

TOWN OF EAST KINGSTON

EMERGENCY CALLS DIAL 911

BUSINESS CALLS

- Building Inspector.....642-8406**
Elementary School.....642-3511
Emergency Management.....642-3141
Fire/Burn Permits.....642-3141
Fire Department.....642-3141 Non-emergency
Police Department.....642-5427 Non-emergency
Public Library.....642-8333
Monday 9 AM - 7 PM, Tuesday 3 PM - 7 PM, Wednesday 9 AM - 7 PM,
Thursday 3 PM - 7 PM, Friday 9 AM - 1 PM, Saturday 9 AM - 3 PM.
Sunday Closed.
- Recycling Pick-up.....642-8406**
Recycling every other Monday 7 AM curbside.
- Rubbish Pick-up.....642-8406**
Rubbish every Monday 7 AM curbside.
- Selectmen's Office.....642-8406**
Monday - Friday 8 AM - 4 PM Notary
- State Police.....679-3333** Non-emergency
- Town Cemeteries.....642-8406**
- Town Clerk/Tax Collector.....642-8794**
Mon. 8:00 AM - 5:00 PM, Tues. 8:00 AM - 2:30 PM,
Wed. 6:00 PM - 8:00 PM, Thur. 8:00 AM - 2:30 PM, Fri. 8:00 AM - 2:30 PM.
Notary/JP services available during office hours
- Town Official Website.....eastkingstonnh.org or eknh.org**



**ANNUAL REPORTS
OF THE
SELECTMEN, TAX COLLECTOR, TOWN CLERK,
TRUSTEES OF THE CEMETERY,
TRUSTEES OF THE PUBLIC LIBRARY,
TRUSTEES OF THE TRUST FUNDS
AND TREASURER**

**FOR THE YEAR ENDING
DECEMBER 31, 2018**

BOARD OF EDUCATION AND SCHOOL TREASURER

**FOR THE YEAR ENDING
JUNE 30, 2018**

TOGETHER WITH THE VITAL STATISTICS OF THE

**TOWN OF EAST KINGSTON
NEW HAMPSHIRE
2018**

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**TOWN OFFICERS
ELECTED OFFICERS**

Board of Selectmen (RSA 41:8 to 8-E) 3 year term

2019	Erin Pettinato	347-1308
2020	Richard S. Poelaert	642-3406
2021	Justin B. Lyons	617-850-2246

Moderator (RSA 40:1) 2 year term

2020	Keri J. Marshall	642-5311
2019	Philip C. Marshall, Asst. (Appt.)	642-5311

Road Agent (RSA 231:62 to 62-B) 1 year term

2021	Mark Brinkerhoff	642-3061
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Supervisors of the Checklist(RSA 41:46-a) 6 year term

2020	Elizabeth B. Leach	642-6271
2022	Sandra Williams	347-5373
2024	Margery R. Young	642-3103

Town Clerk/Tax Collector (RSA 41:45-A) 3 year term

2019	Barbara A. Clark	642-8794
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Treasurer (RSA 41:26 to 26B) 3 year term

2019	Barbara K. Smith	642-9954
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Trustees of the Cemetery (RSA 31:22) 3 year term

2019	Barbara A. Clark	642-4795
2020	James Clark	642-4795
2021	Stephen McMillan	

Trustees of the Public Library (RSA 202-A:6) 3 year term

2019	Laura Branting	
2019	Deborah Hobson Alternate, (Appointment)	
2020	Nancy Parker	
2020	Sarah J. Courchesne	394-2026
2021	Sandra G. Courchesne	
2021	Conrad V. Moses	702-2553

Trustees of the Trust Funds (RSA 31:22) 3 year term

2019	Albert Dittman	860-608-9362
2020	J. Roby Day, Jr.	642-7956
2021	Edward A. Lloyd, Jr.	394-7410
2019	Ronald F. Morales, Alt. Appointment	642-8623

NOTE: Elected Officers serve until Town Meeting of year noted

APPOINTED OFFICERS

Animal Control Officer		778-0570
Dec. 2019	Robert A. Marston, DVM	
Dec. 2019	Deborah J. Marston - Deputy	
Dec. 2019	Richard C. Marston - Deputy	
Board of Adjustment (RSA 673:5)		642-8406
Dec. 2020	John V. Daly, Chairman	
Dec. 2019	David E. Ciardelli	
Dec. 2020	Frank Collamore	
Dec. 2021	Timothy J. Allen	
Dec. 2021	Paul E. Falman	
Dec. 2021	Edmund Robbins	
	*Barbara A. White, Secretary	
Building Inspector		642-8406
Dec. 2019	John E. Moreau, Jr.	
Dec. 2019	Thomas L. Welch, Sr.	
Conservation Commission		642-8406
Mar. 2020	Dennis G. Quintal, Chairman	
Mar. 2020	Karen Quintal	
Mar. 2020	Vicki Brown	
Mar. 2019	Robert Courchesne	
Mar. 2021	Marilyn B. Bott	
Deputy Town Clerk/Tax Collector		642-8794
Dec. 2019	Judith M. Cash- Assistant	
Deputy Treasurer		642-8406
Dec. 2019	Kory Skalecki	
Emergency Management		642-8406
Dec. 2019	Michelle Cotton-Miller	
Dec. 2019	Laurie A. McCarter, Deputy	
Energy Committee		
Dec. 2019	Ronald F. Morales-resigned 12/17/18	642-8623
Dec. 2019	Robert Nigrello	
Dec. 2019	Laurel Urwick	
Fire Department	Emergency Business	911
Dec. 2019	Edward G. Warren, Fire Chief	642-3141

Fire Wardens (Deputies - State appointed) 3 year term

Dec. 2021	Adam J. Mazur	642-8033
Dec. 2021	Timothy Conti	642-3141
Dec. 2021	Matthew L. Gallant	642-5326
Dec. 2021	Michael C. Hall	848-1002
Dec. 2021	Richard S. Urwick	642-6839
Dec. 2021	Edward G. Warren	642-8112

Health Officer (State appointed RSA 128:1) 3 year term

Mar. 2019	Peter J. Mahar	475-3167
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Library

642-8333

- * Tracy J. Waldron, Librarian
- * Diane S. Sheckells, Asst. Librarian
- * Carly M. Belcher, Library Aide
- * Heather M. Lindsay, Library Aide
- * Emerson F. Trimmer, Library Page
- * Zoe Sucu, Library Aide

Planning Board (RSA 673:5)

642-8406

Mar. 2020	Joseph M. Cacciatore, Chairman
Mar. 2019	Robert A. Marston, DVM
Mar. 2020	Joshua D. Bath
Mar. 2020	William R. Caswell
Mar. 2021	Timothy J. Allen
Mar. 2021	Ronald F. Morales
Mar. 2021	Emily Andersen, Alternate
Mar. 2019	Richard S. Poelaert, Ex-Officio
Mar. 2019	Erin J. Pettinato, Ex-Officio Alternate
Mar. 2019	Justin B. Lyons, Ex-Officio Alternate
	* Barbara A. White, Secretary

Police Department

Emergency 911

Business

642-5427

- Michael C. LePage, Chief
- Craig R. Charest, Sergeant
- Mark A. Heitz
- Jerrald A. Heywood
- Clayton A. Jervis, Corporal
- Charles Rodolakis
- Eric T. Vichill
- * Cherice M. Chiasson, Secretary

Recreation Committee 642-8406

Dec. 2019 Benjamin Darby
Dec. 2019 Michael Farrand
Dec. 2019 Andrew Herum
Dec. 2019 Justin Lyons
Dec. 2019 Steve Rancourt
Dec. 2019 Laura Smith
Dec. 2019 Bryan P. Wall, Chairman

Rockingham Planning Commission 778-0885

Mar. 2022 Edward G. Warren 642-8112

Safety Committee 642-8406

Dec. 2019 Cheryll A. Hurteau, Chairman
Dec. 2019 Craig R. Charest
Dec. 2019 Keith Hurteau
Dec. 2019 Edward G. Warren

Solid Waste and Recycling Committee

Dec. 2019 Ronald F. Morales 642-8623
Dec. 2019 Robert Caron
Dec. 2019 Daniel L. Guilmette
Dec. 2019 William E. Staples

Town Custodian 642-8406

* Keith Hurteau

Note: * Indicates Town employees, not appointed

Town Office Staff 642-8406

- * Cheryll A. Hurteau, Town Office Manager
- * Deborah R. Aubert, Administrative Assistant

Welfare Agent 642-8406

Dec. 2019 Cheryll A. Hurteau, Welfare Officer
Dec. 2019 Deborah R. Aubert, Deputy Welfare Officer

Contracted Auditors

Plodzik & Sanderson Professional Association 225-6996

Note: * Indicates Town employees, not appointed

STATE OF NEW HAMPSHIRE

Governor

Christopher T. Sununu **271-2121**
State House, 107 North Main St., Concord, NH 03301

State Representatives District 16

Dan J. Davis **394-7591**
6 Oakridge Road, Kensington, NH 03833

State Representatives District 35

Deborah L. Hobson **642-7252**
3 Woldridge Lane, East Kingston, NH 03827

State Senator District 23

Jon Morgan **271-3661**
State House Room 107, Concord, NH 03301

Governor's Executive Council District 3

Russell E. Prescott **271-3632**
50 Little River Road, Kingston, NH 03856

County Commissioner District 1

Kevin St. James **679-9350**
119 North Road, Brentwood, NH 03833

UNITED STATES

U.S. Senators

Jeanne Shaheen **202-224-3324**
Senate Office Bldg., 520 Hart, Washington DC, 20510

Margaret Wood Hassan **202-224-3324**
B85 Russell Senate Office Bldg., Washington DC, 20510

U.S. Congressman

Chris Pappas **888-216-5373**
660 Central Ave., Dover, NH 03820

TOWN OF EAST KINGSTON BOARD OF SELECTMEN

Charles W. Monahan	1940-1955
Ralph B. West, Jr.	1950-1956
Frederic L. Smith	1954-1963 / 1970-1973
Richard G. Kelley	1955-1962
Guy E. Nickerson	1956-1964
Marshall G. Bean	1962-1967
Ernest J. Moreau	1963-1969
Wesley S. Nickerson	1964-1971
Richard F. Connelly	1967-1970
Richard B. Pelley	1969-1972
William R. Osgood	1971-1974
Daniel T. Bodwell	1972-1979
David C. Andrzejewski	1973-1980 / 1983-1985
Henry F. Lewandowski, Jr.	1974-1977
William V. Chouinard, Jr.	1977-1978
Richard A. Smith, Jr.	1978-1984
Walter B. Schotterbeck	1979-1982
Donald C. Andolina	1980-1983 / 1987-1993 / 1997-2002
Nathaniel B. Rowell	1982-1989
Barbara M. Metcalf	1984-1987
Donald H. Clark	1985-1988
Raymond R. Donald	1988-1997 / 1999-2005
William A. DiProfo	1989-1995
Joseph C. Cacciatore	1993-1996
Andrew L.T. Berridge	1995-1998
James Roby Day, Jr.	1996-1999
John L. Fillio	1998-2004

TOWN OF EAST KINGSTON BOARD OF SELECTMEN

Matthew B. Dworman	2003-2006 /2009-2018
Ronald F. Morales	2004-2007 /2013-2016
Robert J. Forrest	2005-2008
Robert A. Caron	2006-2009
Richard S. Poelaert	2007-2010/2011-2013/2014-Present
David R. Pendell, Jr.	2008-2011
Kimberley I. Casey	2010-2011
Mark A. Cook	2011-2014
Erin J. Pettinato	2016-Present
Justin B. Lyons	2018-Present

TOWN OF EAST KINGSTON
First Session of the 2018 Annual Meeting
Deliberative Session – February 6, 2018

Selectmen

Matthew B. Dworman, Chairman
Erin Pettinato
Richard Poelaert

Barton L. Mayer, Town Counsel
Keri J. Marshall, Moderator
Barbara A. Clark, Town Clerk

The Moderator, Keri Marshall, called the meeting to order at 7:00 pm with 64 residents in attendance.

Matthew Dworman made a motion to approve Article 2 and read it in its entirety.

2. Shall the Town of East Kingston raise and appropriate as an operating budget, not including appropriations by special warrant articles 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 \$2,897,998. Should this article be defeated, the default budget shall be \$2,920,141 which is the same as last year, with certain adjustments required by previous action of the Town of East Kingston 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. This operating budget article doesn't contain appropriations contained in any other warrant articles.

MAJORITY VOTE REQUIRED

Seconded: Erin Pettinato

Discussion: Abigail Mills, after reviewing the MS-636, asked why the Board of Selectmen were underfunding by a significant amount, specifically highways and streets, as well as street lighting and pest control. She said last year \$455,179 was budgeted for highways and streets but expenditures were almost \$100,000 over and this year they are recommending underfunding it.

Matthew Dworman said with regard to highway and streets, they received, unexpectedly, about \$50,000 from the State as did most towns in NH. He also said they had encumbered some funds not spent in 2016 that were spent last year.

Abigail asked about revenues listed, specifically other licenses, permits, and fees. She said they are budgeting for an expected revenue of \$16,704 when last year the actual revenues were \$10,504. She asked why they are expecting a large jump in other licenses, permits, and fees?

Matthew said a lot of these are unknown and it is their best guess.

Cheryll Hurteau, Town Office Manager, said revenues are based on actual spending and she works with the Department of Revenue in providing these numbers. Cheryll said she works with the department heads, and they look ahead to see what they might anticipate, i.e. motor vehicle revenues, building permit revenues, etc. She said it is an educated guess but it is based on actual numbers as much as it possibly can be.

Abigail asked for clarification of what other licenses, permits, and fees includes and Cheryll said hunting licenses, fishing licenses, and pistol permits. She said there are many things that go into this category. Cheryll said they do their best with the numbers they have.

Abigail questioned what 3503-3509, other miscellaneous revenues was. She said it went from \$5,477 last year to \$33,172. Cheryll said, again, these numbers are based on actuals.

Matthew said the report everyone has in front of them is the MS-636. He said a breakdown of budget line items was available at the Budget Hearing.

Abigail asked what the \$121,000 towards Capital Reserve Funds was from and Cheryll said those are the combined amounts of all the warrant articles and one expendable trust fund they are asking you to vote on.

Vote on Article 2 as written: Passed
Article 2 will appear on the ballot as written.

Motion to not reconsider Article 2: Matthew Dworman
Seconded: Erin Pettinato
Voted: Passed

Matthew Dworman made a motion to approve Article 3 and read it in its entirety.

3. To see if the Town will vote to raise and appropriate the sum of ten thousand dollars (\$10,000) to be added to the existing Revaluation Capital Reserve Fund established at Town Meeting 1991 for the purpose of the next revaluation of the Town, as required every five years by NH RSA

75:8-a.

MAJORITY VOTE REQUIRED

Seconded: Erin Pettinato
Discussion: None

Vote on Article 3 as written: Passed
Article 3 will appear on the ballot as written.

Motion to not reconsider Article 3: Matthew Dworman
Seconded: Erin Pettinato
Voted: Passed

Matthew Dworman made a motion to approve Article 4 and read it in its entirety.

4. To see if the Town will vote to raise and appropriate the sum of eleven thousand dollars (\$11,000) to be added to the existing Library Building Major Repair/Replacement Reserve Fund established at 2010 Town Meeting for the purpose of funding long-term repairs and replacements for the library building.
MAJORITY VOTE REQUIRED

Seconded: Erin Pettinato
Discussion: None
Vote on Article 4 as written: Passed
Article 4 will appear on the ballot as written.

Motion to not reconsider Article 4: Matthew Dworman
Seconded: Erin Pettinato
Voted: Passed

Matthew Dworman made a motion to approve Article 5 and read it in its entirety.

5. To see if the Town will vote to raise and appropriate the sum of fifty thousand dollars (\$50,000) to be added to the existing Fire Apparatus Capital Reserve Fund established at the 1999 Town Meeting for the purpose of acquiring fire apparatus.
MAJORITY VOTE REQUIRED

Seconded: Erin Pettinato
Discussion: None
Vote on Article 5 as written: Passed
Article 5 will appear on the ballot as written.

Motion to not reconsider Article 5: Matthew Dworman
Seconded: Erin Pettinato
Voted: Passed

Matthew Dworman made a motion to approve Article 6 and read it in its entirety.

6. To see if the Town will vote to raise and appropriate the sum of ten thousand dollars (\$10,000) to be added to the existing Fire Department/Emergency Operations Center Land &/or Build-

ing Capital Reserve Fund established at the 2012 Town Meeting for the purpose of the acquisition of land and/or building or construction of building for a Fire Station/Emergency Operations Center.

MAJORITY VOTE REQUIRED

Seconded: Erin Pettinato

Discussion: None

Vote on Article 6 as written: Passed

Article 6 will appear on the ballot as written.

Motion to not reconsider Article 6: Matthew Dworman

Seconded: Erin Pettinato

Voted: Passed

Matthew Dworman made a motion to approve Article 7 and read it in its entirety.

7. To see if the Town will vote to establish a cistern/hydrant repair/replace Capital Reserve Fund

under the provisions of RSA 35:1 for the purpose of repairing or replacing existing cisterns or hydrants and to raise and appropriate the sum of fifteen thousand (\$15,000) to be placed in this fund. Further, to name the Board of Selectmen as agents to expend from said fund.

