633 Union comprised of Town supervisory employees, including the Code Enforcement Officer, Health Officer, Highway Department Foreman, Highway Laborers, Assistant Town Clerk, Town Crossing Guards and administrative staff. The contract calls for the following increases in salaries and benefits:

Calendar Year	Increase %	Estimated Gross Payroll Cost	Estimated Health Insurance Savings	Estimated Net Contract Cost
2017	4% Wage	\$13,921.13	(\$23,994.07)	(\$10,072.94)
2018*	3% Wage	\$14,477.98	(\$5,737.30)	\$8,740.68

*Estimated 2016 health care cost level funded

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (8-0-0).

OPERATING BUDGET

Article P-17-03: Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant article and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$9,029,751**? Should this article be defeated, the operating budget shall be **\$9,097,802** with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (7-0-0).

HIGHWAY DEPARTMENT EQUIPMENT EXPENDABLE TRUST FUND

Article P-17-04: Shall the Town vote to raise and appropriate the sum of \$87,000 to be added to the existing Highway Department Equipment Expendable Trust Fund?

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (9-0-0). These funds are in the Capital Improvement Program as approved by the Planning Board.)

Available balance of the Highway Department Equipment Expendable Trust Fund is \$111,134.70 as of December 31, 2016.

FIRE DEPARTMENT CAPITAL RESERVE FUND

Article P-17-05: Shall the Town vote to raise and appropriate the sum of \$108,000 to be added to the existing Fire Department Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (9-0-0). These funds are in the Capital Improvement Program as approved by the Planning Board.)



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Available balance of the Fire Department Capital Reserve Fund is \$405,796.83 as of December 31, 2016.

SELF-CONTAINED BREATHING APPARATUS (SCBA) CAPITAL RESERVE FUND

Article P-17-06: Shall the Town vote to raise and appropriate the sum of \$33,400 to be added to the Self-Contained Breathing Apparatus (SCBA) Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (9-0-0). These funds are in the Capital Improvement Program as approved by the Planning Board.)

Available balance of the Self-Contained Breathing Apparatus Capital Reserve Fund is \$67,614.35 as of December 31, 2016.

REPLACEMENT OF FIRE DEPARTMENT VEHICLE

Article P-17-07: Shall the Town vote to raise and appropriate the sum of \$498,613 for the replacement of the Tanker 5 Fire Truck and to withdraw \$484,613 from the Fire Department Capital Reserve Fund and \$14,000 from the Public Safety Impact Revolving Fee Fund? This warrant article shall be null and void if warrant article P-17-05 depositing \$108,000 into the Fire Department capital reserve fund fails.

	Appropriation:	\$498,613
Withdrawal from Fire Department Capital Reserve Fund:		-\$484,613
Withdrawal from the Public Safety Impact Fee Fund:		-\$ 14,000

Amount to be raised from new taxation: \$0

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (9-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

UNMARKED POLICE VEHICLE CAPITAL RESERVE FUND CREATION

Article P-17-08: Shall the Town vote to create an Unmarked Police Vehicle Capital Reserve Fund and further to raise and appropriate the sum of \$16,000 to be added to the Unmarked Police Vehicle Capital Reserve Fund? This reserve fund shall fund all police vehicles and equipment trailers that do not participate in the annual cruiser replacement program funded through the Town Budget and to designate the Board of Selectmen as Agents of the fund. This capital reserve fund is being established pursuant to RSA 35:1.

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (7-2-0). These funds are in the Capital Improvement Program as approved by the Planning Board.)

COMMUNICATION RADIO SYSTEM CAPITAL RESERVE FUND

Article P-17-09: Shall the Town vote to raise and appropriate the sum of \$65,000 to be added to the Communications Radio Dispatching System Capital Reserve Fund?

(Recommended by the Board of Selectman (5-0-0) and the Budget Committee (8-1-0). These funds are in the Capital Improvement Program as approved by the Planning Board.)

Available balance of the Communication Radio System Capital Reserve Fund is \$76,698.56 as of December 31, 2016



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BUILDING/BUILDING SYSTEMS CAPITAL RESERVE FUND

Article P-17-10: Shall the Town vote to raise and appropriate the sum of \$10,000 to deposit into the Building/Building Systems Capital Reserve Fund?

(Recommended by the Board of Selectmen (3-2-0) and the Budget Committee (2-5-0). This fund is in the Capital Improvement Program as approved by the Planning Board.)

Available balance of the Building/Building Systems Capital Reserve Fund is \$19,791.61 as of December 31, 2016.

ACQUISITION OF LAND AND/OR BUILDINGS CAPITAL RESERVE FUND

Article P-17-11: Shall the Town vote to raise and appropriate \$100,000 to be placed into the Acquisition of Land and/or Buildings Fund Capital Reserve Fund with \$100,000 coming from the Unassigned Fund Balance?

Appropriation:	\$100,000
Withdrawal from the Unassigned Fund Balance:	-\$100,000
<hr/>	
No amount to be raised from taxation:	\$0

(Recommended by the Board of Selectmen (3-2-0) and the Budget Committee (3-6-0). This fund is in the Capital Improvement Program as approved by the Planning Board.)

Available balance of the Acquisition of Land and/or Buildings Capital Reserve Fund is \$0.00 as of December 31, 2016.

LIBRARY CAPITAL RESERVE FUND

Article P-17-12: Shall the Town vote to raise and appropriate \$50,000 to be added to the Library Capital Reserve Fund for the purpose of capital improvements, repairs, renovations, and additions to the Library?

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (5-1-1). This expense is in the Capital Improvement Program as approved by the Planning Board.)

Available balance of the Library Capital Reserve Fund is \$50,109.56 as of December 31, 2016

CABLE DEPARTMENT CAPITAL RESERVE FUND

Article P-17-13: Shall the Town vote to raise \$30,000 from the General Unassigned Fund Balance and deposit it into the Cable Department Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (4-5-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

Amount to be raised from new taxation: \$0

Available balance of the Cable Department Capital Reserve Fund is \$29,980.25 as of December 31, 2016.



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CONSERVATION 36-A FUND DEPOSIT

Article P-17-14: Shall the Town vote to raise and appropriate the sum of \$10,000 to deposit into the RSA 36-A Conservation Fund?

(Recommended by the Board of Selectmen (4-1-0) and the Budget Committee (7-1-1). This expense is in the Capital Improvement Program as approved by the Planning Board.)

Available balance of the Conservation Fund is \$105,713.57 as of December 31, 2016.

ENERGY CAPITAL RESERVE FUND CREATION

Article P-17-15: Shall the Town vote to create a Capital Reserve Fund for the purpose of funding energy projects that increase energy efficiency and energy projects that reduce the Town's energy costs and further raise and appropriate the sum of \$25,000 to make an initial deposit into this fund and designate the Board of Selectmen as Agents of the fund? This capital reserve fund is being established pursuant to RSA35:1.

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (9-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

RECREATION PLAN CAPITAL RESERVE FUND DEPOSIT

Article P-17-16: Shall the Town vote to raise and appropriate the sum of \$50,000 to deposit into the Recreation Capital Reserve Fund?

(Recommended by the Board of Selectmen (4-1-0) and Budget Committee (5-1-1). This funding is included in the 2017-2022 Capital Improvement Program as approved by the Planning Board.)

Available balance of the Recreation Plan Capital Reserve Fund is \$135,420.01 as of December 31, 2016.

TRANSPORTATION INFRASTRUCTURE CAPITAL RESERVE FUND

Article P-17-17: Shall the Town vote to raise and appropriate the sum of \$50,000 to be deposited into the Transportation Infrastructure Capital Reserve Fund?

(Recommended by the Board of Selectmen (4-1-0) and the Budget Committee (3-5-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

Available balance of the Transportation Infrastructure Capital Reserve Fund is \$50,109.56 as of December 31, 2016.

TOWN FOREST EXPANSION

Article P-17-18: Shall the Town vote to expand the existing 404.2-acre Plaistow Town Forest by designating an additional parcel, Tax Map 8, Lot 26 (3.0ac) as part of the Town Forest?

(Recommended by the Board of Selectmen (5-0-0).)

HIGHWAY BLOCK GRANT



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Article P-17-19: Shall the Town vote to raise and appropriate up to the sum of One Hundred Fifty-Five Thousand Dollars (\$155,000) for the road improvement programs to be recommended by the Plaistow Highway Department and the Town's Road Surface Management System as approved by the Plaistow Board of Selectmen, and to authorize the Selectmen to accept a Highway Block Grant. Said sum to be supplied by the State of New Hampshire.