MAJORITY VOTE REQUIRED

Seconded: Erin Pettinato

Discussion: Robert Nigrello asked if this was a new fund. Matthew Dworman said there are a number of dry hydrants in town that are connected to the fire ponds and some of them are connected to cisterns, which are essentially underground storage tanks, made out of concrete. Matthew said when they were installed they were designed to last 30 years and some of those are approaching 30 years. He said the Fire Chief is looking at options as to whether they need to be replaced or if they can be repaired. He said he understands there are now liners that are available. He said it is going to be an expense at some point, and they need to be prepared and start being proactive.

Edward Warren, Fire Chief, said there are a number of hydrants in town that are nonfunctional. He said none of them are in critical locations. The cost to replace is \$60,000-\$70,000 and by putting aside \$15,000 each year is a good idea. He said the town has always had a covenant with the over 55 communities but after so many years, it falls back on the town. He said they are going to have to start replacing some of these in the near future.

Vote on Article 7 as written: Passed

Article 7 will appear on the ballot as written.

Motion to not reconsider Article 7: Matthew Dworman

Seconded: Erin Pettinato

Voted: Passed

Motion to not reconsider Article 7: Matthew Dworman
Seconded: Erin Pettinato
Voted: Passed

Matthew Dworman made a motion to approve Article 8 and read it in its entirety.

8. To see if the Town will vote to establish an Expendable Trust Fund under the provisions of RSA 31:19-a for the purpose of defraying cemetery maintenance and administration expenses and to raise and appropriate the sum of twenty seven thousand six hundred ninety five dollars (\$27,695) to be placed into this fund and further to name the East Kingston Cemetery Trustees as agents to expend from this fund. This initial funding shall be from those funds presently held by the Cemetery Trustees and shall not be raised through taxes.

MAJORITY VOTE REQUIRED

Seconded: Erin Pettinato

Discussion: Roby Day introduced a new Trustee of the Trust Fund alternate, Ronald Morales. Roby welcomed Ronald and said he brings experience and financial expertise to the board.

Roby made a motion to amend Article 8 and instead of the sum of \$27,695 change the amount to \$16,664.19.

Roby said we need a capital reserve fund for the cemeteries for all the same reasons we have one for the school and town. He said in doing this they will be providing a solution, a place to put certain revenues if Article 9 passes. He said the capital reserve fund motion can't stand alone by itself and the intent is to get to Article 9. He said in 2014, there was a change to the cemetery RSA 289 which allows them to direct lot sales in cemeteries to an expendable trust fund. He said these two warrant articles together will work.

Roby shared the following history: In 1897, John Gale made a bequest of his parents' property in East Kingston, located at the corner of Main Street and Haverhill Road, the Gale House. The bequest was he was going to give the house and property to the town with a stipulation that the annual taxation from this property would be put to use in maintaining the Gale Cemetery (Hillside Cemetery, presently). At Town Meeting in 1898, the town accepted it, and in the process established the very first cemetery committee, with three residents serving on this committee. They agreed to accept the terms of the trust. It wasn't until 1995 the first cemetery trustees were elected which was the result of a new RSA 289 which established the cemetery rules on how municipalities included electing cemetery trustees. The cemetery committee, at that time, became the cemetery trustees. The monies they were using, which they were using up until last year, were being used for the original intended purpose; however, RSA

289 doesn't allow for this. The cemetery trustees were not trying to hide anything as they reported their finances in the town reports. This wasn't picked up on until 2017. In 1993 and prior, all cemetery lot sales included the caveat "perpetual care" and going forward that appeared to still be the case. The rules and regulations specified all lot sales would have the caveat of perpetual care. Come 2009, in the town report, the cemetery trustees changed the language and deleted perpetual care. With perpetual care, only the income from the money used to buy the lot could be used to maintain the lot. In 2009, the rules and regulations changed the whole approach to selling lots. Instead of the lot having perpetual care, it was just a simple lot sale, real estate transaction. The Trustees of the Trust Funds have found 52 undocumented perpetual care trusts and they are going to have to figure this one out. There is an accounting ledger from 1993 to present to assist them in obtaining this information. In the bank account, \$9,386.73, is Trust Fund Trustee money and the rest, \$16,664.19, is town revenue. In 2011, the cemetery trustees came to the Trust Fund Trustees and asked them to create a private cemetery maintenance trust fund and yearly thereafter the cemetery trustees provided funds for the trust that was created. Today, the amount is \$9,578.60. The RSA authority used to establish the trust had no bearing on private trusts so the Trust Fund Trustees are looking at \$9,578.60 that legitimately is town revenue. If Article 9 fails, the town will get \$26,242. The Trust Fund trustees plan is to get Article 9 passed which would enable them to redirect lot sales money into a capital reserve fund, especially for cemetery maintenance. The RSA is a fairly new one and the plan the Trust Fund Trustees have is the result of serious consultation with the Assistant Director of Charitable Trusts, Terry Knowles, Department of Justice. Roby said these monies the cemetery trustees have been holding onto and using for their own work is legitimate. Roby praised the cemetery trustees for the marvelous job they have done maintaining the cemeteries.

Second on Amendment: Ted Lloyd
Vote on Article 8 as amended: Passed
Article 8 will appear on the ballot as amended.

To see if the Town will vote to establish an Expendable Trust Fund under the provision of RSA 31:19-a for the purpose of defraying cemetery maintenance and administration expenses and to raise and appropriate the sum of sixteen thousand six hundred sixty four dollar and nineteen cents (\$16,664.19) to be placed into this fund and further to name the East Kingston Cemetery Trustees as agents to expend from this fund. This initial funding shall be from those funds presently held by the Cemetery Trustees and shall not be raised through taxes.
MAJORITY VOTE REQUIRED

Motion to not reconsider Article 8: Edward Warren
Seconded: Robert Nigrello
Voted: Passed

Matthew Dworman made a motion to approve Article 9 and read it in its entirety.

9. To see if the Town will vote, in accordance with RSA 289:2-a, to direct all proceeds from cemetery lot sales be deposited with the Trustees of Trust Funds in the Cemetery Maintenance and Administration Expendable Trust Fund for the maintenance of cemeteries. (This Article is contingent upon the passage of Article 8).
MAJORITY VOTE REQUIRED

Seconded: Erin Pettinato

Discussion: Roby Day said in 2014, RSA 289 was modified and it simply enables the Trust Fund Trustees to redirect the money from lot sales, the lot, the plot, and the 4 corner markers, into a capital reserve fund that can be used for cemetery maintenance. He said if this is approved the town will still get around \$7,500 in residuals.

Vote on Article 9 as written: Passed

Article 9 will appear on the ballot as written.

Motion to not reconsider Article 9: Matthew Dworman

Seconded: Erin Pettinato

Voted: Passed

Matthew Dworman made a motion to approve Article 10 and read it in its entirety.

10. To see if the Town will vote to raise and appropriate the sum of fifteen thousand dollars (\$15,000) to be added to the existing Police Department Building Long Term Maintenance Costs Capital Reserve Fund established at 2016 Town Meeting for the purpose of funding long term maintenance costs for the Police Department Building.
MAJORITY VOTE REQUIRED

Seconded: Erin Pettinato

Discussion: None

Vote on Article 10 as written: Passed

Article 10 will appear on the ballot as written.

Motion to not reconsider Article 10: Erin Pettinato

Seconded: Matthew Dworman

Voted: Passed

Matthew Dworman made a motion to approve Article 11 and read it in its entirety.

11. To see if the Town will vote to raise and appropriate the sum of ten thousand dollars (\$10,000) to be added to the existing Police Department long term Equipment Replacement Fund established at the 2016 Town Meeting for the purpose of funding long term equipment replacement costs for the Police Department.
MAJORITY VOTE REQUIRED

Seconded: Erin Pettinato

Discussion: None

Vote on Article 11 as written: Passed

Article 11 will appear on the ballot as written.

Motion to not reconsider Article 11: Matthew Dworman

Seconded: Erin Pettinato

Voted: Passed

Matthew Dworman made a motion to approve Article 12 and read it in its entirety.

12. To see if the Town will vote to authorize the Trustees of the East Kingston Public Library to negotiate and execute agreements, including a 20-year license and easement (with possible extensions up to 30 years), with Revision Energy of Brentwood, New Hampshire, and to take actions and execute documents reasonably related thereto, necessary to facilitate a Power Purchase Agreement for the purpose of locating a solar energy system that will serve the East Kingston Public Library; including an option to purchase the system, and to otherwise purchase all of the energy produced by the system at a starting rate of \$0.1050/kWh or such other rate as may be approved by the Board of Selectmen and the Trustees of the East Kingston Public Library. This has no effect on the tax rate. The Board of Selectmen and the Trustees of the East Kingston Public Library recommend this article.

MAJORITY VOTE REQUIRED

Seconded: Erin Pettinato

Discussion: Sarah Courchesne, Library Trustee, said the library presently has a small solar installation on the roof of the library which was installed a few years ago. She says it only delivers about 20% of the library's electricity. She said they have always had a goal of installing more solar power so they could meet 100% of their electricity needs. She said they found out about this option, Power Purchase Agreement, and it is available to municipalities. Rather than paying up front for the system or leasing the system, the solar installer, in this case Revision Energy, installs the panels on the roof at their own expense. The library will not pay for the panels nor will they own them. They will pay Revision for the energy generated by the panels. She said they would have to agree to buy all the energy produced by the panels and it is sized so it would be about all the energy you would need. Anything the library didn't need, would be fed back into the grid. She said the idea is they would pay Revision as if they were their electric company and then at year seven of having this installed on the roof, would have the option of purchasing the system. She said at that point, because the value of these systems declines pretty rapidly over time, they could buy the system for a much-reduced cost. She said they aren't obligated to purchase the system after seven years and they can exercise that option anywhere out to 20 years at which point they would be buying a system that would cost about \$3,000, an estimated amount. She said if this warrant article were approved, they would be producing 100% green energy for the library and investing in the option to be generating all of their electricity for free.

Ted Lloyd asked for an estimate on what the value of the system would be after seven

years. Sarah said they can't give them a firm idea but she said if they were actually paying for this system today, it would cost about \$70,000. She said the estimates at seven years, might be around \$15,000-\$20,000 and then if they kicked it all the way out to 20 years, it would be around \$5,000.

Abigail Mills asked if these panels were going on the roof and Sarah said they would be and they would be in addition to the small system the library has up there now. Abigail asked if there has been any significant thought going into putting more money into the repair/replacement capital reserve fund since solar tends to wear on roofs a little faster than normal. Sarah said they do have a library maintenance reserve fund that has built into it the cost of replacing the roof. If they do need a roof, it wouldn't reduce the life span of the roof by enough for them to ask for more money in the maintenance reserve fund. She said they do have money in there to replace the roof when it comes due.

Abigail directed a question to the Fire Chief and asked if the fire department has been looking at solar panels and firefighting as far as venting and issues with that. She said she knows it has been a code issue in Portsmouth and other towns.

Edward Warren said solar panels are a big issue. He said it is one of the reasons the solar panels are on the ground in Brentwood. He said they are an issue on rooftops of buildings. He said you can't deactivate them and firefighters can't go on a roof when there is a solar panel up there. He said they can't cut through it even if there is no power. Abigail asked if this would be something we could make contingent upon the review and approval of the fire department because it is a public building. Edward Warren said if it is a small enough system, it is not going to take up a much bigger footprint than what is already there. He would just have to see the plans.

Sarah said if you approved this warrant article, it would give them permission to enter into this contract. She said it is not saying they are agreeing to enter into this contract.

Abigail said since solar companies tend to come and go, what is the contingency for five years down the line and the company closes up. Do they take their panels with them? Sarah said they have been working on a contract with them that delineates all of that and she said they do not have the finalized language of the contract yet. She said Bart has been taking a look at the contract and they are still at the phase where they can modify the language.

Ronald Morales asked if we get any revenue at all from this in the initial years. Sarah said they get all the revenue only if they own the system. The revenue they get from the solar panels they currently have in place and own is in the neighborhood of about \$200-\$300 a year from the utilities.

Ronald Morales said currently the town has a contract with Provided Power which they

negotiated last October and it goes through this December. He said the cost is \$0.07837/kWh which is about 2.663 less, a \$450 difference. He said from his experience running the Energy Committee, they have never paid \$0.1050/kWh. He said he has a concern with that number, especially with the new tax rate for utilities. He said they are already talking about lowering the electric rate to us and if Northern Pass goes through or something like it, there are other sources that are going to make this more competitive. He said from his experience, he can't justify knowing what we are using here for utilities. He said one of the things the library could do is LED lamp the place and he said that would drive their light costs down 90%.

Sarah said if they were looking at what is the cheapest way to buy electricity today, it would not be through what they are proposing here. She said they do lock in a rate with Revision and it does increase over the next seven years and they do know they are going to pay more than what is likely going to be the market rate for electricity. They see it as a goal of achieving 100% solar energy on the library. She said they can do it a couple of ways. They could try to raise funds and wait until they have enough to buy the system or they could look at this as an increase in their kWh costs. Their estimates are somewhere close to about \$200 extra a year and they see that as an investment, year after year, and being able to buy the system for much cheaper than they could afford it at this point. She said they feel it is worth the small degree of investment. She said if it is \$200 extra a year, it would be offset by the fact their current panels do generate about \$200-\$300 a year. It is the library's goal of being green and reducing energy consumption overall. She said generating clean energy through solar is one facet of it but the other facet of it is as Ron stated would be reducing how much electricity is used. They had an auditor from Unitol access the property and where they were spending their money and going to LED's was recommended so that is next on their plan. She said the biggest part of their electricity bill every month is what they call a demand charge – it is not the amount of kWh they use it is just a momentary estimate of what is the maximum the library might need to draw from the grid and then they charge them a certain amount of money based on that.

Scott Urwick said if going to LED lights can decrease electric usage in the library by 90%, what would the size of the system look like after going to LED lighting. Sarah said they do not want to over install. She said the auditor that came to look at the property was not estimating 90% but more like 15%. She said in the summer months they are going to be generating more than they need but in the winter months they might not be meeting their demands some of the time.

Laurel Urwick asked if the plan was to keep the cost at \$0.1050/kWh. Sarah said it starts at \$0.1050/kWh and then they work out a schedule. Sarah said the idea is some years they may pay more and other years less.

Edward Warren said he didn't want to mislead anyone as doesn't have a problem with solar panels. He said they will support the library and will find a way to make it work for them.

Jamie Saucier asked if by putting the name of the company on the warrant article is too limiting for the town vote. Sarah asked if he meant getting another PDA with another solar company. She said at this time there is no option of going with another company as the whole process was started back in May or June and the permits that have to go through and Unitil has to approve it. She said they have all those things in place.

Andy Head asked what the life expectancy was of this system. Sarah said about 30-40 years.

Andy asked what the cost would be to purchase the system. Sarah said about \$65,000.

Andy asked what the monthly cost is for electricity. Sarah said they are paying about \$300 a month.

Geraldine Murray asked a question about Revision. She said they did the solar panels in Brentwood and she thinks she read in the Union Leader they were paying \$0.8/kWh so she asked if this could be negotiated. Sarah isn't sure how Brentwood structured their system. Ted Lloyd asked if the negotiation already was complete. Sarah said they haven't signed anything and they could go back to them and see if they could bring the rate down.

Ted Lloyd motioned to amend the article and to strike \$0.1050/kWh and replace it with "some rate as negotiated." Bart said we need to make it clear in the warrant article, what we anticipate paying, so that if there were any questions the article would reflect what we understood our obligation would be in the future. He said he would be reticent about taking out the numbers because the numbers establish a baseline for reference in the future.

Scott asked instead of striking the amount that is there or such other rate, could they say or such lower rate as may be approved by the Board of Selectmen. Bart said that is the problem, you are committing to 20 years. Bart said you need to understand the prices will go up over the years and that is the commitment they are making.

Ronald said one thing that should be struck is that this has no effect on the tax rate. He said it is implying this is free and it is not free. He would like to make an amendment they strike the sentence, this has no effect on the tax rate.

Ted Lloyd said in hearing what town counsel and Sarah said, he would like to withdraw his motion to amend.

Scott Urwick made a motion to amend the article to include "all of the energy produced by the system at a starting rate of \$0.1050/kWh or such other lower starting

rate as may be approved by the Board of Selectmen and the Trustees of the East Kingston Public Library as well as strike the sentence “this has no effect on the tax rate”.

Ronald Morales seconded the amendment.

Vote on Article 12 as amended: Passed

To see if the Town will vote to authorize the Trustees of the East Kingston Public Library to negotiate and execute agreements, including a 20-year license and easement (with possible extensions up to 30 years), with Revision Energy of Brentwood, New Hampshire, and to take actions and execute documents reasonably related thereto, necessary to facilitate a Power Purchase Agreement for the purpose of locating a solar energy system that will serve the East Kingston Public Library; including an option to purchase the system, and to otherwise purchase all of the energy produced by the system at a starting rate of \$0.1050/kWh or such other lower starting rate as may be approved by the Board of Selectmen and the Trustees of the East Kingston Public Library. The Board of Selectmen and the Trustees of the East Kingston Public Library recommend this article.

MAJORITY VOTE REQUIRED.

Matthew Dworman made a motion to not reconsider Article 12

Seconded: Roby Day

Voted: Passed

Matthew Dworman made a motion to approve Article 13 and read it in its entirety.

13. To see if the Town will vote to approve the Town Clerk/Tax Collector to fully participate in the Town of East Kingston Employee Benefit Program. Participation in the program will be based on years of service (under the part time/full time schedule). The Town Clerk/Tax Collector presently has two weeks of vacation with no sick/excused pay.

MAJORITY VOTE REQUIRED

Seconded: Erin Pettinato

Discussion: Matthew said several years ago a warrant article passed which gave Barbara Clark, Town Clerk/Tax Collector, a full time elected position as it was part time in the past. He said the article neglected to specify it would follow the same policies as other full-time town employees because it is an elected position. He said unfortunately, for the past several years, Mrs. Clark has not enjoyed the same benefits as far as sick time and vacation time as other full-time employees. He said this article is to correct this situation.

Vote on Article 13 as written: Passed

Article 13 will appear on the ballot as written.

Matthew Dworman made a motion to not reconsider Article 13

Seconded: Erin Pettinato

Voted: Passed

Other business:

Matt thanked everyone for coming out. He said we are all here because we love this town and we love the town because of the people.

Matt introduced the newest member to the town. He said in December, when Police Chief, Tim Connell left, they appointed Kingston Police Lieutenant, Michael LePage as an Interim Police Administrator. He said he has been doing a good job, getting a lot of paperwork, policies and procedures in order. Matthew said the Board of Selectmen signed a contract this evening to appoint Chief LePage to be our part time police chief for a one-year term. He said their goal is to have one of the existing officers take over and be ready for that position in one year. He said Chief LePage has been doing a great job as an Administrator and acting as a great role model for the existing officers and he welcomed him to the East Kingston family.

Scott Urwick asked if there was reason to believe they didn't have a police officer currently ready to be chief. Matthew said he thinks you would understand that if they didn't hire one of the existing officers as they felt that it wasn't the time to do so.

Scott Urwick asked Matthew how many years he has been Selectman and Matthew replied, 12 out of the last 15 years, and Scott thanked him for his service.

Andy Head said he believed the town voted years ago to hire a full-time police chief and asked if it was voted on in the past, could this be an issue. Bart said he wasn't aware of that vote.

Meeting adjourned at 8:10 pm

Respectfully submitted,

Barbara A. Clark, Town Clerk

*The following articles were amended at the Deliberative Session: Article 8 and Article 12.

**MINUTES OF THE TOWN OF EAST KINGSTON
SECOND SESSION – 2018 ANNUAL TOWN MEETING
VOTING SESSION – MARCH 13, 2018**

The polls were open from 8:00AM until 7:00PM at the East Kingston Elementary School, 5 Andrews Lane, to choose the following officers and vote, by ballot, on the town official ballot, articles 2-13, school district ballot, article 1, and the Exeter Cooperative School District ballot, articles 1-4. We had 416 voters participate, giving us a 25% voter turnout.

Results of election of Town Officials

Selectman, 3 Yr. Term (vote for not more than One)

Laurel Urwick	130
Joshua Jacobs	67
Justin Lyons	211

Moderator, 2 Yr. Term (vote for not more than One)

Keri Marshall	362
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Road Agent, 3 Yr. Term (vote for not more than One)

Mark Brinkerhoff	264
Peter J. Freeman	109

Trustee of the Cemetery, 3 Yr. Term (vote for not more than One)

Stephen McMillan	353
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Trustee of the Cemetery, 2 Yr. Term (vote for not more than One)

D. James Clark	354
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Trustee of the Public Library, 3 Yr. Term (vote for not more than Two)

Sandra G. Courchesne	296
Conrad Moses	221

Trustee of the Public Library, 1 Yr. Term (vote for not more than One)

Laura Branting	347
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Trustee of the Trust Fund, 3 Yr. Term (vote for not more than One)

E. A. "Ted" Lloyd	348
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Supervisor of the Checklist, 6 Yr. Term (vote for not more than One)

Margery R. Young	352
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2. Shall the Town of East Kingston raise and appropriate as an operating budget, not including appropriations by special warrant articles 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 \$2,897,998. Should this article be defeated, the default budget shall be \$2,920,141 which is the same as last year, with certain adjustments required by previous action of the Town of East Kingston 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. This operating budget article doesn't contain appropriations contained in any other warrant articles.

MAJORITY VOTE REQUIRED

YES 330 NO 67

3. To see if the Town will vote to raise and appropriate the sum of ten thousand dollars (\$10,000) to be added to the existing Revaluation Capital Reserve Fund established at Town Meeting 1991 for the purpose of the next revaluation of the Town, as required every five years by NH RSA 75:8-a.

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board Vote).

YES 284 NO 114

4. To see if the Town will vote to raise and appropriate the sum of eleven thousand dollars (\$11,000) to be added to the existing Library Building Major Repair/Replacement Reserve Fund established at 2010 Town Meeting for the purpose of funding long-term repairs and replacements for the library building.

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board Vote).

YES 261 NO 138

5. To see if the Town will vote to raise and appropriate the sum of fifty thousand dollars (\$50,000) to be added to the existing Fire Apparatus Capital Reserve Fund established at the 1999 Town Meeting for the purpose of acquiring fire apparatus.

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board Vote).

YES 253 NO 152

6. To see if the Town will vote to raise and appropriate the sum of ten thousand dollars (\$10,000) to be added to the existing Fire Department/Emergency Operations Center Land &/or Building Capital Reserve Fund established at the 2012 Town Meeting for the purpose of the acquisition of land and/or building or construction of building for a Fire Station/ Emergency Operations Center.

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board Vote).

YES 255 NO 150

7. To see if the Town will vote to establish a cistern/hydrant repair/replace Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of repairing or replacing existing cisterns or hydrants and to raise and appropriate the sum of fifteen thousand (\$15,000) to be placed in this fund. Further, to name the Board of Selectmen as agents to expend from said fund.

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board Vote).

YES 278 NO 127

8. To see if the Town will vote to establish an Expendable Trust Fund under the provision of RSA 31:19-a for the purpose of defraying cemetery maintenance and administration expenses and to raise and appropriate the sum of sixteen thousand six hundred sixty four dollars and nineteen cents (\$16,664.19) to be placed into this fund and further to name the East Kingston Cemetery Trustees as agents to expend from this fund. This initial funding shall be from those funds presently held by the Cemetery Trustees and shall not be raised through taxes.

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

YES 259 NO 141

9. To see if the Town will vote, in accordance with RSA 289:2-a, to direct all proceeds from cemetery lot sales be deposited with the Trustees of Trust Funds in the Cemetery Maintenance and Administration Expendable Trust Fund for the maintenance of cemeteries. (This Article is contingent upon the passage of Article 8).

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

YES 342 NO 55

10. To see if the Town will vote to raise and appropriate the sum of fifteen thousand dollars (\$15,000) to be added to the existing Police Department Building Long Term Maintenance Costs Capital Reserve Fund established at 2016 Town Meeting for the purpose of funding long term maintenance costs for the Police Department Building.

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board Vote).

YES 251 NO 147

11. To see if the Town will vote to raise and appropriate the sum of ten thousand dollars (\$10,000) to be added to the existing Police Department long term Equipment Replacement Fund established at the 2016 Town Meeting for the purpose of funding long term equipment replacement costs for the Police Department.

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board Vote).

YES 253 NO 148

12. To see if the Town will vote to authorize the Trustees of the East Kingston Public Library to negotiate and execute agreements, including a 20-year license and easement (with possible extensions up to 30 years), with Revision Energy of Brentwood, New Hampshire, and to take actions and execute documents reasonably related thereto, necessary to facilitate a Power Purchase Agreement for the purpose of locating a solar energy system that will serve the East Kingston Public Library; including an option to purchase the system, and to otherwise purchase all of the energy produced by the system at a starting rate of \$.1050/kWh or such other lower starting rate as may be approved by the Board of Selectmen and the Trustees of the East Kingston Public Library. The Board of Selectmen and the Trustees of the East Kingston Public Library recommend this article.

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

YES 242 NO 156

13. To see if the Town will vote to approve the Town Clerk/Tax Collector to fully participate in the Town of East Kingston Employee Benefit Program. Participation in the program will be based on years of service (under the part time/full time schedule). The Town Clerk/Tax Collector presently has two weeks of vacation with no sick/excused pay.

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

YES 325 NO 76

Results of election of School District officials

School Board Member, 3 Yr. Term (vote for not more than One)

James (Jamie) Saucier 357

School District Moderator, 1 Yr. Term (vote for not more than One)
Keri Marshall 373

School District Clerk, 1 Yr. Term (vote for not more than One)
(Write-in)

School District Treasurer, 1 Yr. Term (vote for not more than One)
Erika Larson 363

1. Operating Budget

Shall the East Kingston School District raise and appropriate as an operating budget, not including appropriations by special warrant articles 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 \$2,972,118? Should this article be defeated, the default budget shall be \$2,947,905, which is the same as last year, with certain adjustments required by previous action of the District 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.

The School Board recommends \$2,972,118 as set forth on said budget.

MAJORITY VOTE REQUIRED.

YES 243 NO 123

Results of election of Exeter Region Cooperative School District officers (East Kingston results only)

Exeter Member on Cooperative School Board, for term ending 2021 election:
Margaret (Maggie) Bishop 308

Kensington Member on Cooperative School Board, for term ending 2019 election:
Robert L. Hall 310

Newfields Member on Cooperative School Board, for term ending 2021 election:
Paul Bauer 296

Stratham Member on Cooperative School Board, for term ending 2021 election:
Helen Joyce 301

Cooperative School District Moderator, for term ending 2019 election:
Katherine B. Miller 310

East Kingston Member on Cooperative School District Budget Committee, for term ending 2021 election:
David Pendell 322

Exeter Member on Cooperative School District Budget Committee, for term ending 2021 election:

Lovey Oliff 296

Stratham Member on Cooperative School District Budget Committee, for term ending 2021 election:

Deborah Bronson 148

Penny Lee 114

Article 01: Bond for CMS Addition and Renovations

Shall the District raise and appropriate the sum of \$23,030,776 for the purpose of renovations and additions to the Cooperative Middle School in order to accommodate for changes in programs and expanding needs of the school; \$23,030,776 of such sum to be raised through the issuance of bonds or notes under and in compliance with the Municipal Finance Act, RSA 33:1 et seq., as amended; to authorize the School Board to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project and to comply with all laws applicable to said project; to authorize the School Board to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the School Board to take any other action or to pass any other vote relative thereto; and further, raise and appropriate an additional \$438,704 to meet the necessary financial obligations associated with the project's debt service for the 2018-2019 fiscal year.

The School Board and the Budget Advisory Committee both recommend the adoption of this article. (3/5 ballot vote required for passage)

YES 198 NO 192

Article 02: ERCSD Operating Budget

Shall the District raise and appropriate as an operating budget, not including appropriations by special warrant articles 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 \$58,948.101? Should this article be defeated, the operating budget shall be \$58,337,579 which is the same as last year, with certain adjustments required by previous action of the District 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. The School Board and Budget Advisory Committee both recommend \$58,948,101 as set forth on said budget. (Majority vote required)

YES 210 NO 189

Article 03: Collective Bargaining Agreement

To see if the school district will vote to approve the cost items included in the collective bargaining agreement reached between the Exeter Region Cooperative School Board and the Exeter Cooperative Paraprofessional Association which calls for the following increases in salaries and benefits at the current staffing level:

Fiscal Year	Estimated Increase
2019	\$181,078
2020	\$118,918
2021	\$117,393
2022	\$119,324

and further to raise and appropriate \$181,078 for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. The School Board and the Budget Advisory Committee both recommend this appropriation. (Majority vote required)

YES 233 NO 162

Article 04: CRF for Synthetic Turf Replacement

To see if the school district will vote to raise and appropriate the sum of up to \$50,000 to be added to the Synthetic Turf Replacement Capital Reserve Fund previously established under the provisions of RSA 35:1 for replacement of the synthetic turf field located at Exeter High School. This sum to come from the June 30 undesignated fund balance available for transfer on July 1. No amount to be raised from taxation. The School Board and the Budget Advisory Committee both recommend this appropriation. (Majority vote required)

YES 184 NO 214

Respectfully submitted,

Barbara A. Clark, Town Clerk
East Kingston



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
Town of East Kingston
East Kingston, New Hampshire

We have audited the accompanying financial statements of the governmental activities, major fund, and aggregate remaining fund information of the Town of East Kingston as of and for the year ended December 31, 2017, 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 of 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 adverse and unmodified opinions.

Summary of Opinions

<u>Opinion Unit</u>	<u>Type of Opinion</u>
Governmental Activities	Adverse
General Fund	Unmodified
Aggregate Remaining Fund Information	Unmodified

Basis for Adverse Opinion on Governmental Activities

As discussed in Note 1-B to the financial statements, management has not recorded the capital assets and related accumulated depreciation in the governmental activities, and accordingly, has not recorded depreciation expense on those assets. Accounting principles generally accepted in the United States of America require that capital assets, be capitalized and depreciated, which would increase the assets, net position, and expenses of the governmental activities. The amount by which this departure would affect the assets, net position, and expenses of the governmental activities is not reasonably determinable.

Adverse Opinion

In our opinion, because of the significance of the matter described in the "Basis for Adverse Opinion on Governmental Activities" paragraph, the financial statements referred to above do not present fairly the financial position of the government-wide financial statements of the Town of East Kingston, as of December 31, 2017, or the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Unmodified Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the major fund and aggregate remaining fund information of the Town of East Kingston as of December 31, 2017, and the respective changes in financial position and the respective budgetary comparison for the general fund, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Management's Discussion and Analysis – Management has omitted a Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing 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. Our opinion on the basic financial statements is not affected by the missing information.

Required Supplementary Information – Accounting principles generally accepted in the United States of America require that the Schedule of Town's Proportionate Share of Net Pension Liability (page 27) and the Schedule of Town Contributions (page 28) 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 them 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 East Kingston's basic financial statements. The combining and individual fund schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

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

July 16, 2018

*Plodzik & Sanderson
Professional Association*

EXHIBIT C-1
TOWN OF EAST KINGSTON, NEW HAMPSHIRE
Governmental Funds
Balance Sheet
December 31, 2017

	General	Other Governmental Funds	Total Governmental Funds
ASSETS			
Cash and cash equivalents	\$ 3,653,467	\$ 150,071	\$ 3,803,538
Investments	307,269	294,698	601,967
Accounts receivable (net)	-	43,885	43,885
Taxes receivable	271,705	-	271,705
Total assets	<u>\$ 4,232,441</u>	<u>\$ 488,654</u>	<u>\$ 4,721,095</u>
LIABILITIES			
Accounts payable	\$ 14,582	\$ -	\$ 14,582
Accrued salaries and benefits	39,056	-	39,056
Intergovernmental payable	2,779,281	-	2,779,281
Total liabilities	<u>2,832,919</u>	<u>-</u>	<u>2,832,919</u>
DEFERRED INFLOWS OF RESOURCES			
Unavailable revenue - Property taxes	154,040	-	154,040
FUND BALANCES			
Nonspendable	-	223,710	223,710
Restricted	12,822	74,934	87,756
Committed	308,657	190,010	498,667
Assigned	12,834	-	12,834
Unassigned	911,169	-	911,169
Total fund balances	<u>1,245,482</u>	<u>488,654</u>	<u>1,734,136</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 4,232,441</u>	<u>\$ 488,654</u>	<u>\$ 4,721,095</u>

*SCHEDULE 1
TOWN OF EAST KINGSTON, NEW HAMPSHIRE
Major General Fund
Schedule of Estimated and Actual Revenues (Non-GAAP Budgetary Basis)
For the Fiscal Year Ended December 31, 2017*

	Estimated	Actual	Variance Positive (Negative)
Taxes:			
Property	\$ 1,600,061	\$ 1,612,109	\$ 12,048
Land use change	6,015	6,535	520
Interest and penalties on taxes	30,000	38,214	8,214
Total from taxes	<u>1,636,076</u>	<u>1,656,858</u>	<u>20,782</u>
Licenses, permits, and fees:			
Business licenses, permits, and fees	2,540	2,340	(200)
Motor vehicle permit fees	540,000	567,176	27,176
Building permits	3,500	5,630	2,130
Other	16,704	10,504	(6,200)
Total from licenses, permits, and fees	<u>562,744</u>	<u>585,650</u>	<u>22,906</u>
Intergovernmental:			
State:			
Meals and rental tax distribution	123,301	123,301	-
Highway block grant	97,813	97,812	(1)
State and federal forest land reimbursement	23	23	-
Other	252	9,265	9,013
Federal:			
Other	5,608	5,608	-
Total from intergovernmental	<u>226,997</u>	<u>236,009</u>	<u>9,012</u>
Charges for services:			
Income from departments	<u>34,000</u>	<u>34,231</u>	<u>231</u>
Miscellaneous:			
Interest on investments	1,400	2,235	835
Rent of property	-	200	200
Fines and forfeits	-	220	220
Other	24,977	22,043	(2,934)
Total from miscellaneous	<u>26,377</u>	<u>24,698</u>	<u>(1,679)</u>
Total revenues	2,486,194	<u>\$ 2,537,446</u>	<u>\$ 51,252</u>
Unassigned fund balance used to reduce tax rate	550,000		
Total revenues and use of fund balance	<u>\$ 3,036,194</u>		