Amount to be raised from taxation: \$0

(Recommended by the Board of Selectmen: (5-0-0) and the Budget Committee: (8-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

ALL VETERANS TAX CREDIT 72:28-b

Article P-17-20: Shall the town adopt the "all veterans' property tax credit" under RSA 72:28-b? If adopted, the credit will be available to any resident, or the spouse or surviving spouse of any resident, who (1) served not less than 90 days on active service in the armed forces of the United States and was honorably discharged or was an officer honorably separated from service, and (2) is not eligible for and not receiving the credit for veterans who served in a qualifying war or armed conflict or for veterans with a service-connected disability. If adopted, the credit will be in the amount of \$500.00, which is the same amount as the credit for a veteran who served in a qualifying war or armed conflict. If the credit is adopted, any person desiring to claim the credit will be required to file an application with the selectmen or the assessors by April 15 of the tax year.

(Recommended by the Board of Selectmen (5-0-0))

CITIZEN'S PETITION

Article P-17-21: Do you favor the continuation of the town manager plan as now in force in this town?

(Recommended by the Board of Selectmen (3-2-0).)

Proposed Plaistow Zoning Amendment Z-17-01

Are you in favor of amending the Zoning Ordinance "Article VIII, Accessory Dwelling Units - ADUs, § 220-56 "Purpose", & § 220-57 by amending each section the section to read as follows per recent changes in the NHRsAs (SB-146) pertaining to Accessory Dwelling Units. The language that has been crossed out will be removed and replaced with language displayed in italics.

ARTICLE VIII

In-Law/Accessory Apartments
Accessory Dwelling Units - ADUs

§ 220-56. Purpose.

- A. The purpose of the ~~in-law/~~*accessory dwelling unit* is to provide a housing alternative for ~~a family member(s)~~ while maintaining the health, safety and neighborhood aesthetics and quality.

§ 220-57. General Requirements.



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~~In-law/apartment~~ *Accessory dwelling units* are allowed if they comply with the following:

- A. ~~The in-law/apartment~~ *accessory dwelling unit* shall be designed so that the appearance of the building remains that of a single-family dwelling. Any new entrances shall be located on the side or in the rear of the building. *Where accessory dwelling units are attached to the primary dwelling unit there shall be a connecting door.*
- B. The single-family dwelling shall not be a mobile home ~~or a condominium~~. *Accessory Dwelling Units are permitted in condominium units with written authorization from the condominium association. There shall not be more than one accessory dwelling unit per parcel.*
- C. ~~The size of the in-law/apartment~~ *accessory dwelling unit shall be between 400 and 800 square feet, not be any greater than 1,000 square feet.*
- D. ~~The first occupant of an in-law apartment must be a family member.~~ *At least one of the units, either the primary dwelling or the accessory dwelling unit, must be owner occupied.*
- E. ~~Only one bedroom is~~ *No more than two bedrooms are permitted in the in-law/apartment accessory dwelling unit.*
- F. ~~In no case shall there be more than two people residing within an in-law/apartment accessory dwelling unit.~~ *RESERVED [Amended 3-14-2017 ATM by Art. XX]*
- G. The accessory dwelling unit and lot shall not be converted to a condominium or any other form of legal ownership distinct from the ownership of the existing single-family dwelling.
- H. Prior to granting a building permit for a new ~~in-law/apartment~~ *accessory dwelling unit* or a certificate of occupancy for an existing ~~in-law/apartment~~ *accessory dwelling unit* the property owner shall provide to the Building Inspector the following:
 - a. The applicant for a new ~~in-law/apartment~~ *accessory dwelling unit*, or an existing ~~in-law/apartment~~ *accessory dwelling unit* without a State approved septic design, shall provide the Building Inspector's Office with a State of New Hampshire approved septic design. Any septic design shall specifically call out the number of bedrooms in the primary dwelling ~~in-law/apartment~~ *and the number of bedrooms in the accessory dwelling unit separately.* Prior to submission of any septic design to New Hampshire Department of Environmental Services, a test pit will be done and witnessed



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by the Town's Health or Deputy Health Officer and the proposed design shall be reviewed for compliance with all Zoning Ordinances.

- b. A floor plan of one-fourth-inch-to-the-foot scale showing the proposed changes to the building.
- c. A sketch plan (drawn to scale) of the lot, with existing and proposed structures and parking.
- I. All utilities in the ~~in-law/apartment~~ *accessory dwelling unit* shall use the existing utility meters.
- J. ~~Once the initial family member(s) ceases to occupy the unit and prior to it being occupied as a rental unit, An accessory dwelling unit may be rented,~~ and the property owner shall apply for a certificate of occupancy for any new tenant under a lease of more than a one year term. A new certificate of occupancy shall be issued when the accessory dwelling unit is first constructed or thereafter remodeled. Before a certificate of occupancy will be issued, the unit shall be inspected for compliance with building and life safety codes.
- K. If a home with an ~~in-law/apartment~~ *accessory dwelling unit* is sold, the new property owner shall make an application to the Department of Building Safety for a certificate of occupancy for any new tenant under a lease of more than a one year term, under the provisions in letters A through J in this ordinance.
- L. ~~In-law/apartment~~ *Accessory dwelling units* may be added to single-family residence, an attached garage, or a detached garage. The garage ~~apartments units~~ may be added on the same floor as the garage proper or may be built as a second story to the garage.
- M. For lots exceeding 160,000 square feet, an ~~in-law/apartment~~ *accessory dwelling units* may be added as a stand-alone structure provided all other provisions of this ordinance are met.

[INTENT: To bring the current In-Law/Accessory Apartment Ordinance into compliance with recent changes in the NHRSA's (SB-146) pertaining to Accessory Dwelling Units]

Proposed Plaistow Zoning Amendment Z-17-02

Are you in favor of amending Zoning Ordinance "Article III § 220-13. Unregistered vehicles and commercial equipment" by adding the words "for sale" in Section A. and changing the number of commercial vehicles allowed on a residential lot to one; and by adding a new section B. (1) EXCEPTION to read as noted: The language crossed out will be removed and replaced with the language displayed in italics.



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ARTICLE III

Article III, § 220-13. Unregistered vehicles and commercial equipment

A. No more than one unregistered or inoperable motor vehicle may be kept on any lot in any zone unless part of an approved site plan. Such vehicles shall not be stored between the principal building and the street line unless adequately buffered from the street and neighbors by a stockade fence or other solid screening. This section shall not apply to the parking of one noncommercial motor vehicle *for sale* parked on a driveway, if the same is in operable condition and meets standards as required under New Hampshire Revised Statute Annotated 266:1, IV, for inspection and registration.

B. No more than two-commercial motor vehicle of not more than one-ton weight limit each, may be kept on any lot in the residential zone. ~~One shall be garaged or fenced in with a stockade fence or other solid screening.~~

(1) EXCEPTION: Employees who bring home vehicles, greater than 1-ton capacity, to provide "on call" 24-hour response service, may keep that vehicle on their property while they are on "on call" status. A letter from the employer, noting the name of the employee, their "on call" status, and type of response vehicle, must be filed with the Code Enforcement Office and updated annually.

C No construction equipment may be parked or stored on any lot in the residential zone.

[INTENT: Housekeeping changes regarding vehicles for sale on residential lots as well as limit the number of commercial vehicles on residential lots. To also allow those who provide "on call" services, and may need to use a vehicle of greater than one-ton capacity (i.e. oil/propane truck, tow truck) to keep that vehicle on their property while in "on call" status]



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Are you in favor of amending the Zoning Ordinance "Article V – Establishment of Districts and District Regulations, Table 220-32K "Industrial II" Zoning District Table of Permitted Uses, by adding a combined Manufacturing & Retail use? The language which is crossed out will be replaced with the language displayed in italics.

Table 220-32A
"INDI" - Industrial I

- A. Objectives and characteristics. The purpose of this district is to provide locations for the establishment of plants to improve employment opportunities and broaden the tax base in the community. These areas should be selected so that they will not adversely affect developed residential areas, will have good access to transportation facilities, and will have the potential for being served by public water and sewer systems. A variety of types of manufacturing activities, distribution facilities, and offices should be permitted, as well as certain support facilities, especially of a commercial nature.