SCHEDULE 2
TOWN OF EAST KINGSTON, NEW HAMPSHIRE
Major General Fund
Schedule of Appropriations, Expenditures, and Encumbrances (Non-GAAP Budgetary Basis)
For the Fiscal Year Ended December 31, 2017

	Encumbered from Prior Year	Appropriations	Expenditures	Encumbered to Subsequent Year	Variance Positive (Negative)
Current:					
General government:					
Executive	\$ -	\$ 110,748	\$ 100,961	\$ -	\$ 9,787
Election and registration	-	53,134	48,831	-	4,303
Financial administration	-	131,622	120,666	-	10,956
Revaluation of property	-	18,976	19,789	-	(813)
Legal	-	40,000	7,703	-	32,297
Personnel administration	-	279,186	271,948	-	7,238
Planning and zoning	-	28,837	20,566	-	8,271
General government buildings	-	185,548	131,458	-	54,090
Cemeteries	-	13,832	10,977	-	2,855
Insurance, not otherwise allocated	-	54,605	54,178	-	427
Other	-	20,000	9,194	-	10,806
Total general government	-	936,488	796,271	-	140,217
Public safety:					
Police	-	466,353	427,787	12,834	25,732
Ambulance	-	20,000	8,768	-	11,232
Fire	-	170,100	180,099	-	(9,999)
Building inspection	-	13,800	13,620	-	180
Emergency management	-	41,308	20,202	-	21,106
Total public safety	-	711,561	650,476	12,834	48,251
Highways and streets:					
Highways and streets	15,000	519,724	552,397	-	(17,673)
Street lighting	-	3,200	3,478	-	(278)
Total highways and streets	15,000	522,924	555,875	-	(17,951)
Sanitation:					
Solid waste collection	-	199,000	198,995	-	5
Health:					
Pest control	-	2,500	3,127	-	(627)
Other	-	9,700	6,735	-	2,965
Total health	-	12,200	9,862	-	2,338
Welfare:					
Intergovernmental welfare payments	-	10,975	10,975	-	-
Vendor payments	-	13,200	158	-	13,042
Total welfare	-	24,175	11,133	-	13,042
Culture and recreation:					
Parks and recreation	-	12,500	12,490	-	10
Library	-	130,424	118,596	-	11,828
Patriotic purposes	-	1,000	513	-	487
Total culture and recreation	-	143,924	131,599	-	12,325
Conservation	-	6,000	6,000	-	-
Debt service:					
Principal of long-term debt	-	250,000	250,000	-	-
Interest on long-term debt	-	115,997	115,997	-	-
Total debt service	-	365,997	365,997	-	-

(Continued)

SCHEDULE 2 (Continued)
TOWN OF EAST KINGSTON, NEW HAMPSHIRE
Major General Fund
Schedule of Appropriations, Expenditures, and Encumbrances (Non-GAAP Budgetary Basis)
For the Fiscal Year Ended December 31, 2017

	Encumbered from Prior		Expenditures	Encumbered to Subsequent		Variance Positive (Negative)
	Year	Appropriations		Year		
Capital outlay	-	15,000	15,000	-	-	
Other financing uses:						
Transfers out	-	98,925	91,000	-	7,925	
Total appropriations, expenditures, other financing uses, and encumbrances	<u>\$ 15,000</u>	<u>\$ 3,036,194</u>	<u>\$ 2,832,208</u>	<u>\$ 12,834</u>	<u>\$ 206,152</u>	

SCHEDULE 3
TOWN OF EAST KINGSTON, NEW HAMPSHIRE
Major General Fund
Schedule of Changes in Unassigned Fund Balance
For the Fiscal Year Ended December 31, 2017

Unassigned fund balance, beginning (Non-GAAP Budgetary Basis)	\$ 1,230,928
Changes:	
Unassigned fund balance used to reduce tax rate	(550,000)
Budget summary:	
Revenue surplus (Schedule 1)	\$ 51,252
Unexpended balance of appropriations (Schedule 2)	<u>206,152</u>
Budget surplus	<u>257,404</u>
Unassigned fund balance, ending (Non-GAAP Budgetary Basis)	938,332
Reconciliation of Non-GAAP Budgetary Basis to GAAP Basis:	
To comply with generally accepted accounting principles by deferring property taxes not collected within 60 days of fiscal year-end	(48,163)
Elimination of the allowance for uncollectible taxes	<u>21,000</u>
Unassigned fund balance, ending (GAAP basis Exhibit C-1)	<u>\$ 911,169</u>

TOWN OF EAST KINGSTON, NEW HAMPSHIRE										
DEPARTMENTAL BUDGET WORKSHEET										
BUDGET YEAR 2019										
DEPARTMENT: Selectmen's Office						DATE: 9/21/18				
DEPARTMENT HEAD: Cheryl Hurteau						APPROVED: 12/17/18				
ACCT. #	DESCRIPTION OF BUDGET ITEM			MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSES 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019
	BOARD OF SELECTMEN (BOS)	2018	2019							
4130-113	Selectmen: Salary WA #3 2010-2012			13,000	13,000	13,000	13,000	13,000	13,000	13,000
4130-181	Selectmen Expenses	\$500 ea.	\$500 ea.	1,500	1,500	610	1,500	1,500	1,500	1,500
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		806			806		806
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		189			189		189
	TOTAL Board of Selectmen's Salary and Expenses			14,500	15,495	13,610	14,500	15,495	14,500	15,495
	SELECTMEN'S OFFICE	2018	2019							
	FULL TIME - SELECTMEN'S OFFICE									
4130-211	Town Office Manager (Salary/Exempt)***			37,700	37,700	37,700	38,266	38,266	38,266	38,266
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		2,337			2,372		2,372
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		547			555		555
4155-200	Insurance Benefits				8,590			9,433		9,433
4155-223	NH Retirement (% of Gross Wages)*	11.38%	11.17%		4,290			4,274		4,274
	TOTAL Full Time Salary, Payroll Taxes & Benefits			37,700	53,464	37,700	38,266	54,900	38,266	54,900
	PART TIME - SELECTMEN'S OFFICE									
4130-212	Administrative Asst.*** Hours: 715* Rate:	\$21.25	\$21.57	15,194	15,194	14,833	15,423	15,423	15,423	15,423
4130-212	Administrative Asst.*** Hours: 390* Rate:	\$15.00	\$15.00	0	0	0	0	0	0	0
4130-212	Vacation Coverage Hours: 30 Rate:	\$21.25	\$21.57	638	638	0	647	647	647	647
4130-212	Town Report Data Entry Hours: 25	\$15.00	\$15.00	0	0	0	0	0	0	0
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		982			996		996
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		230			233		233
	TOTAL Part Time Wages			15,832	17,044	14,833	16,070	17,299	16,070	17,299
	TOTAL Selectmen's Office Salary/Wages, Pay, Taxes & Benefits			68,032	86,003	66,143	68,836	87,694	68,836	87,694
	EXPENSES:									
4130-231	Engineering Fees			1,000	1,000	0	500	500	1,000	1,000
4130-234	Recording Fees			100	100	38	100	100	100	100
4130-244	Equipment Rental			3,100	3,100	2,554	2,700	2,700	3,100	3,100
4130-245	Telephone:			2,700	2,700	2,969	3,000	3,000	2,700	2,700
4130-255	Printing/Publishing			2,200	2,200	2,144	2,000	2,000	2,200	2,200
4130-256	Dues/Subscriptions			2,900	2,900	2,803	2,900	2,900	2,900	2,900
4130-257	Workshops/Training			200	200	58	200	200	200	200
4130-262	General/Custodial Supplies			3,300	3,300	2,831	3,300	3,300	3,300	3,300
4130-267	Books/Periodicals/Preservation			5,180	5,180	5,320	6,000	6,000	5,180	5,180
4130-268	Postage			1,500	1,500	1,224	1,500	1,500	1,500	1,500
4130-281	Employee Expenses			300	300	307	400	400	300	300
4130-285	Non-Capital Equipment < \$1,000			0	0	0	0	0	0	0
4130-289	Miscellaneous Expenses			500	500	520	600	600	500	500
	Total Expenses:			22,980	22,980	20,767	23,200	23,200	22,980	22,980
4130-200	TOTAL SELECTMEN'S OFFICE BUDGET			91,012	108,983	86,910	92,036	110,894	91,816	110,674
	*Note: Administrative Assistant 715 hours = 39 weeks 25 hours a week + 13 weeks 35 hours a week									
	*** 50% Town Office Manager and Administrative Assistant salary expense. Remaining 50% under Financial Management.									

TOWN OF EAST KINGSTON, NEW HAMPSHIRE										
DEPARTMENTAL BUDGET WORKSHEET										
BUDGET YEAR 2019										
ACCT. #	DESCRIPTION OF BUDGET ITEM			MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSES 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019
TOWN ELECTION EXPENSES		2018	2019							
Town Election Expenses WA #3 2010-2012										
4130-313	Sal:Mod/Asst225x2/Supr375/125x3/EW \$10.50 12x10=960									
Town Election										
4130-313	Moderator	\$225	\$225	450	450	225	450	450	450	450
4130-313	Assistant Moderator	\$225	\$225	450	450	225	450	450	450	450
4130-313	Supervisors of the Checklist	\$125 ea.	\$125 ea.	750	750		750	750	750	750
4130-313	Supervisors Admin (100hrs)	\$10.50	\$10.50	1,050	1,050		1,050	1,050	1,050	1,050
4130-315	Election Workers (10) Hours: 12 Rate:	\$10.50	\$10.50	1,260	1,260	1,373	1,260	1,260	1,260	1,260
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		246			246		246
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		57			57		57
SUBTOTAL Town Election:				3,960	4,263	1,823	3,960	4,263	3,960	4,263
4130-355	Printing (Town Report/Ballots)			7,800	7,800	6,512	7,800	7,800	7,800	7,800
4130-364	Meals			250	250	489	500	500	250	250
4130-389	Misc. - Set up Election Town Election Only/Police Detail			300	300	320	550	550	300	300
4130-300	TOTAL TOWN ELECTION EXPENSE:			12,310	12,613	9,144	12,810	13,113	12,310	12,613
TOTAL: BOS/Selectmen's Office/Election				103,322	121,596	96,054	104,846	124,007	104,126	123,287
Notes:										
2011-Due to the change to SB2, the two moderators and the three supervisors of the checklist were paid for both the deliberative session and election day.										
Town Election: March 8, 2016										
Town Election: March 14, 2017										
Town Election: March 13, 2018										
Town Election: March 12, 2019										

TOWN OF EAST KINGSTON, NEW HAMPSHIRE											
DEPARTMENTAL BUDGET WORKSHEET											
BUDGET YEAR 2019											
DEPARTMENT: TRUSTEES OF THE TRUST FUND						DATE: 9/20/18					
DEPARTMENT HEAD: J. Roby Day, Jr.						APPROVED: 9/24/18					
ACCT. #	DESCRIPTION OF BUDGET ITEM				MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSES 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019
SALARIES:											
4130-413	Salary:	WA #3 2010-2012	2018	2019	800	800	800	800	800	800	800
4155-222	FICA Taxes (% of Gross Wages)(Employers Portion)		6.20%	6.20%		50			50		50
4155-224	Medicare (% of Gross Wages)(Employers Portion)		1.45%	1.45%		12			12		12
TOTAL SALARY AND PAYROLL TAXES					800	862	800	800	862	800	862
EXPENSES:											
4130-438	Legal Expenses				1	1	0	1	1	1	1
4130-489	Misc. Expenses	WA #3 2010-2012			300	300	196	800	800	300	300
		NHMA Trustee Training Seminars \$500									
4130-489	Investment Advisor Fees*				0		0	0	0	0	0
TOTAL EXPENSES					301	301	196	801	801	301	301
TOTAL TRUSTEES OF THE TRUST FUND BUDGET					1,101	1,163	996	1,601	1,663	1,101	1,163
*Note: Advisor fees history and estimates:											
			Dec	Sep	Jun	Mar					
	2013	1,000.00	1,063.16	1,085.83	1,088.43						
	2014	1,100.00	1,100.00	1,113.32	1,117.14						
	2015	1,900.00	1,842.89	1,892.85	1,892.19						
	2016	2,000.00	2,114.45	2,077.48	2,020.91						
	2017	2,300.00	2,368.52	2,362.02	2,345.76						

TOWN OF EAST KINGSTON, NEW HAMPSHIRE										
DEPARTMENTAL BUDGET WORKSHEET										
BUDGET YEAR 2019										
DEPARTMENT: Town Clerk				DATE: 10/2/18						
DEPT. HEAD: Barbara Clark				APPROVED: 10/9/18						
ACCT. #	DESCRIPTION OF BUDGET ITEM			MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSES 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019
4140										
	SALARIES:									
		2018	2019							
	Town Clerk									
4140-113	Town Clerk-Warrant Article #3 2010-2012			22,500	22,500	22,500	24,000	24,000	24,000	24,000
4155-200	Insurance Benefits				9,547			9,361		9,361
4155-222	FICA Taxes (% of Gross Wages)			6.20%	6.20%	1,395		1,488		1,488
4155-224	Medicare (% of Gross Wages)			1.45%	1.45%	326		348		348
4155-223	New Hampshire Retirement			11.38%	11.17%	2,561		2,681		2,681
	Total Salary and Benefits Town Clerk			22,500	36,329	22,500	24,000	37,878	24,000	37,878
	Assistant Town Clerk									
4140-112	Hours:600/600 at Rate:			\$18.50	\$18.87	11,100	11,100	10,420	11,322	11,322
4155-222	FICA Taxes (% of Gross Wages)			6.20%	6.20%	688		702		702
4155-224	Medicare (% of Gross Wages)			1.45%	1.45%	161		164		164
	Total Salary Assistant Town Clerk			11,100	11,949	10,420	11,322	12,188	11,322	12,188
	Total Salaries:			33,600	48,278	32,920	35,322	50,066	35,322	50,066
	EXPENSES:									
4140-143	Copier Maintenance			469	469	0	469	469	469	469
4140-145	Telephone/Internet Access			2,600	2,600	2,718	2,725	2,725	2,600	2,600
4140-156	Dues/Subscriptions			100	100	157	100	100	100	100
4140-157	Workshops/Training			900	900	841	900	900	900	900
4140-161	General Supplies			2,400	2,400	1,318	2,400	2,400	2,400	2,400
4140-181	OHRV/NH Fish & Game Reg.-(Reimbursed to State)			6,000	6,000	5,259	6,200	6,200	6,000	6,000
4140-185	Non-Capital Equip. < \$1,000			1,000	1,000	193	1,000	1,000	1,000	1,000
4140-189	WA-BAC Expenses			1,600	1,600	1,472	1,600	1,600	1,600	1,600
4140-192	Stats/Animal Payments			3,100	3,100	2,848	3,200	3,200	3,100	3,100
4140-195	E-Reg Support			2,435	2,435	2,067	2,435	2,435	2,435	2,435
	Total Expenses:			20,604	20,604	16,872	21,029	21,029	20,604	20,604
4140-100	TOTAL TOWN CLERK BUDGET			54,204	68,882	49,792	56,351	71,095	55,926	70,670

TOWN OF EAST KINGSTON, NEW HAMPSHIRE									
DEPARTMENTAL BUDGET WORKSHEET									
BUDGET YEAR 2019									
DEPARTMENT: NON-TOWN ELECTIONS					DATE: 9/21/18				
DEPARTMENT HEAD: BOS					APPROVED: 12/4/18				
ACCT. #	DESCRIPTION OF BUDGET ITEM		MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSES 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019
4140			2018	2019					
	OTHER ELECTIONS:								
	Wages/Payroll Taxes Other Elections								
4140-313	Moderator - WA #3 2010-2012	\$225	\$225	675	675	450	0		0
4140-313	Assistant Moderator WA #3 2010-2012	\$225	\$225	675	675	450	0		0
4140-313	Supervisors of the Checklist WA#3 11/12	\$125 ea.		1,125	1,125		0		0
4140-315	Election Workers (10) WA#3 Hours: 12 Rate:	\$10.50	\$10.50	3,780	3,780	2,110	0		0
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		388			0	0
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		91	0		0	0
	SUBTOTAL Wages/Payroll Taxes Other Elections:			6,255	6,734	3,010	0	0	0
4140-355	Printing & Publishing			5,500	5,500	1,234	0		0
4140-364	Election Meals			750	750	459	0		0
4140-389	Misc. Expenses-Set up Election			300	300	872	0		0
	Details for Election								
4140-300	TOTAL NON TOWN ELECTION BUDGET			12,805	13,284	5,575	0	0	0
Notes:									
2018 - State Primary September 11, 2018									
2018 - State General Election November 6, 2018									
2019 - No non-town elections									

TOWN OF EAST KINGSTON, NEW HAMPSHIRE										
DEPARTMENTAL BUDGET WORKSHEET										
BUDGET YEAR 2019										
DEPARTMENT: Tax Collector						DATE: 10/2/18				
DEPARTMENT HEAD: Barbara A. Clark						APPROVED: 10/9/18				
ACCT. #	DESCRIPTION OF BUDGET ITEM			MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSES 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019
4150	SALARIES:									
	Tax Collector									
4150-411	Tax Collector-Warrant Article #3 2010-2012			22,500	22,500	22,500	24,000	24,000	24,000	24,000
4155-200	Insurance Benefits				9,547			9,361		9,361
4155-222	FICA Taxes (% of Gross Wages)			6.20%	6.20%	1,395		1,488		1,488
4155-224	Medicare (% of Gross Wages)			1.45%	1.45%	326		348		348
4155-223	New Hampshire Retirement			11.38%	11.17%	2,561		2,681		2,681
	Total Salary and Benefits Tax Collector			22,500	36,329	22,500	24,000	37,878	24,000	37,878
	Assistant Tax Collector									
4150-412	Hours: 600/600 at Rate:			\$18.50	\$18.87	11,100	11,100	10,420	11,322	11,322
4155-222	FICA Taxes (% of Gross Wages)			6.20%	6.20%	688		702		702
4155-224	Medicare (% of Gross Wages)			1.45%	1.45%	161		164		164
	Total Salary Assitant Tax Collector					11,100	11,949	10,420	11,322	12,188
	Total Salaries:			33,600	48,278	32,920	35,322	50,066	35,322	50,066
	Expenses:									
4150-434	Recording Fees				1,300	1,300	427	1,300	1,300	1,300
4150-481	Postage				3,500	3,500	2,469	3,500	3,500	3,500
	Total Expenses:				4,800	4,800	2,896	4,800	4,800	4,800
4150-400	TOTAL TAX COLLECT BUDGET			38,400	53,078	35,817	40,122	54,866	40,122	54,866

TOWN OF EAST KINGSTON, NEW HAMPSHIRE										
DEPARTMENTAL BUDGET WORKSHEET										
BUDGET YEAR 2019										
DEPARTMENT: Financial Administration/Audit/Treasurer/IT						DATE: 9/21/18				
DEPARTMENT HEAD: BOS						APPROVED: 12/4/18				
ACCT. #	DESCRIPTION OF BUDGET ITEM			MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSE 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 201
4150	SELECTMEN'S OFFICE			2018	2019					
	FULL TIME - FINANCIAL ADMINISTRATION									
4150-111	Town Office Manager (Salary/Exempt)					37,700	37,700	37,700	38,266	38,266
4155-222	FICA Taxes (% of Gross Wages)			6.20%	6.20%	2,337		2,372		2,372
4155-224	Medicare (% of Gross Wages)			1.45%	1.45%	547		555		555
4155-200	Insurance Benefits					8,590		9,433		9,433
4155-223	NH Retirement (% of Gross Wages)*			11.38%	11.17%	4,290		4,274		4,274
	TOTAL Full Time Salary, Payroll Taxes & Benefits					37,700	53,464	37,700	38,266	54,900
	PART TIME - FINANCIAL ADMINISTRATION									
4150-112	Administrative Asst.*** Hours: 715* Rate:*			\$21.25	\$21.57	15,194	15,194	14,833	15,423	15,423
4150-112	Vacation Coverage Hours: 30 Rate:			\$21.25	\$21.57	638	638	647	647	647
4155-222	FICA Taxes (% of Gross Wages)			6.20%	6.20%	982		996		996
4155-224	Medicare (% of Gross Wages)			1.45%	1.45%	230		233		233
	TOTAL Part Time Wages					15,832	17,044	14,833	16,070	17,299
	TOTAL Financial Admin. Salary/Wages, Pay, Taxes & Benefits					53,532	70,508	52,533	54,336	72,199
4150-238	Audit Contract Service					14,800	14,800	12,000	12,000	12,000
				2018	2019					
4150-513	Treasurer Pay: WA #3 2010-2012					1,700	1,700	1,700	1,700	1,700
4150-512	Deputy Treasurer Pay: Hours: 25			\$15.00	\$15.45	375	375	199	386	386
4155-222	FICA Taxes (% of Gross Wages)			6.20%	6.20%	129		129		129
4155-224	Medicare (% of Gross Wages)			1.45%	1.45%	30		30		30
4150-581	Treasurer Expense					400	400	0	400	400
4150-589	Treasurer Misc. Expense					600	600	0	600	600
	Total Treasurer:					3,075	3,234	1,899	3,086	3,245
4150-600	Info Systems: Website/Computers/Software/Maintenance									
4150-633	Processing Services/Direct Deposit Fees					11,000	11,000	10,311	10,500	10,500
4150-674	Capital Purchases					1,500	1,500	1,401	20,548	20,548
4150-685	Non-Capital Purchases					6,400	6,400	11,370	8,600	8,600
	Total Information Systems					18,900	18,900	23,081	39,648	39,648
	TOTAL FIN./AUDIT/TREAS./IT					90,307	107,442	89,513	109,070	127,092
	* Note: Administrative Assistant 715 hours = 39 weeks 25 hours a week + 13 weeks 35 hours a week									
	** 2012 Welfare administration is performed by Selectmen's Office personnel									
	*** 50% Town Office Manager and Administrative Assistant salary expense. Remaining 50% under Selectmen's Office.									

TOWN OF EAST KINGSTON, NEW HAMPSHIRE										
DEPARTMENTAL BUDGET WORKSHEET										
BUDGET YEAR 2019										
DEPARTMENT: CONTRACT SERVICES		CAPITAL RESERVE FUNDS				DATE: 10/18/18				
DEPARTMENT HEAD: BOS		WA #4, 5, 6, 7, 8 & 9				APPROVED: 12/4/18				
ACCT. #	DESCRIPTION OF BUDGET ITEM			MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSE 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019
4150		2018	2019							
4152-137	Assessing-Contract service			20,625	20,625	25,943	14,400	14,400	14,400	14,400
4153-132	Legal Services-Contract service			40,000	40,000	13,826	40,000	40,000	40,000	40,000
4155-100	Personnel Admin.									
4155-222	EBEN - FICA Payments *			35,630	0	35,630	35,732	0	35,732	0
4155-223	EBEN - NH Retirement Payments - Admin	11.38%	11.17%	20,735	0	20,734	20,917	0	20,917	0
4155-225	EBEN - NH Retirement Payments - Police	29.43%	28.43%	94,217	0	76,382	96,933	0	96,933	0
4155-225	EBEN - NH Retirement Payments - Fire	N/A	N/A	0	0	0	0	0	0	0
4155-224	EBEN - Medicare Payments			12,975	0	11,414	13,301	0	13,301	0
4155-200	EBEN - Insurance Benefits (Health,Dental,Life,Disability)			114,066	0	118,512	143,068	0	143,068	0
4155-289	EBEN - Misc. Expenses (Christmas Bonuses) + WA #28 BAC			0	0	0	0	0	0	0
	SUBTOTAL ASSESSING/LEGAL/EBEN			338,248	60,625	302,442	364,351	54,400	364,351	54,400
4196-352	Liability/Property Insurance			30,844	30,844	30,844	32,742	32,742	32,742	32,742
4196-452	Workers Comp Insurance/Unemployment Comp Insurance			22,580	22,580	22,580	21,986	21,986	21,986	21,986
4199-182	Refunds-Overpay			10,000	10,000	0	10,000	10,000	10,000	10,000
4199-183	Tax Abatements			10,000	10,000	1,628	10,000	10,000	10,000	10,000
	SUBTOTAL			73,424	73,424	55,052	74,728	74,728	74,728	74,728
4323-239	Solid Waste-Contract Service			190,000	190,000	182,220	190,000	190,000	190,000	190,000
4323-289	White Goods/eCycle/Furniture Pick Up			5,000	5,000	5,353	10,000	10,000	5,000	5,000
4323-339	Hazardous Waste-Contract Service			1,100	1,100	0	1,300	1,300	1,100	1,100
	SUBTOTAL			196,100	196,100	187,574	201,300	201,300	196,100	196,100
	WARRANT ARTICLES - not included in Warrant Article #3									
4915-296	Capital Reserve Funds									
2018/19	WA #4 = Revaluation Fund		43,500	10,000	10,000	10,000	43,500	43,500	43,500	43,500
	2019 WA #5 = Library Maint. Fund - Adjusted to Library Budget*		11,000							
	2019 WA #6 = FD Apparatus Fund - Adj to FD budget*		50,000							
	2019 WA #7 = Fire Dept/EOC Land and/or Building		10,000							
	2019 WA #8 = Fire Dept Cistern/Hydrant Repair		15,000							
	2019 WA #9 = PD Long Term Maintenance		15,000							
	2019 WA #10 = PD Long Term Equipment Replacement		10,000							
	2019 WA #11 = Emerald Ash Borer Expendable Trust Fund		5,000							
	SUBTOTAL WARRANT ARTICLES			10,000	10,000	10,000	43,500	43,500	43,500	43,500
	TOTAL CONTRACT SERVICES BUDGET			617,772	340,149	555,068	683,879	373,928	678,679	368,728

TOWN OF EAST KINGSTON, NEW HAMPSHIRE										
DEPARTMENTAL BUDGET WORKSHEET										
BUDGET YEAR 2019										
DEPARTMENT: Planning Board					DATE: 10/4/18					
DEPARTMENT HEAD: Joseph Cacclatore					APPROVED: 10/9/18					
ACCT. #	DESCRIPTION OF BUDGET ITEM			MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSE 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019
	SALARIES:			2018	2019					
	Planning Board Secretary									
4191-112	Planning Board (12 meetings) (240 Hrs)			\$17.25	\$17.25	4,140	4,140	3,523	4,140	4,140
	Agricultural Commission (112 Hrs)			\$16.00		0	0	0	0	0
4155-222	FICA Taxes (% of Gross Wages)			6.20%	6.20%			257		257
4155-224	Medicare (% of Gross Wages)			1.45%	1.45%			60		60
	TOTAL SALARIES					4,140	4,457	3,523	4,140	4,457
4191-131	Circuit Rider/Targeted Block Grant/Rock. Planning Commission					17,480	17,480	13,816	17,480	17,480
	2018=CR \$11,088+TBG \$2,000+RPC DUES \$4,392									
	2017=CR \$10,416+TBG \$2,000+RPC DUES \$2,374									
	2016=CR \$10,416+TBG \$2,000+RPC DUES \$2,315									
	2015=CR \$9,744+TBG \$2,000+RPC DUES \$2,270									
	2014=CR \$9,240+TBG \$2,000+RPC DUES \$2,270									
	2013=CR \$9,240+TBG \$2,000+RPC DUES \$2,198									
	2012=CR \$9,240+TBG \$2,000+RPC DUES \$2,192									
	2011=CR \$9,240+TBG \$2,000+RPC DUES \$2,260									
	2010=CR \$11,100+TBG \$2,000+RPC DUES \$2,100									
4191-189	Exp.=Advertising/Postage/Supplies/Training					7,700	7,700	1,724	7,700	7,700
	TOTAL EXPENSES:					25,180	25,180	15,540	25,180	25,180
	TOTAL PLANNING BOARD					29,320	29,637	19,064	29,320	29,637
NOTES										
Year 2002: Selectmen increased salary based on increased hours/meetings for recording clerk.										
Year 2003: Advertised for position & unsuccessful in hiring a recording clerk.										
Year 2004: Chair recommends offering 20 hr. per week position to attract qualified candidates.										
Year 2006: RPC Dues deleted from 4197 & added to 4191-131 \$1,680.										
Year 2007: Increase in advertising costs + dues (population increase).										
Year 2008: Increase in salary & TBG expense.										
Year 2009: Increase in CR \$2,325 to align w/RPC Calendar Apr. - Apr.										
Year 2010: Hours reduced based on decrease in requests for LLA/SUB/SPR.										
Year 2011: RPC CR increased rate from \$50 to \$55 per hour & reduced CR hours. Split hours w/Agr. Comm.										
Year 2012: RPC CR rate \$55 per hour. Moved Agric. Commission to separate budget. Secretary \$200 per meeting.										
Year 2013: Secretary salary increased to \$225.00 per meeting.										
Year 2014: Secretary salary increased to 20 hours maximum per month @ \$16.50 per hours.										

TOWN OF EAST KINGSTON, NEW HAMPSHIRE										
DEPARTMENTAL BUDGET WORKSHEET										
BUDGET YEAR 2019										
DEPARTMENT: Zoning Board of Adjustment					DATE: 10/3/18					
DEPARTMENT HEAD: John Daly					APPROVED: 10/9/18					
4191-300	DESCRIPTION OF BUDGET ITEM			MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSE 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019
		2018	2019							
	SALARIES:									
4191-312	Hours: 50/50	Rate: \$17.25	\$17.25	863	863	781	863	863	863	863
4155-222	FICA Taxes (% of Gross Wages)					54		54		54
4155-224	Medicare (% of Gross Wages)					13		13		13
	Total Salaries:			863	930	781	863	930	863	930
4191-389	Miscellaneous Expenses			612	612	401	612	612	612	612
	Total Expenses:			612	612	401	612	612	612	612
TOTAL	BOARD OF ADJUSTMENT			1,475	1,542	1,182	1,475	1,542	1,475	1,542

TOWN OF EAST KINGSTON, NEW HAMPSHIRE										
DEPARTMENTAL BUDGET WORKSHEET										
BUDGET YEAR 2019										
DEPARTMENT: Code Enforcement						DATE: 9/19/18				
DEPARTMENT HEAD: John Moreau						APPROVED: 9/24/18				
4191-500	DESCRIPTION OF BUDGET ITEM			MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSE 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019
		2018	2019							
4191-500	SALARIES:									
4191-512	Hours: 25 at Rate:	\$21.00	\$21.00	1,550	1,550	1,550	1,597	1,597	1,597	1,597
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		96			99		99
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		22			23		23
	Total Salaries:			1,550	1,668	1,550	1,597	1,719	1,597	1,719
4191-589	Miscellaneous Expenses:									
	2015=mileage @ .575			50	50	0	50	50	50	50
	2016=mileage @ .54									
	2017=mileage @ .535									
	2018=mileage @ .545									
	2019=mileage @ .									
TOTAL	TOTAL CODE ENFORCEMENT BUDGET			1,600	1,718	1,550	1,647	1,769	1,647	1,769

TOWN OF EAST KINGSTON, NEW HAMPSHIRE										
DEPARTMENTAL BUDGET WORKSHEET										
BUDGET YEAR 2019										
DEPARTMENT: TOWN OWNED BUILDINGS					DATE: 10/18/18					
DEPARTMENT HEAD: BOS					APPROVED: 12/4/18					
4194	DESCRIPTION OF BUDGET ITEM	2018	2019	MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSES 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019
	GEN. GOV'T. BLDGS.									
4194-100	Library - Adjusted to Library Budget Worksheet*					*				*
4194-112	Custodian Hours: 156	\$18.00	\$18.27	2,808	2,808	2,511	2,850	2,850	2,850	2,850
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		174			177		177
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		41			41		41
4194-141	Electricity			3,840	3,840	3,713	3,840	3,840	3,840	3,840
4194-142	Heat			3,000	3,000	2,168	3,000	3,000	3,000	3,000
4194-143	Repair/Maintenance Services			4,400	4,400	6,133	4,400	4,400	4,400	4,400
4194-189	Misc. Expense			2,500	2,500	103	2,500	2,500	2,500	2,500
	SUBTOTAL LIBRARY			16,548	16,763	14,628	16,590	16,808	16,590	16,808
4194-200	Town Offices Building									
4194-212	Custodian Hours: 682	\$18.00	\$18.27	10,764	10,764	12,483	12,460	12,460	12,460	12,460
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		667			773		773
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		156			181		181
4155-200	Custodian Insurance									0
4194-241	Electricity			3,200	3,200	3,112	3,200	3,200	3,200	3,200
4194-242	Heat			4,000	4,000	4,413	4,000	4,000	4,000	4,000
4194-243	Repair/Maintenance Services			55,000	55,000	11,705	55,000	55,000	55,000	55,000
4194-289	Misc. Expense				0	0	0	0	0	0
	SUBTOTAL TOWN OFFICE BUILDING			72,964	73,787	31,713	74,660	75,614	74,660	75,614
4194-300	Town Hall									
4194-312	Custodian Hours: 104	\$18.00	\$18.27	1,872	1,872	1,404	1,900	1,900	1,900	1,900
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		116			118		118
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		27			28		28
4194-341	Electricity			1,000	1,000	770	1,000	1,000	1,000	1,000
4194-342	Heat			500	500	0	500	500	500	500
4194-343	Repair/Maintenance Services			2,300	2,300	2,545	4,600	4,600	2,300	2,300
4194-389	Misc. Expense			0	0	0	0	0	0	0
	SUBTOTAL TOWN HALL			5,672	5,815	4,719	8,000	8,146	5,700	5,846
4194-400	EOC				*	*				*
4194-412	Custodian Hours: 208			0	0	0	0	0	0	0
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		0			0		0
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		0			0		0
4194-441	Electricity			2,300	2,300	2,488	2,300	2,300	2,300	2,300
4194-442	Heat			3,500	3,500	2,369	3,500	3,500	3,500	3,500
4194-443	Repair/Maintenance Services			3,500	3,500	395	3,500	3,500	3,500	3,500
4194-489	Misc. Expense			0	0	0	0	0	0	0
	SUBTOTAL EOC			9,300	9,300	5,252	9,300	9,300	9,300	9,300
4194-500	Pound School									
4194-512	Custodian Hours: 208	\$18.00	\$18.27	3,744	3,744	2,862	3,800	3,800	3,800	3,800
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		232			236		236
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		54			55		55
4194-541	Electricity			800	800	691	800	800	800	800
4194-542	Heat			2,500	2,500	1,600	1,300	1,300	2,500	2,500
4194-543	Repair/Maintenance Services			15,000	15,000	5,503	10,000	10,000	15,000	15,000
4194-589	Misc. Expense			0	0	0	0	0	0	0
	SUBTOTAL POUND SCHOOL			22,044	22,330	10,656	15,900	16,191	22,100	22,391
4194-600	Fire Station				*	*				*
4194-612	Custodian Hours: 104	\$0.00	\$0.00	0	0	0	0	0	0	0
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		0			0		0
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		0			0		0
4194-641	Electricity			2,500	2,500	2,634	2,500	2,500	2,500	2,500
4194-642	Heat			4,700	4,700	4,402	4,700	4,700	4,700	4,700
4194-643	Repair/Maintenance Services			7,000	7,000	2,092	7,000	7,000	7,000	7,000
4194-689	Misc. Expense			0	0	0	0	0	0	0
	SUBTOTAL FIRE STATION			14,200	14,200	9,128	14,200	14,200	14,200	14,200
4194-700	Railroad Depot									
4194-712	Custodian Hours: 13	\$18.00	\$18.27	234	234	0	238	238	238	238
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		15			15		15
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		3			3		3
4194-741	Electricity			200	200	206	200	200	200	200
4194-742	Heat			0	0	0	0	0	0	0
4194-743	Repair/Maintenance Services			2,500	2,500	2,919	2,900	2,900	2,500	2,500
4194-789	Misc. Expense			0	0	0	0	0	0	0
	SUBTOTAL RAILROAD DEPOT			2,934	2,952	3,125	3,338	3,356	2,938	2,956
4194-800	Police Station				*	*				*
4194-812	Custodian Hours: 468	\$18.00	\$18.27	8,424	8,424	6,840	8,550	8,550	8,550	8,550
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		522			530		530
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		122			124		124
4194-841	Electricity			4,000	4,000	5,091	4,500	4,500	4,000	4,000
4194-842	Heat			9,000	9,000	3,912	9,000	9,000	9,000	9,000
4194-843	Repair/Maintenance Services			6,500	6,500	8,317	6,500	6,500	6,500	6,500