One of the major characteristics of this zone is its proximity to the rail line that carries both freight and passenger service and should favor those industries that are able to take advantage of the rail connection. The zone is also surrounded by residential uses and in general does not have good access to a major thoroughfare such as Route 125. These areas are extremely traffic sensitive and noise and dust issues will be of paramount importance. Any proposed use must not violate §220-5., Prohibited Uses. [Amended 3-10-2009 ATM by Art. P-09-26]

B. Uses.

[Amended 3-13-2001 ATM by Art. P-33; 7-7-2005 by STM by Art. SP-1; 3-11-2008 ATM by Art. P-08-24; 3-10-2009 ATM by Art. P-09-26]

Permitted Uses

Allowed by Special Exception

- | | |
|---|------|
| 1. Light industry | None |
| 2. Warehouse | |
| 3. (Reserved) | |
| 4. Outdoor storage | |
| 5. Contractor's storage yard | |
| 6. Publishing | |
| 7. Research and testing labs | |
| 8. Office | |
| 9. Essential service | |
| 10. (Reserved) ¹ | |
| 11. Public use limited to office, public safety, service and recreation | |
| 12. (Reserved) | |

¹ Uses (10-Aviation and 14-Bank) removed from Permitted Uses on 3-10-2009 ATM by Art. P-09-26.



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13. Accessory use or structure
- 13.1. Mini-storage
14. (Reserved)
15. Bank kiosk
16. *Manufacturing/Retail combined use²*
17. Rail services and rail stations

C. Areas and dimensions.

(1) Minimum lot size:

- (a) Area: 80,000 square feet.
[Amended 3-12-2002 ATM by Art. P-42]
- (b) Frontage: 150 feet.

(2) Minimum yard dimensions: refer to Table 220-32I.

(3) Maximum lot coverage: 75%.

(4) Maximum height: 45 feet or three stories, whichever is less.

(5) Minimum building setback: 50 feet from the front property line. [Added 3-9-2004 ATM by Art. P-32; amended 3-8-2005 ATM by Art. P-4]

D. No building permit for any bank kiosk use may be granted before at least one certificate of occupancy has been issued for an industrial use. [Amended 2015 ATM]

E. In an industrial development, no more than 10% of the total building footprint for the development can be used bank kiosk use. [Amended 2015 ATM]

F. The intent of allowing a bank kiosk in an industrial zone is to provide a convenient service for the employees of the industries in the industrial zone. [Amended 2015 ATM]

Proposed Plaistow Zoning Amendment Z-17-04

Are you in favor of amending the Zoning Ordinance "Article V – Establishment of Districts and District Regulations, Table 220-32K "Industrial II" Zoning District Table of Permitted Uses, by adding a combined Manufacturing & Retail use?

Table 220-32K

"INDII" - Industrial II

[Added 3-10-09 ATM by Art. P-09-26]

A. Objectives and characteristics. The purpose of this district is to provide locations for the establishment of plants to improve employment opportunities and broaden the tax base in the community. These areas should be selected so that they will not adversely affect developed residential areas, will have good access to transportation facilities, and will have the potential for

² A retail use may be combined with a manufacturing use provided the retail sales are predominantly for the purpose of selling the items manufactured in the associated manufacturing facility.



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being served by public water and sewer systems. A variety of types of manufacturing activities, distribution facilities, and offices should be permitted, as well as certain support facilities, especially of a commercial nature.

B. Uses.

Permitted Uses

Allowed by Special Exception

1. Light industry
2. Warehouse
3. Recycling facility (construction debris, household waste, and trash facilities are expressly prohibited)
4. Outdoor storage
5. Contractor's storage yard
6. Publishing
7. Research and testing labs
8. Office
9. Essential service
10. Aviation use
11. Public use limited to public safety, service and recreation
12. Accessory use or structure
13. Mini-storage
14. Bank
15. Bank kiosk
16. Manufacturing/Retail combined use³

None

C. Areas and dimensions.

- (1) Minimum lot size:
 - (a) Area: 80,000 square feet.
 - (b) Frontage: 150 feet.
- (2) Minimum yard dimensions: Refer to Table 220-32I.
- (3) Maximum lot coverage: 75%.
- (4) Maximum height: 45 feet or three stories, whichever is less.
- (5) Minimum building setback: 50 feet from the front property line.

D. No certificate of occupancy for any bank or bank kiosk use may be granted before at least one certificate of occupancy has been issued for an industrial use.



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- E. In an industrial development, no more than 10% of the total building footprint for the development can be used for bank or bank kiosk uses.
- F. The intent of allowing a bank or a bank kiosk in an industrial zone is to provide a convenient service for the employees of the industries in an industrial zone.

§ 220-33. Permitted uses.

Permitted uses are those uses that are allowed providing the standards established by this chapter are met.

§ 220-34. Dimensional requirements.

The following dimensional standards shall apply:

- A. Minimum lot area. [Amended 3-14-2006 ATM by Art. P-7]
 - (1) For any main use the minimum lot size shall be specified in § 220-32 and measured as provided for in the definitions for lot measurement. Compliance with minimum lot size requirements shall be based on on-site soils survey analysis conducted by a qualified soils scientist using the High Intensity Soil Map Standards developed by the Society of Soil Scientists of Northern New England, 1986. With the exception of lot lines that must merge to meet the geometric configuration of an adjacent existing lot, opposing lot lines which define the perimeter of a subject lot shall be a distance of at least 50 feet apart.
 - (2) Wetland areas, defined in § 220-20, may not be used to satisfy minimum lot size requirements.
 - (3) Upland areas being used to satisfy minimum lot size must be contiguous.
- B. Front yard regulations and exceptions.
 - (1) Any lot line contiguous to a street is deemed to be a front lot line. A land area, located within a lot, which extends from a front lot line to the nearest building line shall constitute a front yard.
 - (2) Lot lines fronting on two streets shall be deemed to have two front lot lines and two side lot lines.
 - (3) Lot lines fronting on three streets shall be deemed to have three front lot lines and one side lot line.

¹ A retail use may be combined with a manufacturing use provided the retail sales are predominantly for the purpose of selling the items manufactured in the associated manufacturing facility.



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(4) No building shall be built nearer to any street line than the minimum front yard specified in § 220-32 with the following exception:

(a) When the average setback of at least two existing residential buildings on the same side of the road and within 300 feet distance along the street from the boundary lines of the subject premises is less than the depth specified in § 220-32, an average of the existing setbacks shall be the required yard depth. [Amended 3-9-2004 ATM by Art. P-36]

(b) The exception defined in Subsection B (4) (a) above shall not be applied to planned residential developments.

(5) No accessory use or structure may occupy any part of a required front yard.

- C. Side yard regulations and exceptions. No building shall be built nearer to a side lot line than the minimum dimension specified in § 220-32 except as provided in Article VI (Planned Residential Development).
- D. Rear yard regulations and exceptions. No building shall be built nearer to a rear lot line than the minimum rear yard depth specified in § 220-32 except as provided in Article VI of this article.
- E. Height regulations and exceptions. Heights shall be as specified in § 220-32. (See Tables 330-32A to 330-32H inclusive.) No building or structure shall exceed the maximum heights specified in § 220-32. The provisions of this subsection shall not apply, however, to chimneys and conventional radio and television antenna installations.

§ 220-35. Application of district regulations.

Any legal nonconforming use existing on the effective date of this chapter may be continued indefinitely to the extent set forth in this chapter. Otherwise, no building or land shall hereafter be used or occupied and no building or part thereof shall be erected, moved, or altered unless in conformity with the regulations herein specified for the district in which it is located.

§ 220-36. Front yard setback.

Notwithstanding provisions for front yards elsewhere in these regulations, on streets with less than fifty-foot rights-of-way, the front yard requirement in any district shall be measured from the center line of the existing right-of-way, and 25 feet shall be added to the front yard requirement.

§ 220-37. Lots in two zoning districts.

Where a district boundary line divides a lot of record at the time such district boundary line is established, the regulations for either district of such lot shall extend not more than 30 feet into the other district, provided the lot has frontage on a street in the district for which the use is being granted.



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§ 220-38. Building coverage, open porches, carports and garages.

In determining the percentage of building coverage of a lot or the size of yards, porches, or carports open at the sides but roofed, surfaced or paved areas, and all principal and accessory use or structure shall be included.