TOWN OF EAST KINGSTON, NEW HAMPSHIRE											
DEPARTMENTAL BUDGET WORKSHEET											
BUDGET YEAR 2019											
4194-889	Misc. Expense				0	0		0	0	0	0
	SUBTOTAL POLICE STATION				27,924	28,568	24,160	28,550	29,204	28,050	28,704
4194-900	Other Facilities - FOSS Field, Salt Shed										
4194-912	Custodian	Hours: 0			0	0		0	0	0	0
4155-222	FICA Taxes (% of Gross Wages)	\$0.00	6.20%	6.20%		0			0		0
4155-224	Medicare (% of Gross Wages)		1.45%	1.45%		0			0		0
4194-941	Electricity				500	500	464	500	500	500	500
4194-942	Heat				0	0		0	0	0	0
4194-943	Repair/Maintenance Services				2,000	2,000	1,965	2,000	2,000	2,000	2,000
4194-989	Misc. Expense										
	SUBTOTAL OTHER FACILITIES				2,500	2,500	2,429	2,500	2,500	2,500	2,500
	Total Expenses:										
4194	TOTAL GOVERNMENT BUILDING BUDGET				174,086	176,215	105,809	173,038	175,319	176,038	178,319

TOWN OF EAST KINGSTON, NEW HAMPSHIRE										
DEPARTMENTAL BUDGET WORKSHEET										
BUDGET YEAR 2019										
DEPARTMENT: CEMETERIES						DATE: 9/21/18				
DEPARTMENT HEAD: Stephen McMillan						APPROVED: 9/24/18				
4195	DESCRIPTION OF BUDGET ITEM			MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSES 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019
		2018	2019							
	SALARIES:									
4195-212	Sexton Hours: 150 at Rate:	\$17.60	\$25.00	2,640	2,640	3,443	3,750	3,750	3,750	3,750
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		164			233		233
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		38			54		54
	Total Salary, Payroll Taxes and WC			2,640	2,842	3,443	3,750	4,037	3,750	4,037
4195-243	Cemetery Repair/Maintenance			10,375	10,375	14,738	12,500	12,500	10,375	10,375
4195-289	Miscellaneous Expenses			2,200	2,200	414	2,200	2,200	2,200	2,200
	Total Expenses:			12,575	12,575	15,152	14,700	14,700	12,575	12,575
							0		0	0
4195	TOTAL CEMETERY BUDGET			15,215	15,417	18,595	18,450	18,737	16,325	16,612

TOWN OF EAST KINGSTON, NEW HAMPSHIRE										
DEPARTMENTAL BUDGET WORKSHEET										
BUDGET YEAR 2019										
DEPARTMENT: POLICE				DATE: 10/19/18						
DEPARTMENT HEAD: Chief Timothy Connell				APPROVED: 12/4/18						
4210	DESCRIPTION OF BUDGET ITEM	2018	2019	MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSES 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019
	SALARIES									
4210-111	Police Chief Salary			79,825	79,825		82,000	82,000	82,000	82,000
4210-111	Sergeant Salary Hours: 2080 Rate:	29.00	29.87	60,320	60,320		62,130	62,130	62,130	62,130
4210-111	Corporal Salary Hours: 2080 Rate:	27.50	28.33	57,200	57,200		58,926	58,926	58,926	58,926
4210-111	Patrolman Salary Hours: 2080 Rate:	26.00	26.78	54,080	54,080		55,702	55,702	55,702	55,702
4210-111	Patrolman Salary Hours: 2080 Rate:	25.00	25.75	52,000	52,000		53,560	53,560	53,560	53,560
4210-111	Overtime Hours: 300 Rate:	41.37	42.61	16,713	16,713	248,109	12,783	12,783	12,783	12,783
4210-111	Overtime-Court Hours: 120 Rate:		42.61				5,113	5,113	5,113	5,113
4210-111	Seminars and Training Hours: 252 Rate:		42.61				10,738	10,738	10,738	10,738
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		4,642			4,944		4,944
4155-224	Medicare Special Detail/Reimbursable	1.45%								
4155-225	NH Retirement (Group 2)	29.43%	28.43%		94,217	0		96,933	0	96,933
4155-225	NH Retirement Special Detail/Reimbursable	29.43%	28.43%							
4155-200	Insurance Benefits				66,700			93,703		93,703
	SUBTOTAL: Full Time Salaries, Payroll Taxes, & Benefits			320,138	485,697	248,109	340,952	536,532	340,952	536,532
		2018	2019							
4210-112	PT Salary (PT Cert) Hours: 600 Rate:	\$19.50	\$20.09	11,700	11,700		12,054	12,054	12,054	12,054
4210-112	PT Salary (PT Cert) Hours: 600 Rate:	\$21.50	\$22.15	12,900	12,900		13,290	13,290	13,290	13,290
4210-112	Vac/Sick/Holiday/Coverage: 672/672 Rate:	\$20.77	\$21.12	13,957	13,957		14,193	14,193	14,193	14,193
4210-112	Over Time Hours: 300/300 Rate:			0	0	0	0	0	0	0
4210-112	Training Hours: 0/0 (Mixed Hrs) Rate:			12,800	12,800	63,492	0	0	0	0
4210-112	Secretary Hours: 1560/1560 Rate:	\$19.00	\$19.57	29,640	29,640		30,529	30,529	30,529	30,529
4210-112	Court Costs (Partially Reimbursable)				0		0	0	0	0
	Grants (Partially Reimbursable)				0		0	0	0	0
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		5,022			4,344		4,344
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		1,174			1,016		1,016
	SUBTOTAL: Part Time & Other Salaries & Payroll Taxes			80,997	87,193	63,492	70,066	75,426	70,066	75,426
	TOTAL: Salaries, Payroll Taxes and Benefits			401,135	572,890	311,601	411,018	611,958	411,018	611,958
	EXPENSES	2018	2019							
4210-145	Telephone / Air Cards			7,523	7,523	8,759	7,523	7,523	7,523	7,523
4210-156	Dues/Subscriptions			350	350	525	450	450	350	350
4210-162	Office Supplies			3,750	3,750	3,883	3,750	3,750	3,750	3,750
4210-167	Forms/Books			200	200	107	200	200	200	200
4210-189	Misc. Expenses/Repairs			1,000	1,000	12,999	1,000	1,000	1,000	1,000
4210-457	Firearms/Other Training			7,000	7,000	3,082	4,000	4,000	7,000	7,000
4210-543	Vehicle Maintenance			6,000	6,000	7,205	7,000	7,000	6,000	6,000
4210-563	Equipment Repair			2,300	2,300	2,108	2,300	2,300	2,300	2,300
4210-564	Uniforms			4,000	4,000	3,533	4,000	4,000	4,000	4,000
4210-565	Vehicle Fuels per gallon 5,500 Miles	\$2.50	\$2.50	13,750	13,750	18,632	16,750	16,750	13,750	13,750
4210-574	Capital Equipment > \$1,000 Spots/Crimestar	0	0	0	0	0	0	0	0	0
4210-585	Noncapital Equipment < \$1,000 (Leased Equip)	0	0	2,050	2,050	1,781	2,050	2,050	2,050	2,050
4210-586	Information Technology			22,600	22,600	15,795	16,267	16,267	22,600	22,600
4210-589	Prosecutor			8,562	8,562	8,562	0	0	8,562	8,562
	SUBTOTAL EXPENSES:			79,085	79,085	86,972	65,290	65,290	79,085	79,085
	Police Station Building Expense:									
4194-812	Payroll/Janitor 468 Hrs	\$18.00	\$18.27	8,424	8,424	6,840	8,550	8,550	8,550	8,550
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		522			530		530
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		122			124		124
4194-841	Electricity			4,000	4,000	5,091	4,500	4,500	4,000	4,000
4194-842	Heat			9,000	9,000	3,912	9,000	9,000	9,000	9,000
4194-843	Repair/Maint Services			6,500	6,500	8,317	6,500	6,500	6,500	6,500
4194-898	Misc. Expense			0	0	0	0	0	0	0
	Total Police Station Building Expense:			27,924	28,568	24,160	28,550	29,204	28,050	28,704
	EXPENSES (Continued):									
	Bond Payments:									
4711-196	Principal				40,000			40,000		40,000
4721-196	Interest				15,758			11,455		11,455
	Total Bond Payments:			0	55,758	0	0	51,455	0	51,455
4902-174	Budget-Vehicle			15,000	15,000	15,000	15,000	15,000	15,000	15,000
	TOTAL EXPENSES:			122,009	178,411	126,131	108,840	160,949	122,135	174,244
	Warrant Articles not included in WA #1									
Passed	2018 WA#10 Capital Reserve Fund Building Maint.			15,000	15,000	15,000				
Passed	2018 WA#11 Capital Reserve Fund Equipment			10,000	10,000	10,000				
	2019 WA# Capital Reserve Fund Building Maint.			0	0	0	15,000	15,000	15,000	15,000
	2019 WA# Capital Reserve Fund Equipment			0	0	0	10,000	10,000	10,000	10,000
	Total 2018/19 Warrant Articles			25,000	25,000	25,000	25,000	25,000	25,000	25,000
	TOTAL POLICE DEPARTMENT:			548,144	776,301	462,732	544,858	797,907	558,153	811,202

TOWN OF EAST KINGSTON, NEW HAMPSHIRE									
DEPARTMENTAL BUDGET WORKSHEET									
BUDGET YEAR 2019									
DEPARTMENT: Ambulance & Fire Department					DATE: 9/24/18				
DEPARTMENT HEAD: Fire Chief Ed Warren					APPROVED: 9/24/18				
4215/422	DESCRIPTION OF BUDGET ITEM	MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSE 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019	
	SALARIES:	2018	2019						
4220-111	Part Time Fire Chief			15,000	15,000	13,846	15,000	15,000	15,000
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		930			930	930
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		218			218	218
	Total Part Time Fire Chief			15,000	16,148	13,846	15,000	16,148	16,148
4220-112	Rate: Part Time Payroll w/qualifications (\$8.25-\$16.50/hour)			97,052	97,052	144,026	110,000	110,000	110,000
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		6,017			6,820	6,820
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		1,407			1,595	1,595
	Total Part Time Payroll w/qualifications			97,052	104,476	144,026	110,000	118,415	118,415
	TOTAL SALARIES:			112,052	120,624	157,872	125,000	134,563	134,563
	EXPENSES:								
4220-145	Telephone/Cell/Internet/Utilities			4,500	4,500	4,204	4,500	4,500	4,500
4220-156	Dues/Subscriptions/Fire Prevention			3,500	3,500	1,832	3,500	3,500	3,500
4220-164	Clothing/Food			15,000	15,000	10,378	15,000	15,000	15,000
4220-189	Misc./Employee Exp.			1,500	1,500	16	1,500	1,500	1,500
4220-457	Training/Supplies/Schools			8,000	8,000	2,669	8,000	8,000	8,000
4220-543	Maintenance			24,000	24,000	15,164	24,000	24,000	24,000
4220-563	Communication Repair/Supplies			5,000	5,000	1,032	5,000	5,000	5,000
4220-565	Fuel			3,500	3,500	2,190	3,500	3,500	3,500
4220-574	Cap. Equip>\$1,000			0	0	3,639	0	0	0
4220-633	Information Technology Services			10,000	10,000	11,856	13,000	13,000	13,000
4220-585	Cap. Equip<\$1,000 (Radios)			6,000	6,000	4,360	6,000	6,000	6,000
	Subtotal:			81,000	81,000	57,338	84,000	84,000	84,000
	Fire Department Building:								
4194-612	Payroll/Janitor (104)	\$16.50	\$16.50	0	0	0	0	0	0
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		0			0	0
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		0			0	0
4194-641	Electricity			2,500	2,500	2,634	2,500	2,500	2,500
4194-642	Heat			4,700	4,700	4,402	4,700	4,700	4,700
4194-643	Repair/Maint Services			7,000	7,000	2,092	7,000	7,000	7,000
4194-689	Misc. Expenses			0	0	0	0	0	0
	Subtotal Fire Department Building Expense:			14,200	14,200	9,128	14,200	14,200	14,200
	TOTAL EXPENSES:			95,200	95,200	66,466	98,200	98,200	98,200
	TOTAL FIRE DEPARTMENT BUDGET			207,252	215,824	224,339	223,200	232,763	232,763

TOWN OF EAST KINGSTON, NEW HAMPSHIRE									
DEPARTMENTAL BUDGET WORKSHEET									
BUDGET YEAR 2019									
DEPARTMENT: Ambulance & Fire Department					DATE: 9/24/18				
DEPARTMENT HEAD: Fire Chief Ed Warren					APPROVED: 9/24/18				
	AMBULANCE								
4215-135	Immunizations		1,500	1,500	0	2,000	2,000	1,500	1,500
4215-543	Ambulance/Equipment Maintenance		6,000	6,000	5,676	6,000	6,000	6,000	6,000
4215-561	Supplies/Med Training		11,500	11,500	10,225	11,500	11,500	11,500	11,500
	TOTAL AMBULANCE:		19,000	19,000	15,901	19,500	19,500	19,000	19,000
4215/422	TOTAL FIRE AND AMBULANCE:		226,252	234,824	240,240	242,700	252,263	242,200	251,763
WARRANT ARTICLES - not included in Warrant Article #1									
4902-276	All Other Non-Capital Expenses:	2018	2019						
Passed	2018 WA # 5 Capital Reserve Fund - Vehicle	50,000		50,000	50,000	50,000			
Passed	2018 WA # 6 Land &/or Building Fire Station	10,000		10,000	10,000	10,000			
Passed	2018 WA # 7 Cistern/Hydrant Repair/Replace	15,000		15,000	15,000	15,000			
	2019 WA # Capital Reserve Fund - Vehicle		50,000			50,000	50,000	50,000	50,000
	2019 WA # Land &/or Building Fire Station		10,000			10,000	10,000	10,000	10,000
	2019 WA # Cistern/Hydrant Repair/Replace		15,000			15,000	15,000	15,000	15,000
	TOTAL FIRE, AMBULANCE, AND WARRANTS			301,252	309,824	315,240	317,700	327,263	317,200

TOWN OF EAST KINGSTON, NEW HAMPSHIRE										
DEPARTMENTAL BUDGET WORKSHEET										
BUDGET YEAR 2019										
DEPARTMENT: Building Inspector						DATE: 9/19/18				
DEPT. HEAD: John Moreau						APPROVED: 9/24/18				
4240	DESCRIPTION OF BUDGET ITEM			MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSES 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019
	SALARIES:	2018	2019							
4240-112	Inspector Hours: 225 Salary			7,100	7,100	7,009	7,313	7,313	7,313	7,313
4240-112	Deputy Inspector Hours: 225 Salary			7,100	7,100	7,009	7,313	7,313	7,313	7,313
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		880			907		907
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		206			212		212
	Total Salaries:			14,200	15,286	14,018	14,626	15,745	14,626	15,745
4240-189	Misc Exp:mileage/dues/training/books 15=0.575 16=0.54 17=0.535 18=.545 19=			0	0	8	0	0	0	0
	Total Expenses:			0	0	8	0	0	0	0
4240	TOTAL BUILDING INSPECTOR BUDGET			14,200	15,286	14,026	14,626	15,745	14,626	15,745