§ 220-39. Reduction of lot area.

No lot shall be so reduced in area that the area, yards, lot width, frontage, coverage or other requirements of this chapter shall be less than herein prescribed for each district. The provisions of this section shall not apply when part of a lot is taken for a public purpose.

§ 220-40. Required area of yards.

Space required under these regulations to satisfy area, yard, or other open space requirements in relation to one building shall not be counted as part of a required open space for any other building.

§ 220-41. Projection in yards.

Every part of a required yard shall be open from finished ground level to the sky, unobstructed, except for the ordinary projections of sills, cornices, pilasters, chimneys and eaves, provided that no such projections may extend more than two feet into any required yard.

§ 220-42. (Reserved) ⁴

§ 220-43. Temporary uses and structures.

Temporary permits may be issued by the Building Inspector for a period not exceeding one year for nonconforming uses incidental to construction projects, provided such permits are conditioned upon agreement by the owner to remove the structure or use upon expiration of the permit. Such permits may be renewed upon application for an additional period of six months as long as construction is active.

§ 220-44. Excavations.

- A. Time limit. Within six months after work on an excavation for a building has begun, the excavation thus remaining shall be covered with building construction or filled to normal grade by owners.
- B. Abandoned excavations. For safety purposes, abandoned excavations with slopes exceeding one horizontal to two vertical shall be protected by a fence at least four feet in height.

[INTENT: To add a combined manufacturing & retail use to the table of permitted uses in order to allow the sale of products manufactured on-site and enhance business and economic potential in the Industrial II (INDII) Zoning District]

⁴ Editor's Note: Former § 220-42, Location of driveways, as amended, was repealed 3-8-2005 ATM by Art. P-2. See now § 220-9.1.



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Proposed Plaistow Zoning Amendment Z-17-05

Are you in favor of amending the Zoning Ordinance "Article V – Establishment of Districts and District Regulations, Table 220-32B "Commercial I" Zoning District Table of Permitted Uses, by adding Nursing/Convalescent Home/Assisted Living Facilities and Hospitals/Urgent Care Facilities as permitted uses? The language to be added is displayed in italics.

Table 220-32B
"CI" - Commercial I

A. Objectives and characteristics. With today's reliance on automobile transportation and Plaistow's being the commercial center for an area beyond its boundaries, provisions need to be made within the Town for areas to serve as regional commercial centers. These areas should have good highway access, adequate off-street parking, proper lighting, police and fire protection, and adequate water and sewer services provided.

B. Uses.

[Amended 3-13-2001 ATM by Art. P-34; 3-12-2002 ATM by Arts. P-39 and P-47; 3-11-2008 ATM by Arts. P-08-26, P-08-33, and P-08-34; 3-10-2009 by Art. P-09-14; 3-8-2016 ATM by Art. Z-16-03].

Permitted Uses

1. Retail business
2. Wholesale business
3. Personal service business⁶
4. Business office
5. Professional office
6. Bank
7. Restaurant

Allowed by Special Exception

1. Care and treatment of animals⁵
2. (Reserved)
3. (Reserved)
4. Adult-oriented business⁷

⁵ See Paragraph D of this table for Special Exception criteria.

⁶ See Subsection D in the definition of "business" in § 220-2 for definition. Evidence of the necessary credentials and qualifications required to operate the business and/or to conduct treatments related to the business, pursuant to pertinent sections of Title XXX, New Hampshire Revised Statutes Annotated, must be presented to and approved by the Health Officer of the Town prior to filing an application for site plan approval. Should site plan approval be granted, further approval by the Health Officer and Building Code Inspector must be obtained before an occupancy permit, approving use of the site for a specified purpose, shall be granted by the Building Inspector. The business shall be subject to inspections by the Health Officer, Building Inspector, and the New Hampshire Division of Public Health Services to assure continuing compliance with applicable sections of Title XXX of the New Hampshire Statutes, as well as with local health and building code ordinances. Upon a finding of noncompliance, the Town of Plaistow may suspend or revoke a license to operate; the State of New Hampshire may suspend or revoke a practitioner's license; and/or fines may be levied not to exceed the maximum amount which the state allows for violations found in the type of operation initially permitted.

⁷ See Article XVIII – Adult-Oriented Business for further requirements.



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8. Funeral establishment
9. Private/service club
10. Commercial recreation
11. Motel
12. Vehicular, trailer and recreational vehicles sales and service repair facility
13. Place of Worship
14. Publishing
 - 14.1. Vehicular brokerage office
 - 14.2. Drive-through restaurants
 - 14.3. Drive-in restaurants
 - 14.4. Produce stand
15. Public use, limited to public safety and service
16. Accessory use or structure
17. Storage of equipment/vehicles used to service a product
18. Essential service
19. Small industry
20. Multimodal park and ride lots
21. Theaters
22. Nursing/Convalescent Homes/Assisted Living Facilities
23. Hospitals/Urgent Care Facilities

C. Areas and dimensions.

- (1) Minimum lot size:
 - (a) Area: 80,000 square feet.
[Amended 3-12-2002 ATM by Art. P-42]
 - (b) Frontage: 150 feet.
- (2) Minimum yard dimensions: refer to Table 220-32I.
- (3) Maximum lot coverage: 75%.
- (4) Maximum height: 45 feet or three stories, whichever is less.
- (5) Minimum building set back: 50 feet from the front property line.
[Added 3-9-2004 ATM by Art. P-32; amended 3-8-2005 ATM by Art. P-5]

D. Special exception criteria for the use "Care and treatment of animals."



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[Added 3-11-2008 ATM by Art. P-08-35]

- (1) There must be at least one employee for every 15 animals at the facility.
- (2) If animals are to remain overnight, there must be at least one employee at the facility between the hours of closure on one day and the opening for business the next business day, or until all animals are removed. Accommodations for such a caretaker are permitted, although it is not the intent of the chapter to allow the facility to be the caretaker's residence in all districts except as a combined use in the ICR District.
- (3) The operator of the facility must present a plan that includes the type of animals that would be treated or cared for at the facility. There must be adequate exercise areas for the animals, if appropriate.
- (4) Large animals whose normal weight would exceed 180 pounds are prohibited under this section of the chapter.
- (5) The operator of the facility must present a plan that describes how the animal waste is to be disposed.
- (6) If appropriate, a stockade fence may be required to reduce or eliminate disturbing the animals by adjacent activities and likewise to reduce or eliminate disturbing the abutters by the animals.
- (7) To operate the facility at the proposed location if animals are to be treated by veterinarians or veterinary assistants, all necessary licenses must be presented before an occupancy permit shall be issued.
- (8) Any facility must also comply with all federal, state, and local health ordinances as applicable.
- (9) No animals can remain outside overnight, and if any animals are to remain outdoors during the daytime, then adequate facilities must be provided for shelter and water.
- (10) Facilities for the care and treatment of animals shall be a stand-alone business and shall not be located within a retail plaza [Added 3-8-2016 ATM by Art. Z-16-03]

E. CI-Danville Road Overlay District. [Amended 3-11-14 ATM by Art. Z-14-1]

The CI-Danville Road Overlay District as shown on the Zoning Map shall have the following additional permitted use:

Mixed Commercial/Residential Uses where the workplace or the residence must be owner occupied.

[INTENT: To add Nursing Homes, Convalescent Homes, Assisted Living Facilities, Hospitals and Urgent Care Facilities to the Table of Permitted Uses in the Commercial 1 (C1) Zoning District in order to enhance the types of services and commercial available to residents]



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Proposed Plaistow Zoning Amendment Z-17-06

Are you in favor of amending the Zoning Ordinance Article IX, Signs, § 220-61 "Prohibited signs" by repealing the sections displayed below pursuant to the United States Supreme Court Decision associated with the case known as "Reed vs. Gilbert". The language that has been crossed out will be removed and replaced with language displayed in italics.

A. The following types of signs are expressly prohibited in all districts unless otherwise provided for in this article:

(1) Off-site signs.

(a) Exemption: One (1) real estate sign may be placed in front of a parcel or unit for sale, lease, or rent without a permit. [Added 3-10-2009 ATM by Art. P-09-22]

~~(b) Exemption: Plaistow Non and Not for Profit Organizations may obtain a permit for temporary signage to advertise for a membership drive and/or special event with the following conditions: [Added 3-8-2016 ATM by Art. Z-16-04]~~

~~(1) Definition: For purposes of this section of the ordinance only, Plaistow Non and Not for Profit Organization shall be defined as:~~

- ~~— Churches with a physical location in Plaistow~~
- ~~— Timberlane Regional School District~~
- ~~— Civic/Social Organizations/Clubs (i.e. Lions Club, Fish & Game Club, Knights of Columbus, Boy/Girl Scouts and the like) with a recognized chapter in Plaistow~~

~~(2) The event must be sponsored by a Plaistow Non or Not for Profit Organization as defined above~~

~~(3) The event for which the sign permit is being sought, must be held in Plaistow~~

~~(4) Signs may be put up no earlier than two (2) weeks prior to an event and must be removed within one (1) week after the event.~~

~~(5) A permit from the Department of Building Safety is required~~

~~(6) No more than twenty (20) signs may be erected under this permit~~

~~(7) No more than one (1) permit per event~~

~~(8) There is no fee for this permit~~

~~(9) This permit is for temporary signage only. All permanent signage must comply with all other sections of Article IX~~

[Intent: To repeal the crossed out sections of the ordinance, enacted in 2015, in order to stay within the confines of existing Federal laws as determined by the US Supreme Court Decision (Reed vs. Gilbert) which makes this ordinance unconstitutional].



Town of Plaistow, New Hampshire

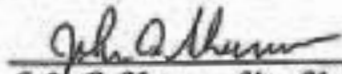
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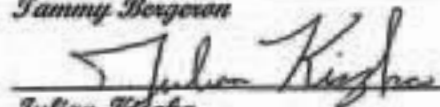



[Intent: To repeal the crossed out sections of the ordinance, enacted in 2015, in order to stay within the confines of existing Federal laws as determined by the US Supreme Court Decision (Reed vs. Gilbert) which makes this ordinance unconstitutional).

Given under our hands and seal this thirtieth day of January in the year of our Lord, Two Thousand and Seventeen.



Steve Rahlert, Chairman

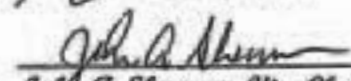

John A. Sherman, Vice Chairman

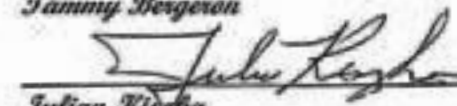
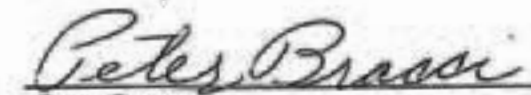
Tammy Bergeron

Julian Kishka

Peter Bracci

**Plaistow, New Hampshire
January 30, 2017**

We certify that we gave notice to the inhabitants within named Town to meet at the time and place for this purpose, within mentioned, by causing to be posted an attached copy at the Plaistow Public Library, the Pollard Elementary School and the Plaistow Town Hall, being public places in said Town on the thirtieth day of January in the year of our Lord, Two Thousand and seventeen.


Steve Rahlert, Chairman


John A. Sherman, Vice Chairman

Tammy Bergeron

Julian Kishka

Peter Bracci

***VOTER'S NOTES***



Town of Plaistow, New Hampshire

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VOTER'S NOTES

		Yes	No
P-17-01	Election of Necessary Town Officers	<input type="checkbox"/>	<input type="checkbox"/>
P-17-02	Town Unit Collective Bargaining Agreement	<input type="checkbox"/>	<input type="checkbox"/>
P-17-03	Operating Budget	<input type="checkbox"/>	<input type="checkbox"/>
P-17-04	Highway Department Equipment Expendable Trust Fund	<input type="checkbox"/>	<input type="checkbox"/>
P-17-05	Fire Department Capital Reserve Fund	<input type="checkbox"/>	<input type="checkbox"/>
P-17-06	SCBA Capital Reserve Fund	<input type="checkbox"/>	<input type="checkbox"/>
P-17-07	Replacement of Fire Department Vehicle	<input type="checkbox"/>	<input type="checkbox"/>
P-17-08	Unmarked Police Vehicle Capital Reserve Fund Creation	<input type="checkbox"/>	<input type="checkbox"/>
P-17-09	Communication Radio System Capital Reserve Fund	<input type="checkbox"/>	<input type="checkbox"/>
P-17-10	Building/Building Systems Capital Reserve Fund	<input type="checkbox"/>	<input type="checkbox"/>
P-17-11	Acquisition of Land and/or Buildings Capital Reserve Fund	<input type="checkbox"/>	<input type="checkbox"/>
P-17-12	Library Capital Reserve Fund	<input type="checkbox"/>	<input type="checkbox"/>
P-17-13	Cable Department Capital Reserve Fund	<input type="checkbox"/>	<input type="checkbox"/>
P-17-14	Conservation 36-A Fund Deposit	<input type="checkbox"/>	<input type="checkbox"/>
P-17-15	Energy Capital Reserve Fund Creation	<input type="checkbox"/>	<input type="checkbox"/>
P-17-16	Recreation Plan Capital Reserve Fund Deposit	<input type="checkbox"/>	<input type="checkbox"/>
P-17-17	Transportation Infrastructure Capital Reserve Fund	<input type="checkbox"/>	<input type="checkbox"/>
P-17-18	Town Forest Expansion	<input type="checkbox"/>	<input type="checkbox"/>
P-17-19	Highway Block Grant	<input type="checkbox"/>	<input type="checkbox"/>
P-17-20	All Veterans Tax Credit	<input type="checkbox"/>	<input type="checkbox"/>
P-17-21	Citizen's Petition	<input type="checkbox"/>	<input type="checkbox"/>



Town of Plaistow, New Hampshire

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New Hampshire
Department of
Revenue Administration

2017
MS-737

Budget of the Town of Plaistow

Form Due Date: 20 Days after the Town Meeting

THIS BUDGET SHALL BE POSTED WITH THE WARRANT

This form was posted with the warrant on: _____

For assistance please contact the NH DRA Municipal and Property Division
P: (603) 230-5060 F: (603) 230-5947 <http://www.revenue.nh.gov/mun-prod/>

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.

Budget Committee Members	
Printed Name	Signature
Dennis Heffernan, Chair	<i>Dennis Heffernan</i>
Francine Hart, Vice Chair	<i>Francine Hart</i>
Sam J. Caffiso, Jr	<i>Sam J. Caffiso, Jr</i>
Tricia Holt	<i>Tricia Holt</i>
Lisa Lambert	<i>Lisa Lambert</i>
Laura A. Millette	<i>Laura A. Millette</i>
Dean Nifakos	<i>Dean Nifakos</i>
John A. Sherman	<i>John A. Sherman</i>
Robert A. Hamilton	<i>Robert A. Hamilton</i>

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

MS-737; Plaistow 2017

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Appropriations

Account Code	Description	Warrant Article #	Appropriations Prior Year as Approved by ORA	Actual Expenditures Prior Year	Selectman's Appropriations Enacting FY (Recommended)	Selectman's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)
General Government								
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0	\$0	\$0
4130-4139	Executive	P-17-03	\$310,214	\$303,564	\$305,550	\$0	\$305,550	\$0
4140-4149	Election, Registrations, and Vital Statistics	P-17-03	\$133,270	\$122,669	\$121,003	\$0	\$121,003	\$0
4150-4151	Financial Administration	P-17-03	\$353,457	\$326,112	\$336,754	\$0	\$336,754	\$0
4152	Revaluation of Property		\$0	\$0	\$0	\$0	\$0	\$0
4153	Legal Expense	P-17-03	\$25,000	\$43,281	\$35,000	\$0	\$35,000	\$0
4155-4159	Personnel Administration	P-17-03	\$1,818,924	\$1,667,225	\$1,896,230	\$0	\$1,896,230	\$0
4191-4193	Planning and Zoning	P-17-03	\$93,516	\$74,620	\$85,925	\$0	\$85,925	\$0
4194	General Government Buildings	P-17-03	\$204,191	\$229,672	\$211,818	\$0	\$211,818	\$0
4195	Cemeteries		\$0	\$0	\$0	\$0	\$0	\$0
4196	Insurance	P-17-03	\$80,873	\$59,021	\$125,260	\$0	\$125,260	\$0
4197	Advertising and Regional Association	P-17-03	\$26,500	\$40,826	\$26,800	\$0	\$26,800	\$0
4199	Other General Government	P-17-03	\$35,813	\$27,634	\$28,680	\$0	\$28,680	\$0
Public Safety								
4210-4214	Police	P-17-03	\$2,011,466	\$1,916,201	\$2,011,466	\$0	\$2,011,466	\$0
4215-4219	Ambulance		\$0	\$0	\$0	\$0	\$0	\$0
4220-4229	Fire	P-17-03	\$591,151	\$588,294	\$642,327	\$0	\$642,327	\$0
4240-4249	Building Inspection	P-17-03	\$130,834	\$140,595	\$140,038	\$0	\$140,038	\$0
4290-4298	Emergency Management	P-17-03	\$26,150	\$15,900	\$20,250	\$0	\$20,250	\$0
4299	Other (Including Communications)		\$0	\$0	\$0	\$0	\$0	\$0
Airport/Aviation Center								
4301-4309	Airport Operations		\$0	\$0	\$0	\$0	\$0	\$0
Highways and Streets								
4311	Administration	P-17-03	\$301,329	\$303,281	\$291,829	\$0	\$291,829	\$0
4312	Highways and Streets	P-17-03	\$559,200	\$462,073	\$412,600	\$0	\$412,600	\$0
4313	Bridges		\$0	\$0	\$0	\$0	\$0	\$0
4316	Street Lighting	P-17-03	\$97,000	\$91,230	\$97,000	\$0	\$97,000	\$0
4319	Other		\$0	\$0	\$0	\$0	\$0	\$0