TOWN OF EAST KINGSTON, NEW HAMPSHIRE											
DEPARTMENTAL BUDGET WORKSHEET											
BUDGET YEAR 2019											
DEPARTMENT: Emergency Management						DATE: 9/21/18					
DEPT. HEAD: Michelle Cotton-Miller						APPROVED: 9/24/18					
DESCRIPTION OF BUDGET ITEM			MS-6	BUDGET	ACTUAL	MS-6	BUDGET	MS-6	DEFAULT	DEFAULT	BUDGET
	2018	2019	2018	2018	EXPENSES	2019	2019	2019	2019	2019	2019
SALARIES:											
4290-112	Part Time Payroll	Hours: 208/177	Rate: \$25.00	\$25.00	6,000	6,000		6,000	6,000	6,000	6,000
4290-112	First Drill	Hours: 216	Rate: \$25.00	\$25.00	3,600	3,600		3,600	3,600	3,600	3,600
4290-112	Second Drill	Hours: 0	Rate: \$25.00	\$25.00	3,600	3,600		0		0	0
4290-112	Graded Exercise	Hours: 0	Rate: \$25.00	\$25.00	3,600	3,600		0		0	0
4290-112	Misc. P/R Town	Hours: 280/280	Rate: \$25.00	\$25.00	10,000	10,000	12,456	10,000	10,000	10,000	10,000
4155-222	FICA Taxes (% of Gross Wages)		6.20%	6.20%		1,662			1,215		1,215
4155-224	Medicare (% of Gross Wages)		1.45%	1.45%		389			284		284
TOTAL SALARIES:					26,800	28,851	12,456	19,600	21,099	19,600	21,099
EXPENSES:											
4290-162	Office Supplies (Plan/Adm Clothing) (Flat rate)			Seabrook	8,500	8,500	-8,500	8,500	8,500	8,500	8,500
4290-164	Clothing/Food (Food)			Seabrook	500	500		500	500	500	500
4290-457	Training-NonPayroll (200 x \$25.00)			Seabrook	2,100	2,100	522	2,100	2,100	2,100	2,100
4290-543	Radio Repairs/Batteries/Materials			Town	1,500	1,500		1,500	1,500	1,500	1,500
4290-589	Miscellaneous Expenses				3,500	3,500	159	3,500	3,500	3,500	3,500
SUBTOTAL EXPENSES:					16,100	16,100	-7,818	16,100	16,100	16,100	16,100
Emergency Management Building:											
4194-412	Payroll/Janitor	Hours:					0	0	0	0	0
4155-222	FICA Taxes (% of Gross Wages)		6.20%	6.20%		0			0		0
4155-224	Medicare (% of Gross Wages)		1.45%	1.45%		0			0		0
4194-441	Electricity				2,300	2,300	2,488	2,300	2,300	2,300	2,300
4194-442	Heat				3,500	3,500	2,369	3,500	3,500	3,500	3,500
4194-443	Repair/Maint Services				3,500	3,500	395	3,500	3,500	3,500	3,500
4194-489	Misc. Expenses				0			0		0	0
TOTAL Emergency Management Building Expense:					9,300	9,300	5,252	9,300	9,300	9,300	9,300
TOTAL EXPENSES:					25,400	25,400	-2,566	25,400	25,400	25,400	25,400
TOTAL EMERGENCY MANAGEMENT BUDGET					52,200	54,251	9,890	45,000	46,499	45,000	46,499

TOWN OF EAST KINGSTON, NEW HAMPSHIRE									
DEPARTMENTAL BUDGET WORKSHEET									
BUDGET YEAR 2019									
DEPARTMENT: Highways & Streets					DATE: 10/9/18				
DEPT. HEAD: Mark Brinkerhoff					APPROVED: 10/9/18				
DESCRIPTION OF BUDGET ITEM			MS-6	BUDGET	ACTUAL	MS-6	BUDGET	MS-6	DEFAULT
	2018	2019	BUDGET	2018	EXPENSE	BUDGET	2019	DEFAULT	BUDGET
			2018	2018	2018	2019	2019	2019	2019
SALARIES:									
4312-100 Director of Highway Operations Salary	\$60,00	\$60,00	0	0	0	0			0
4155-222 FICA Taxes (% of Gross Wages)									
4155-224 Medicare (% of Gross Wages)									
Total Salaries			0	0	0	0	0	0	0
4312-177 Town Engineer(1099)			10,000	10,000	4,820	10,000	10,000	10,000	10,000
4312-277 Capital Road Projects – Reconstruction & Paving			180,000	180,000	159,400	180,000	180,000	180,000	180,000
4312-339 Professional Services – Maintenance & Cleaning			45,000	45,000	45,716	45,000	45,000	45,000	45,000
4312-439 Professional Services – Snow and Ice Removal			160,000	160,000	181,181	160,000	160,000	160,000	160,000
4312-439 Vehicle Maintenance			7,500	7,500		5,000	5,000	7,500	7,500
4312-277 Highway Block Grant			52,679	52,679		53,665	53,665	53,665	53,665
TOTAL HIGHWAY BUDGET			455,179	455,179	386,297	453,665	453,665	456,165	456,165
4316-341 Street Lighting			3,200	3,200	4,132	4,400	4,400	3,200	3,200
4316 TOTAL LIGHTING BUDGET			3,200	3,200	4,132	4,400	4,400	3,200	3,200
TOTAL HIGHWAY/LIGHTING			458,379	458,379	390,430	458,065	458,065	459,365	459,365
WARRANT ARTICLES - not included in warrant article #1									
	2012	2013							
2011 WA #7 Giles Rd Repair/Replace Culvert Pipe	Failed								
2012 WA #7 Giles Rd Repair/Replace Culvert Pipe	100,000				0	0		0	0
Encumbered WA #7 Giles Rd Repair for 2013		100,000							
TOTAL HIGHWAY/LIGHTING			458,379	458,379	390,430	458,065	458,065	459,365	459,365
NOTES:									
Year 2004: Eaton Woods \$17,000, Pine Woods \$20,000, Stumpfield Rd. \$34,000, 11 Fire Hydrants \$5,000, Repave Police/EOC/Fire/TH \$20,000, South Road \$35,000, & Tilton Ln. \$25,000 = \$156,000.									
Year 2005: Eaton Woods \$20,000, Pine Woods \$20,000, Willow Road \$45,000, Giles Road \$43,000, Fire Hydrants \$6,000 = \$134,000									
Year 2006: Kelley Lane, Pine Woods, Eaton Woods & Giles Road									
Year 2007: Pine Woods, Willow Road, Sanborn Road, Forest Drive, and drain Giles Road (WA additional \$5,000 to grade emergency lanes-\$265,000)									
Year 2008: Pine Woods, Salt storage area									
Year 2009: Pheasant Run, Sanborn Road, Forest Drive, portion of Andrews Lane-WA 19 \$35,800 for these projects									
Year 2010: Overlay Sanborn Rd., repave Forest Dr., Pheasant Run (Unable to complete in 2009)									
Year 2009: Pheasant Run, Sanborn Road, Forest Drive, portion of Andrews Lane-WA 19 \$35,800 for these projects									
Year 2011: Forest Dr.: grind & pave, overlay Pheasant Run & Andrews Ln., repair/pave Giles Rd. Bridge Warrant Article #7 \$100,000 FAILED to repair Giles Rd.									
Year 2012: Resurface Pheasant Run; Andrews Lane overlay; Sections of South Road need resurfacing									
Year 2013: Finish South Road - Brandy Wine Drive and Foxhollow Court									
Year 2014: Stumpfield Road-Brandywine Drive-reconstruct									

TOWN OF EAST KINGSTON, NEW HAMPSHIRE										
DEPARTMENTAL BUDGET WORKSHEET										
BUDGET YEAR 2019										
DEPARTMENT: ANIMAL CONTROL/HEALTH/WELFARE						DATE: 10/18/18				
DEPT. HEAD: BOS						APPROVED: 12/4/18				
	DESCRIPTION OF BUDGET ITEM			MS-6	BUDGET	ACTUAL	MS-6	BUDGET	MS-6	DEFAULT
		2018	2019	BUDGET	2018	EXPENSE	BUDGET	BUDGET	DEFAULT	BUDGET
				2018	2018	2018	2019	2019	2019	2019
4414-239	Animal Control			2,500	2,500	1,290	3,200	3,200	2,500	2,500
	TOTAL Animal Control Budget			2,500	2,500	1,290	3,200	3,200	2,500	2,500
4415-112	Health Officer-Stipend			500	500	500	500	500	500	500
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		31				31	31
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		7				7	7
4415-181	Health Officer-Expenses			200	200	235	200	200	200	200
4415-189	Health-Dragon Mosquito Contract			9,000	9,000	5,000	9,000	9,000	9,000	9,000
	TOTAL Health Budget:			9,700	9,738	5,735	9,700	9,738	9,700	9,738
4442-112	Welfare- Payroll*									
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%							
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%							
4442-189	Welfare-Miscellaneous			0					0	0
4444-196	Welfare-Social Services Funding			12,250	12,250	11,750	10,350	10,350	12,250	12,250
	Welfare-Shelter/Heat/Elec/Tele/Food/ 6000/6000/1000/100/500			13,600	13,600	25	13,000	13,000	13,600	13,600
	**2012 Welfare administration is performed by Selectmen's Office personnel									
	TOTAL Welfare Budget:			25,850	25,850	11,775	23,350	23,350	25,850	25,850
4414/45	TOTAL ACO/HEALTH/WELFARE			38,050	38,088	18,800	36,250	36,288	38,050	38,088

TOWN OF EAST KINGSTON, NEW HAMPSHIRE								
DEPARTMENTAL BUDGET WORKSHEET								
BUDGET YEAR 2019								
DEPARTMENT: Recreation Committee					DATE: 9/12/18			
DEPT. HEAD: Bryan Wall					APPROVED: 10/29/18			
4520	DESCRIPTION OF BUDGET ITEM	MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSE 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET
	Expenses:							
4520-164	Uniforms	4,000	4,000	3,886	4,000	4,000	4,000	4,000
4520-161	General Supplies							
4520-163	Maintenance & Repair	4,500	4,500	3,613	4,500	4,500	4,500	4,500
4520-185	Non-Capital Equipment < \$1,000	1,500	1,500		1,500	1,500	1,500	1,500
4520-189	Misc. Expenses/Equip Maint. Per TG	2,500	2,500	4,500	2,500	2,500	2,500	2,500
4520	TOTAL RECREATION BUDGET	12,500	12,500	11,999	12,500	12,500	12,500	12,500
	WARRANT ARTICLES - not included in Warrant Article #1							
4520-163	2011 Repairs Foss Wasson Field Phase III							
	2012 N/A				0	0	0	0
	TOTAL RECREATION BUDGET & WARRANT ARTICLES	12,500	12,500	11,999	12,500	12,500	12,500	12,500
Year 2008: \$2,500 increase for one time expense to install basketball hoops at EKES. Previous budget has been \$4,000.								
Year 2009: \$5,000 misc. exp=15% of total cost of Foss Wasson renovation project. (Default budget passed, \$5,000 not included for this purpose in 2009. Special Revenue Revolving Fund to be used for completion of project w/fundraising efforts. No warrant article requested.								
Year 2010: Increase of \$3,500 to cover replacement of equip. & cover program costs for 140 kids participating.								
\$20,000 used from Recreation Special Revolving Fund late 2009 and remaining \$35,000 requested in a Warrant Article for 2010 to complete the project at Foss Wasson Field.								
2011: Flat line budget \$7,500 + WA #9 approved \$25,000 for Phase III Improvements Foss Wasson Field.								

TOWN OF EAST KINGSTON, NEW HAMPSHIRE										
DEPARTMENTAL BUDGET WORKSHEET										
BUDGET YEAR 2019										
DEPARTMENT: Library		Prepared by: Sarah Courchesne		DATE: 9/28/18		APPROVED: 11/19/18				
DEPT. HEAD: Sarah Courchesne			MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSE 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019	
4520	DESCRIPTION OF BUDGET ITEM									
	SALARIES:	2018	2019							
	Full Time Employees:									
4550-111	Library Director Hours: 1820			61,800	61,800	61,800	62,727	62,727	62,727	
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		3,832			3,889	3,889	
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		896			910	910	
4155-200	Insurance Benefits				11,092			11,777	11,777	
4155-223	New Hampshire Retirement (% of Gross Wages)*	11.38%	11.17%		7,033			7,007	7,007	
	Total Full Time Salaries, Benefits & Payroll Taxes			61,800	84,653	61,800	62,727	86,310	62,727	
	Part Time Employees:									
4550-112	Assistant Librarian Hours: 637/637 Rate: \$20.60 \$20.91			13,122	13,122	31,993	13,320	13,320	13,320	
4550-112	Assistant Librarian Hours: 0/1196 Rate: \$0.00 \$18.00						21,528	21,528	21,528	
4550-112	Library Aide Hours: 1352/0 Rate: \$15.45 \$0.00			20,888	20,888		0	0	0	
4550-112i	Library Aide Hours: 0/152 Rate: \$0.00 \$17.00						2,584	2,584	2,584	
4550-112	Library Page Hours: 312/312 Rate: \$8.50 \$8.63			2,652	2,652	2,693	2,693	2,693	2,693	
4550-112	Library Page Hours: 312/312 Rate: \$8.00 \$8.00			2,496	2,496	2,496	2,496	2,496	2,496	
4550-112	Vacation Coverage Hours: 100/100 Rate: \$17.50 \$18.53			1,750	1,750	1,853	1,853	1,853	1,853	
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		2,536			2,757	2,757	
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		593			645	645	
	Total Wages and Payroll Taxes Part Time Staff			40,908	44,037	31,993	44,474	47,876	44,474	
	TOTAL LIBRARY SALARIES, BENEFITS & PAYROLL TAXES			102,708	128,690	93,793	107,201	134,186	107,201	
	Library Building Expense:									
4194-112	Payroll/Janitor Hours: 156	\$18.00	\$18.27	2,808	2,808	2,511	2,850	2,850	2,850	
4155-222	FICA Taxes (% of Gross Wages)	6.20%	6.20%		174			177	177	
4155-224	Medicare (% of Gross Wages)	1.45%	1.45%		41			41	41	
4194-141	Electricity			3,840	3,840	3,713	3,840	3,840	3,840	
4194-142	Heat			3,000	3,000	2,168	3,000	3,000	3,000	
4194-143	Repair/Maintenance Services			4,400	4,400	6,133	4,400	4,400	4,400	
4194-189	Miscellaneous (Contingency)			2,500	2,500	103	2,500	2,500	2,500	
	Total Library Building Expense:			16,548	16,763	14,628	16,590	16,808	16,590	
4550-196	Expenses/Cost of Library Services & Support Costs*			30,350	30,350	30,350	30,350	30,350	30,350	
	*Media/Programming/Education/Training/Equipment Maint.									
	IT Expenses/Legal/Utilities/Supplies/Miscellaneous									
	See Separate Budget Prepared by Library Trustees									
	Bond Payments:									
4711-196	Principal				25,000			25,000	25,000	
4721-196	Interest				10,338			7,588	7,588	
	Total Bond Payments:			0	35,338	0	0	32,588	0	
4550	TOTAL LIBRARY BUDGET			149,606	211,141	138,771	154,141	213,932	154,141	
	WARRANT ARTICLES - not included in Warrant Article #1									
Passed	2018 Library Building Maintenance Reserve Fund	11,000		11,000	11,000	11,000				
	2019 Library Building Maintenance Reserve Fund		11,000	0			11,000	11,000	11,000	
				0			0	0	0	
				0			0	0	0	
	TOTAL LIBRARY BUDGET AND WARRANT ARTICLES			160,606	222,141	149,771	165,141	224,932	165,141	

TOWN OF EAST KINGSTON, NEW HAMPSHIRE										
DEPARTMENTAL BUDGET WORKSHEET										
BUDGET YEAR 2019										
DEPARTMENT: Patriotic Budget/Historical Committee						DATE: 10/18/18				
DEPT. HEAD:						APPROVED: 12/4/18				
4583/89	DESCRIPTION OF BUDGET ITEM			MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSE 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019
4583-961	Patriotic-Flags			1,000	1,000	788	1,000	1,000	1,000	1,000
	TOTAL PATRIOTIC BUDGET			1,000	1,000	788	1,000	1,000	1,000	1,000
4589-189	Misc. Expenses-Archive Materials			0	0	0	1,000	1,000	0	0
	TOTAL HISTORICAL BUDGET			0	0	0	1,000	1,000	0	0
4583/89	TOTAL HISTORIC/PATRIOTIC			1,000	1,000	788	2,000	2,000	1,000	1,000
	WARRANT ARTICLES - not included in Warrant Article #1									
Failed	2012 275th Anniversary Celebration						0	0		
	TOTAL HISTORIC, PATRIOTIC, AND WARRANTS			1,000	1,000	788	2,000	2,000	1,000	1,000