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Town of Plaistow, New Hampshire

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Account Code	Description	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Enacting FY (Recommended)	Selectmen's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)
Sanitation								
4321	Administration		\$0	\$0	\$0	\$0	\$0	\$0
4323	Solid Waste Collection		\$0	\$0	\$0	\$0	\$0	\$0
4324	Solid Waste Disposal	P-17-03	\$515,000	\$602,294	\$615,000	\$0	\$615,000	\$0
4325	Solid Waste Cleanup	P-17-03	\$47,000	\$65,187	\$47,000	\$0	\$47,000	\$0
4326-4329	Sewage Collection, Disposal and Other		\$0	\$0	\$0	\$0	\$0	\$0
Water Distribution and Treatment								
4331	Administration		\$0	\$0	\$0	\$0	\$0	\$0
4332	Water Services	P-17-03	\$42,605	\$29,121	\$34,860	\$0	\$34,860	\$0
4335-4339	Water Treatment, Conservation and Other		\$0	\$0	\$0	\$0	\$0	\$0
Electric								
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
Health								
4411	Administration	P-17-03	\$87,744	\$81,989	\$88,044	\$0	\$88,044	\$0
4414	Pest Control		\$0	\$0	\$0	\$0	\$0	\$0
4415-4419	Health Agencies, Hospitals, and Other	P-17-03	\$54,082	\$54,631	\$54,082	\$0	\$54,082	\$0
Welfare								
4441-4442	Administration and Direct Assistance	P-17-03	\$740	\$558	\$740	\$0	\$740	\$0
4444	Intergovernmental Welfare Payments		\$0	\$0	\$0	\$0	\$0	\$0
4445-4449	Vendor Payments and Other	P-17-03	\$24,850	\$21,619	\$21,350	\$0	\$21,350	\$0
Culture and Recreation								
4520-4529	Parks and Recreation	P-17-03	\$207,975	\$199,086	\$187,790	\$0	\$187,790	\$0
4550-4559	Library	P-17-03	\$537,940	\$537,940	\$554,432	\$0	\$554,432	\$0
4583	Patriotic Purposes	P-17-03	\$1,000	\$900	\$1,000	\$0	\$1,000	\$0
4589	Other Culture and Recreation	P-17-03	\$28,100	\$25,654	\$28,100	\$0	\$28,100	\$0
Conservation and Development								
4611-4612	Administration and Purchasing of Natural Resources	P-17-03	\$12,430	\$13,876	\$10,825	\$0	\$10,825	\$0
4619	Other Conservation		\$0	\$0	\$0	\$0	\$0	\$0

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Town of Plaistow, New Hampshire

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Account Code	Description	Warrant Article #	Appropriations Prior Year as Approved by DCA	Actual Expenditures Prior Year	Selectmen's Appropriations Enacting FY (Recommended)	Selectmen's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)
4631-4632	Redevelopment and Housing		\$0	\$0	\$0	\$0	\$0	\$0
4651-4659	Economic Development		\$0	\$0	\$0	\$0	\$0	\$0
Debt Service								
4711	Long Term Bonds and Notes - Principal	P-17-03	\$0	\$0	\$279,600	\$0	\$279,600	\$0
4721	Long Term Bonds and Notes - Interest	P-17-03	\$0	\$0	\$318,398	\$0	\$318,398	\$0
4723	Tax Anticipation Notes - Interest		\$1	\$0	\$0	\$0	\$0	\$0
4790-4799	Other Debt Service		\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay								
4901	Land		\$0	\$0	\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment		\$120,000	\$160,022	\$0	\$0	\$0	\$0
4903	Buildings		\$8,500,000	\$0	\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings		\$0	\$42,624	\$0	\$0	\$0	\$0
Operating Transfers Out								
4912	To Special Revenue Fund		\$0	\$10,000	\$0	\$0	\$0	\$0
4913	To Capital Projects Fund		\$70,000	\$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
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 Agency Funds		\$0	\$0	\$0	\$0	\$0	\$0
Total Proposed Appropriations			\$17,048,355	\$8,256,599	\$9,029,751	\$0	\$9,029,751	\$0

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Town of Plaistow, New Hampshire

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Special Warrant Articles

Account Code	Purpose of Appropriation	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4916	To Expendable Trust Fund		\$0	\$0	\$0	\$0	\$0	\$0
4917	To Health Maintenance Trust Funds		\$0	\$0	\$0	\$0	\$0	\$0
4319	Other	P-17-19	\$0	\$0	\$150,000	\$0	\$150,000	\$0
	Purpose: Highway Block Grant							
4902	Machinery, Vehicles, and Equipment	P-17-07	\$0	\$0	\$498,613	\$0	\$498,613	\$0
	Purpose: Fire Truck Replacement - Tanker 5							
4902	Machinery, Vehicles, and Equipment	P-17-08	\$0	\$0	\$16,000	\$0	\$16,000	\$0
	Purpose: Unmarked Police Vehicle Capital Reserve Fund							
4912	To Special Revenue Fund	P-17-14	\$0	\$0	\$10,000	\$0	\$10,000	\$0
	Purpose: Conservation 36-A Fund Deposit							
4915	To Capital Reserve Fund	P-17-04	\$0	\$0	\$87,000	\$0	\$87,000	\$0
	Purpose: Highway Capital Reserve Fund							
4915	To Capital Reserve Fund	P-17-05	\$0	\$0	\$108,000	\$0	\$108,000	\$0
	Purpose: Fire Department Capital Reserve Fund							
4915	To Capital Reserve Fund	P-17-06	\$0	\$0	\$33,400	\$0	\$33,400	\$0
	Purpose: Self-Contained Breathing Apparatus Capital Reserve							
4915	To Capital Reserve Fund	P-17-09	\$0	\$0	\$65,000	\$0	\$65,000	\$0
	Purpose: Communication Radio System Capital Reserve Fund							
4915	To Capital Reserve Fund	P-17-10	\$0	\$0	\$10,000	\$0	\$0	\$10,000
	Purpose: Building/Building Systems Capital Reserve Fund							
4915	To Capital Reserve Fund	P-17-11	\$0	\$0	\$100,000	\$0	\$0	\$100,000
	Purpose: Acquisition of Land and/or Buildings Capital Reserve							
4915	To Capital Reserve Fund	P-17-12	\$0	\$0	\$50,000	\$0	\$50,000	\$0
	Purpose: Library Capital Reserve Fund							
4915	To Capital Reserve Fund	P-17-13	\$0	\$0	\$30,000	\$0	\$30,000	\$0
	Purpose: Cable Department Capital Reserve Fund							
4915	To Capital Reserve Fund	P-17-15	\$0	\$0	\$25,000	\$0	\$25,000	\$0
	Purpose: Renewable Energy Capital Reserve Fund Creation							
4915	To Capital Reserve Fund	P-17-16	\$0	\$0	\$50,000	\$0	\$50,000	\$0
	Purpose: Recreation Plan Capital Reserve Fund							



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4915	To Capital Reserve Fund	P-17-17	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000
Purpose: Transportation Infrastructure Capital Reserve Fund									
Special Articles Recommended					\$1,283,013	\$0	\$1,123,013	\$0	\$60,000
Individual Warrant Articles									
Account Code	Purpose of Appropriation	Warrant Article #	Appropriations Prior Year as Approved by OSA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)	
0000-0000	Collective Bargaining	P-17-02	\$0	\$0	\$13,922	\$0	\$13,922	\$0	
Purpose: Town Unit Collective Bargaining Agreement									
Individual Articles Recommended			\$0	\$0	\$13,922	\$0	\$13,922	\$0	\$0



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Revenues					
Account Code	Purpose of Appropriation	Warrant Article #	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Estimated Revenues
Taxes					
3120	Land Use Change Tax - General Fund		\$0	\$0	\$0
3180	Resident Tax		\$0	\$0	\$0
3185	Yield Tax		\$0	\$0	\$0
3186	Payment in Lieu of Taxes		\$0	\$0	\$0
3187	Excavation Tax		\$0	\$0	\$0
3189	Other Taxes		\$0	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	P-17-03	\$0	\$113,251	\$113,251
9991	Inventory Penalties		\$0	\$0	\$0
Licenses, Permits, and Fees					
3210	Business Licenses and Permits	P-17-03	\$0	\$1,291	\$1,291
3220	Motor Vehicle Permit Fees	P-17-03	\$0	\$1,569,434	\$1,569,434
3230	Building Permits	P-17-03	\$0	\$158,000	\$158,000
3290	Other Licenses, Permits, and Fees	P-17-03	\$0	\$66,876	\$66,876
3311-3319	From Federal Government		\$0	\$0	\$0
State Sources					
3351	Shared Revenues		\$0	\$0	\$0
3352	Meals and Rooms Tax Distribution	P-17-03	\$0	\$393,096	\$393,096
3353	Highway Block Grant	P-17-03, P-17-19	\$0	\$302,909	\$302,909
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)	P-17-03	\$0	\$45,612	\$45,612
3379	From Other Governments	P-17-03	\$0	\$114,496	\$114,496
Charges for Services					
3401-3406	Income from Departments	P-17-03	\$0	\$103,005	\$103,005
3409	Other Charges	P-17-03	\$0	\$2,900	\$2,900
Miscellaneous Revenues					
3501	Sale of Municipal Property		\$0	\$0	\$0
3502	Interest on Investments		\$0	\$0	\$0

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Town of Plaistow, New Hampshire

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Account Code	Purpose of Appropriation	Warrant Article #	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Estimated Revenues
3503-3509	Other	P-17-03, P-17-07	\$0	\$455,677	\$455,677
Interfund Operating Transfers In					
3912	From Special Revenue Funds		\$0	\$0	\$0
3913	From Capital Projects Funds		\$0	\$0	\$0
3914A	From Enterprise Funds: Airport (Offset)		\$0	\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)		\$0	\$0	\$0
3914O	From Enterprise Funds: Other (Offset)		\$0	\$0	\$0
3914S	From Enterprise Funds: Sewer (Offset)		\$0	\$0	\$0
3914W	From Enterprise Funds: Water (Offset)	P-17-03	\$0	\$34,860	\$34,860
3915	From Capital Reserve Funds	P-17-07	\$0	\$484,613	\$484,613
3916	From Trust and Fiduciary Funds		\$0	\$0	\$0
3917	From Conservation Funds		\$0	\$0	\$0
Other Financing Sources					
3934	Proceeds from Long Term Bonds and Notes		\$0	\$0	\$0
9998	Amount Voted from Fund Balance	P-17-11, P-17-13	\$0	\$130,000	\$30,000
9999	Fund Balance to Reduce Taxes		\$0	\$0	\$0
Total Estimated Revenues and Credits				\$3,996,020	\$3,896,020

Budget Summary				
Item	Prior Year Adopted Budget	Selectmen's Recommended Budget	Budget Committee's Recommended Budget	
Operating Budget Appropriations Recommended	\$8,353,355	\$9,029,751	\$9,029,751	
Special Warrant Articles Recommended	\$9,090,302	\$1,283,013	\$1,123,013	
Individual Warrant Articles Recommended	\$5,000	\$13,922	\$13,922	
TOTAL Appropriations Recommended	\$17,448,657	\$10,326,686	\$10,166,686	
Less: Amount of Estimated Revenues & Credits	\$11,908,653	\$3,996,020	\$3,896,020	
Estimated Amount of Taxes to be Raised	\$5,540,004	\$6,330,666	\$6,270,666	



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Budget Committee Supplemental Schedule

1. Total Recommended by Budget Committee			\$10,166,686
Less Exclusions:			
2. Principal: Long-Term Bonds & Notes	4711	\$279,600	\$0
3. Interest: Long-Term Bonds & Notes	4721	\$318,398	\$0
4. Capital outlays funded from Long-Term Bonds & Notes			\$0
5. Mandatory Assessments			\$0
6. Total Exclusions (Sum of Lines 2 through 5 above)			\$0
7. Amount Recommended, Less Exclusions (Line 1 less Line 6)			\$10,166,686
8. 10% of Amount Recommended, Less Exclusions (Line 7 x 10%)			\$1,016,669
Collective Bargaining Cost Items:			
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
Mandatory Water & Waste Treatment Facilities (RSA 32:21):			
12. Amount Recommended (Prior to Meeting)			\$0
13. Amount Voted (Voted at Meeting)			\$0
14. Amount voted over recommended amount (Difference of Lines 12 and 13)			\$0
15. Bond Override (RSA 32:18-a), Amount Voted			\$0
Maximum Allowable Appropriations Voted At Meeting: (Line 1 + Line 8 + Line 11 + Line 15)			\$11,183,355



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WHERE PLAISTOW RESIDENTS CAN CALL FOR HELP

<u>PROBLEM/QUESTION</u>	<u>CONTACT</u>	<u>PHONE NUMBER</u>
<i>STATE WIDE QUESTIONS AND EMERGENCY HOTLINE SUPPORTED BY GRANITE UNITED WAY</i>		
For referral agency for many circumstances and resources		2-1-1
<i>STATEWIDE INDEPENDENT LIVING COUNCIL (SILC)</i>		<i>1-603-271-0476</i>
Community Health & Human Svc	<i>www.211nh.org</i>	
AIDS Hotline	Aids Response Seacoast	1-603-433-5377
Alcoholics Anonymous	AA Service Office	1-603-622-6967
	AL-ANON	1-603-645-9518
	Drug/Alcohol Addiction Hotline	1-603-893-5201
American Red Cross	Disaster Services	1-603-624-4307
Animal Control Problems	Plaistow Animal Control Officer	1-603-382-1200
Assessments, property	Plaistow Assessing Department	1-603-382-5200 X230
Auto & Boat Registration	Plaistow Town Clerk	1-603-382-8129
Battered Women Shelter	HAVEN	1-800-854-3552
Birth Certificates	Plaistow Town Clerk	1-603-382-8129
Blind, NH Association for	Sight Center	1-800-464-3075
Building Permits	Plaistow Building Department	1-603-382-1191 X259
Burning Permits	Plaistow Fire Department	1-603-382-5012
Cable Company	COMCAST/Xfinity	1-800-266-2278
Cell Phones	Safelink Phones for those eligible	1-800-723-3546
Cemetery	Plaistow Town Hall	1-603-382-5200 X266
Chamber of Commerce	Plaistow Area Commerce Exchange	1-603-382-3634
Child Abuse	Child Abuse & Neglect Hotline	1-800-894-5533
Child Advocacy (CASA)	Court Appointed Child Advocate	1-800-626-0622
Child Care	Rockingham County Childcare Info.	1-800-310-8333
Child & Family Services	Child & Family Services	1-800-640-6486
Child Medical Coverage	Well Sense	1-877-492-6965
Conservation Commission	Plaistow Town Hall	1-603-382-5200 X266
Consumer Complaint	NH Better Business Bureau	1-603-228-3789
Death Certificate	Plaistow Town Clerk	1-603-382-8129
Department of Health and	Human Services (DHHS)	1-800-852-3345
Department Child Youth	DCYF	1-603-271-6202
Department of Labor	NH DOL	1-800-272-4353
Disabilities Rights Commission	Advocacy and Protection	1-603-228-0432
Disaster Relief	American Red Cross	1-603-624-4307
District Court	Plaistow District Court	1-855-212-1234
Dog License	Plaistow Town Clerk	1-603-382-8129
Driver's License	NH Dept. Motor Vehicles	1-603-227-4010
Drugs and Alcohol	Anyone Anytime New Hampshire	www.nhtreatment.org
Easter Seals of NH	Service for disabled, veterans, adult and child day care.	1-800-870-8728
Elder Abuse Hotline	NH DHHS Abuse Hotline	1-603-271-7014
Elections	Plaistow Town Clerk	1-603-382-8129



Town of Plaistow, New Hampshire

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WHERE PLAISTOW RESIDENTS CAN CALL FOR HELP (Continued)

Electric, Emergency Grants	Rockingham Community Action	1-603-893-9172
Electric Company	UNITIL-NH	1-800-528-7276
	UNITIL-NH GAS	1-866-933-3820
Electrical Permit	Plaistow Building Department	1-603-382-1191 X259
EMERGENCY: Fire, Police & Ambulance		911
Employment	Salem NH Works Office	1-603-893-9185
	29 South Broadway, Salem, NH 03079	
Employment (Salem Off)	www.WorkOpportunities.net	1-603-824-6014
Environment	NH State Dept. Environmental Services	1-603-271-3503
Family Services (Juvenile)	Family Mediation	1-603-362-9957
Fire Dept. (non-emergency)	FitzGerald Safety Complex	1-603-382-5012
Fish & Game	Fish & Game Club Office	1-603-382-3675
Fishing License	Walmart	1-603-382-2839
	nhfishandgame.com	1-877-450-4994
Food & Nutrition Assistance	WIC (pregnant & child under 5)	1-800-256-9880
	Commodity Food Program (60 years and older)	1-800-942-4321
Food Pantry	Holy Angels Parish	1-603-819-4949
Food Stamps	NH Dept. of Health & Human Services	1-800-852-3345
		1-603-271-9700
	Application on line @	<u>www.nheasy.nh.gov</u>
Genealogical Information	Plaistow Town Clerk	1-603-382-8129
General Assistance	Human Services Department	1-603-382-8469 X230
Governors' Office	Citizen Services	1-800-852-3456
Health Care	Lamprey Health Care	1-603-659-2494
	Community Health Services/Counseling	1-603-425-2545
	Affordable Care Act/Healthcare	
	Marketplace	1-855-402-0783
Health Officer	Plaistow Health Department	1-603-382-2494 X246
Heating / Fuel Assistance	Fuel Assistance 10/01 thru 4/30	1-800-322-1073
	Community Action Program	1-603-458-6392
Home Budgeting	Consumer Credit Counseling/Green Path	1-800-327-6778
Home Care Service Agencies	Rockingham VNA/Hospice	1-800-540-2981
Home Refinance/Repair	NH Direct Home Program/Rural Dev	1-603-223-6035
Homeless	NH Coalition for Homeless	1-800-852-3388
		1-800-852-3345X5142
Homeless	Emergency	211
Hospitals	Parkland, Derry NH	1-603-421-2220
	Exeter Hospital	1-800-439-3837
		1-603-778-7311
	Holy Family @ Merrimack Valley	1-978-374-2000



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WHERE PLAISTOW RESIDENTS CAN CALL FOR HELP (Continued)

Housing	NH Housing Authority	1-800-640-7239 1-800-439-7247
Humane Society	NH SPCA	1-603-772-2921
Hunting License	Walmart	1-603-382-2839
Landfill	Plaistow Highway Department	1-603-382-6771
Legal Assistance	Legal Advice & Referral Center	1-800-639-5290
Legal	www.nhlegalaid.org	1-603-224-3333
Library	Plaistow Public Library	1-603-382-6011
Marriage License	Plaistow Town Clerk	1-603-382-8129
Meals on Wheels	Vic Geary Center	1-603-382-5995
Medical: Health	NH Health Access Network	1-603-225-0900 x 3
	Families First	1-603-422-8208
Choosewellsense.org	Well Sense Health Plan-Medicaid	1-877-492-6965
Healthcare.Gov	Affordable Health Care Enrollment	1-800-318-2596
Medical Equipment	Loaner's Closet (donations too)	1-603-432-0877
Mental Health	Center for Life Management	1-603-434-1577
Change Direction Campaign	24 hour treatment referral	1-800-662-4357
Mortgage Assistance	Homeowners Hope Hotline	1-888-995-4673
	Housing Partnership	1-603-766-3120
Home Modification Program	Community Action	1-800-856-5525x1145
Notary	Plaistow Town Hall	1-603-382-5200 X266
Off Road Vehicle Registration	Plaistow Power Sports	1-603-612-1000
Parenting Problems	Parents Anonymous	1-800-750-4494
	Planned Parenthood	1-603-772-9315
Passport	Federal Building	1-800-443-5847
Planning Board	Plaistow Planning Office	1-603-382-7371 X202
Plumbing Permit	Plaistow Building Department	1-603-382-1191 X259
Poison Control Center Hotline	Poison Center	1-800-222-1222
Police Station (non-emergency)	FitzGerald Safety Complex	1-603-382-6816
Post Office	U.S. Post Office	1-603-382-8529
Prescriptions	NH Medication Bridge Program	1-800-852-3456
	Governors' Office Citizen Services	1-603-271-2121
Property Taxes	Plaistow Tax Collector	1-603-382-8611 X281
NH Program	Low Income Taxpayer Project	1-603-228-6028
Recreation & Parks	Plaistow Recreation Department	1-603-382-5200 X204
Recycling & Curbside Removal	JRM Hauling	1-800-323-4285
Red Cross	Merrimack Valley Chapter	1-978-683-2465
Roads & Streets	Plaistow Highway Department	1-603-382-6771
School Administration Unit	Timberlane Regional School District	1-603-382-6119
School –Elementary	Pollard Elementary School	1-603-382-7146
School – Middle	Timberlane Regional Middle School	1-603-382-7131



Town of Plaistow, New Hampshire

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WHERE PLAISTOW RESIDENTS CAN CALL FOR HELP (Continued)

School – High	Timberlane Regional High School	1-603-382-6541
Secretary of State	Office of Secretary of State	1-603-271-3242
Senior Citizen Center	Vic Geary Center	1-603-382-5995
Senior Services	Elderly & Adult Abuse/ Neglect	1-800-949-0470
	Elder Medicaid, Food, Cash	1-800-852-0632x6
	SERVICE LINK	1-866-634-9412
	SENIOR SUPPLEMENTAL FOOD	1-800-942-4321
Social Security		
	Social Security Administration	1-866-964-4324
Suicide/ Emotional Crisis	Crisis Hotline	1-800-273-8255
Superior Court	Rockingham Clerk of Courts	1-855-212-1234
TECHNOLOGY ASSIST		
Assistive devices for hearing, voice and speech disabilities		
Computer Technology Assistance Corps	www.nidcd.nih.gov/health/hearing/ pages/assistive-devices.aspx	
Town Ordinances	www.ctac-nh.org	
Transportation	Plaistow Code Enforcement Officer	1-603-382-1191 X259
	Granite State Independent Living	1-800-826-3700
	Retired Sr. Volunteer Program	1-603-436-4310
	Seacoast Chair Car Service, LLC(fee)	1-603-926-5801
	Lamprey Senior Transportation	1-800-582-7214
CART		
Unemployment Comp.	Area Transportation	1-603-434-3569
United Way	NH Dept. of Employment Security	1-603-893-9185
	Resource for NH	1-603-625-6939
Voter Information	http://app.sos.nh.gov	
<u>VETERANS'</u>		
Veterans Crisis Line	Veterans Help	1-800-273-8255 X1
Veterans Services, NH State	Veterans Administration-NH	1-800-622-9230
Office of	VA- REGIONAL OFFICE	1-800-827-1000
NH Nat'l Guard State Family	Family Assistance Center	1-603-715-3741
NH Care Path/Easter Seals	Veterans' Service	1-844-427-5838/315-4354
Harbor Homes	Veteran Homelessness	1-603-882-3616
Visiting Nurses	Rockingham VNA	1-603-772-2981
Volunteer New Hampshire	Volunteer Programs -Opportunities	1-800-780-8058
Voter Registration	Plaistow Town Clerk	1-603-382-8129
Welfare – State of NH	NH Dept. of Human Services	1-800-852-3345



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