TOWN OF EAST KINGSTON, NEW HAMPSHIRE										
DEPARTMENTAL BUDGET WORKSHEET										
BUDGET YEAR 2019										
DEPARTMENT: Conservation Commission					DATE: 10/9/18					
DEPT. HEAD: Dennis Quintal					APPROVED: 10/9/18					
4619	DESCRIPTION OF BUDGET ITEM			MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSE 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019
4619-156	Dues & Subscriptions			700	700	700	700	700	700	700
4619-157	Workshops & Training			200	200	200	200	200	200	200
4619-161	General Supplies & Mileage			100	100	100	100	100	100	100
4619-189	Milfoil Treatment			6,000	6,000	6,000	6,000	6,000	6,000	6,000
	Total Expenses:			7,000	7,000	7,000	7,000	7,000	7,000	7,000
	Bond Payments:									
4711-196	Principal				185,000			180,000		180,000
4721-196	Interest				77,936			62,445		62,445
	Total Bond Payments:			0	262,936	0	0	242,445	0	242,445
4619	TOTAL CONSERVATION BUDGET			7,000	269,936	7,000	7,000	249,445	7,000	249,445

TOWN OF EAST KINGSTON, NEW HAMPSHIRE											
DEPARTMENTAL BUDGET WORKSHEET											
BUDGET YEAR 2019											
DEPARTMENT: DEBT SERVICE						DATE: 10/18/18					
DEPT. HEAD: BOS						APPROVED: 12/17/18					
4711/23	DESCRIPTION OF BUDGET ITEM			MS-6 BUDGET	BUDGET	ACTUAL EXPENSES	MS-6 BUDGET	BUDGET	MS-6 DEFAULT	DEFAULT	BUDGET
		2018	2019	2018	2018	2018	2019	2019	2019	2019	2019
4711-196	Bond Payments-Principal										
	Conservation Easements	185,000	180,000	185,000		185,000	180,000			180,000	
	Library	25,000	25,000	25,000		25,000	25,000			25,000	
	Police	40,000	40,000	40,000		40,000	40,000			40,000	
	Total Principal Payments	250,000	245,000	250,000	0	250,000	245,000	0		245,000	0
4721-196	Bond Payments-Interest										
	Conservation Easements	77,936	62,445	77,936		75,892	62,445			62,445	
	Library	10,338	7,588	10,338		10,338	7,588			7,588	
	Police	15,758	11,455	15,758		15,758	11,455			11,455	
	Total Interest Payments	104,032	81,488	104,032	0	101,988	81,488	0		81,488	0
4723-196	BAN/TAN Notes (Cons. Easements)										
4711/23	TOTAL BOND/DEBT SERVICE			354,032	0	351,988	326,488	0		326,488	0

TOWN OF EAST KINGSTON, NEW HAMPSHIRE										
DEPARTMENTAL BUDGET WORKSHEET										
BUDGET YEAR 2019										
DEPARTMENT: Non-Departmental Warrant Articles					DATE: 12/12/18					
DEPT. HEAD:					APPROVED:					
	DESCRIPTION OF BUDGET ITEM			MS-6 BUDGET 2018	BUDGET 2018	ACTUAL EXPENSE 2018	MS-6 BUDGET 2019	BUDGET 2019	MS-6 DEFAULT 2019	DEFAULT BUDGET 2019
WA #8	Fuduciary Funds Expendable Trust			27,695	27,695	27,695				
WA #13	Emerald Ash Borer Expendable Trust Fund						5,000	5,000	5,000	5,000
TOTAL NON-DEPARTMENTAL WARRANT ARTICLES				27,695	27,695	27,695	5,000	5,000	5,000	5,000

CONSERVATION FUND
Year Ending December 31, 2018

BALANCE	January 1, 2018	\$19,004.78
RECEIPTS	Interest from NHPDIP	\$36.91
	Interest from Citizens Bank	\$1.69
	Carry over from 2017 Budget	\$397.55
	Return for 1 Student from 4H Camp	\$360.00
	TOTAL RECEIPTS	\$796.15
EXPENDITURES:	Sponsor 3 Students to 4H Conservation	\$1,080.00
	Camp	
	TOTAL EXPENDITURES	\$1,080.00
BALANCE	December 31, 2018	\$18,720.93
	NHPDIP	\$2,028.82
	Citizens Bank	<u>\$16,674.11</u>
	TOTAL	\$18,720.93

Respectfully submitted,

Dennis G. Quintal, Chairman

Library Financial Statement

	Public Funds	Other Funds	Private Funds	Total
<u>Open Balances 1/1/18</u>				
Disbursements Checking			\$1,088.48	\$1,088.48
Public Funds Account	\$161.09			\$161.09
Restricted Funds Account			\$4,921.49	\$4,921.49
Unrestricted Funds Account			\$6,650.57	\$6,650.57
<u>Totals</u>	<u>\$161.09</u>		<u>\$12,660.54</u>	<u>\$12,821.63</u>
<u>Closing Balances 12/31/18</u>				
Disbursements Checking			\$5,377.35	\$5,377.35
Public Funds Account	\$1,636.36			\$1,636.36
Restricted Funds Account			\$2,223.93	\$2,223.93
Unrestricted Funds Account			\$3,922.55	\$3,922.55
<u>Totals</u>	<u>\$1,636.36</u>		<u>\$11,523.83</u>	<u>\$13,160.19</u>
Library Funds Held By Town	Opening Balances		Ending Balances	
	1/1/18		12/31/18	
Capital Reserve Fund	\$638.51		\$636.83	
Building Maintenance Reserve Fund	\$64,366.46		\$75,261.97	
<u>Total</u>	<u>\$65,004.97</u>		<u>\$75,898.80</u>	

Income & Spending Statement

	Public Funds	Private Funds	Friends Support	Total
<u>2018 Receipts</u>				
Town Budget Support Payments	\$30,350.00			\$30,350.00
Fees (copier, out-of-town patron, Solar REC)	\$405.50			\$405.50
Donations (restricted)				
Donations (unrestricted)		\$436.65		\$436.65
Bank Interest	\$1.81	\$5.77		\$7.58
Town Payroll and Direct Expenses	\$116,240.24			\$116,240.24
Total 2018 Receipts	<u>\$146,997.55</u>	<u>\$442.42</u>		<u>\$147,439.97</u>
<u>2018 Expenditures</u>				
2017 Expense Paid in 2018				
Building Maintenance	\$8,847.77			\$8,847.77
Education	\$171.00			\$171.00
IT Expenses				
Legal Expenses	\$102.50			\$102.50
Major Items	\$1,634.99	\$5,700.00		\$7,334.99
Media	\$21,666.82	\$436.65		\$22,103.47
Payroll	\$116,240.24			\$116,240.24
Programs	\$1,449.50	\$1,200.00		\$2,649.50
Supplies & Services	\$4,656.28			\$4,656.28
Utilities	\$5,881.75			\$5,881.75
Miscellaneous & Contingency				
Total 2018 Expenditures	<u>\$160,650.85</u>	<u>\$7,336.65</u>		<u>\$167,987.50</u>
2018 Expenses to be Paid in 2019	\$6,745.00			



Tax Collector's Report

For the period beginning and ending

This form is due **March 1st (Calendar Year) or September 1st (Fiscal Year)**

Instructions

Cover Page

- Specify the period begin and period end dates above
- Select the entity name from the pull down menu (County will automatically populate)
- Enter the year of the report
- Enter the preparer's information

For Assistance Please Contact:

NH DRA Municipal and Property Division
Phone: (603) 230-5090
Fax: (603) 230-5947
<http://www.revenue.nh.gov/mun-prop/>

ENTITY'S INFORMATION

Municipality: County: Report Year:

PREPARER'S INFORMATION

First Name Last Name

Street No. Street Name Phone Number

Email (optional)



New Hampshire
Department of
Revenue Administration

MS-61

Debits					
Uncollected Taxes Beginning of Year	Account	Levy for Year of this Report	Prior Levies (Please Specify Years)		
			Year: 2017	Year: 2016	Year: 2015
Property Taxes	3110		\$210,743.79		
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185				
Excavation Tax	3187				
Other Taxes	3189				
Property Tax Credit Balance		(\$105,997.90)			
Other Tax or Charges Credit Balance					

Taxes Committed This Year	Account	Levy for Year of this Report	Prior Levies	
			2017	
Property Taxes	3110	\$8,077,180.33		
Resident Taxes	3180			
Land Use Change Taxes	3120			
Yield Taxes	3185			
Excavation Tax	3187			
Other Taxes	3189			

Overpayment Refunds	Account	Levy for Year of this Report	Prior Levies		
			2017	2016	2015
Property Taxes	3110				
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185				
Excavation Tax	3187				
Interest and Penalties on Delinquent Taxes	3190	\$4,050.80	\$13,138.19		
Interest and Penalties on Resident Taxes	3190				
Total Debits		\$7,975,233.23	\$223,881.98	\$0.00	\$0.00



Credits				
Remitted to Treasurer	Levy for Year of this Report	Prior Levies		
		2017	2016	2015
Property Taxes	\$7,739,266.38	\$161,654.10		
Resident Taxes				
Land Use Change Taxes				
Yield Taxes				
Interest (Include Lien Conversion)	\$4,025.80	\$12,441.19		
Penalties	\$25.00	\$697.00		
Excavation Tax				
Other Taxes				
Conversion to Lien (Principal Only)		\$49,089.69		
Discounts Allowed				

Abatements Made	Levy for Year of this Report	Prior Levies		
		2017	2016	2015
Property Taxes	\$18,103.66			
Resident Taxes				
Land Use Change Taxes				
Yield Taxes				
Excavation Tax				
Other Taxes				
Current Levy Deeded				



New Hampshire
 Department of
 Revenue Administration

MS-61

Uncollected Taxes - End of Year # 1080	Levy for Year of this Report	Prior Levies		
		2017	2016	2015
Property Taxes	\$216,764.02			
Resident Taxes				
Land Use Change Taxes				
Yield Taxes				
Excavation Tax				
Other Taxes				
Property Tax Credit Balance	(\$2,951.63)			
Other Tax or Charges Credit Balance				
Total Credits	\$7,975,233.23	\$223,881.98	\$0.00	\$0.00

For DRA Use Only	
Total Uncollected Taxes (Account #1080 - All Years)	\$213,812.39
Total Unredeemed Liens (Account #1110 - All Years)	\$69,461.14



Lien Summary

Summary of Debits				
	Last Year's Levy	Prior Levies (Please Specify Years)		
		Year: 2017	Year: 2016	Year: 2015
Unredeemed Liens Balance - Beginning of Year		\$28,307.35	\$32,653.95	
Liens Executed During Fiscal Year	\$53,283.36			
Interest & Costs Collected (After Lien Execution)	\$1,326.84	\$3,175.59	\$11,397.65	
Total Debits	\$0.00	\$54,610.20	\$31,482.94	\$44,051.60

Summary of Credits				
	Last Year's Levy	Prior Levies		
		2017	2016	2015
Redemptions		\$19,958.66	\$4,815.42	\$20,009.44
Interest & Costs Collected (After Lien Execution) #3190	\$1,326.84	\$3,175.59	\$11,397.65	
Abatements of Unredeemed Liens				
Liens Deeded to Municipality				
Unredeemed Liens Balance - End of Year #1110		\$33,324.70	\$23,491.93	\$12,644.51
Total Credits	\$0.00	\$54,610.20	\$31,482.94	\$44,051.60

For DRA Use Only	
Total Uncollected Taxes (Account #1080 - All Years)	\$213,812.39
Total Unredeemed Liens (Account #1110 - All Years)	\$69,461.14



EAST KINGSTON (135)


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

Preparer's First Name	Preparer's Last Name	Date
Barbara	Clark	Jan 10, 2019

2. SAVE AND EMAIL THIS FORM
Please save and e-mail the completed PDF form to your Municipal Bureau Advisor.

3. PRINT, SIGN, AND UPLOAD THIS FORM
This completed PDF form must be PRINTED, SIGNED, SCANNED, and UPLOADED onto the Municipal Tax Rate Setting Portal (MTRSP) at <http://proptax.org/nh/>. If you have any questions, please contact your Municipal Services Advisor.

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



Preparer's Signature and Title

2018 East Kingston Town Report - Town Clerk Revenues

TOWN CLERK REVENUES

January 1, 2018 to December 31, 2018

MOTOR VEHICLE PERMITS

January	\$43,132.00
February	49,267.00
March	56,865.75
April	63,574.00
May	51,182.00
June	38,345.00
July	44,392.00
August	54,145.50
September	39,536.00
October	49,576.00
November	45,384.00
December	30,493.00
TOTAL MV REVENUES	\$565,892.25

OTHER REVENUES

Dog Licenses Issued	\$4,092.50
Dog Penalties	395.00
Titles	1,159.00
UCC's	630.00
Vital Statistics Certificates	1,405.00
Marriage Licenses	500.00
Bad Check Fees	200.00
Municipal Agent Fees (decal fees)	10,178.00
Motor Vehicle—mail-in fees	2,599.00
Boat Agent Fees	770.00
Boat Permit Fees	2,669.07
OHRV Agent Fees	144.00
OHRV Registration Fees	3,216.50
Fish/Hunt Agent Fees	33.00
Fish/Hunt Permit Fees	1,057.00
Miscellaneous/Copies	310.11
Filing Fees	2.00
TOTAL OTHER REVENUES	\$29,360.18
REMITTANCE TO THE TREASURER	\$595,252.43

Respectfully submitted,
Barbara A. Clark, Town Clerk

TREASURER'S FINANCIAL STATEMENT

BEGINNING BALANCE - JANUARY 1, 2018

\$3,677,670.50

SELECTMEN - RECEIPTS

Application Fees- Home Occupation & Permits	\$1,825.00
Application Fees - Septic Disposal/Permits	725.00
Application Fees - Site Plan Review & ZBA	1,050.00
Building Permits - Home Improvements	4,322.88
Building Permits - New Construction	1,544.81
Cable Franchise Fee	33,767.09
Fines & Forfeitures - Court/Parking Fines	60.00
Fire Dept.-Burner Permits	1,150.00
Fire and Police Dept.—Maintenance/Other	4,817.75
Emergency Operations Center	8,500.00
Bank Interest	3,602.52
Miscellaneous - Other Revenue	17,040.99
Police Special Details	48,570.00
Refunds Miscellaneous General	6,840.73
Rental of Town Property - Town Hall	200.00
Special Fees and Permits	420.00
State - Forest Reimbursement	23.90
State - Highway Block Grant	53,634.50
State - Room & Meals Reimbursement	123,181.39
State - Railroad Tax Reimbursement	518.39
Capital Reserve - Fire Department	12,850.00

TOTAL SELECTMEN'S RECEIPTS

\$324,644.95

TREASURER'S FINANCIAL STATEMENT

TOWN CLERK - RECEIPTS

Business Filing Fees & UCC Filing	\$632.00
Motor Vehicle Registration Fees	565,892.25
Motor Vehicle Sticker Fees	10,178.00
Motor Vehicle Title Fees	1,159.00
Animal Dog Licenses & Late Fees	4,487.50
Marriage Licenses & Vital Statistic Certificates	1,905.00
OHRV Agent & Registration Fees	3,360.50
Boat Agent & Permit Fees	3,439.07
Fish/Hunt Agent & Permit Fees	1,090.00
Miscellaneous & Bad Checks	510.11
Motor Vehicle Mail-In Registrations	2,599.00

TOTAL TOWN CLERK RECEIPTS **\$595,252.43**

TAX COLLECTOR - RECEIPTS

Property Tax This Year	\$7,739,266.38
Property Tax Last Year - Pre-Lien	210,743.79
Property Tax Last Year - Post-Lien	19,958.66
Property Tax Two Years Past	4,815.42
Property Tax Three Years Past	20,009.44
Current Use This Year (prepay) 2018	0
Deferred Tax Revenue 2019	0
Property Tax Interest This Year	4,025.80
Property Tax Interest Last Year Pre-Lien	8,944.52
Property Tax Interest Last Year Post-Lien	1,326.84
Property Tax Interest Two Years Past	3,175.59
Property Tax Interest Three Years Past	11,397.65

**TREASURER'S FINANCIAL STATEMENT
(continued)**

At Lien Interest & Penalty Interest & Fees	4,193.67	
Overpayment Tax This Year/Last Year	0	
Miscellaneous & Bad Check	25.00	
TOTAL TAX COLLECTOR'S RECEIPTS	\$8,027,882.76	
TOTAL RECEIPTS FOR THE YEAR 2018		8,947,780.14
TOTAL EXPENDITURES FOR THE YEAR 2018		8,957,950.20
CLOSING BALANCE DECEMBER 31, 2018		<u>\$3,667,500.44</u>

Respectfully submitted,

Barbara K. Smith, Treasurer

SCHEDULE OF TOWN PROPERTY

MBL#	PROPERTY	ITEMS	VALUE (\$)
02-01-01	33 Rowell Rd.	0.50 acres	4,000
02-01-20	2 Indian Rd.– McGaffigan Land	0.17 acres	16,100
02-01-34	26 Rowell Rd.	0.96 acres	87,300
02-01-37	2 Cove Rd.	1.25 acres	68,400
02-04-04	39 Powwow River Rd.– Christ Church Land	9.20 acres	225,600
02-04-05	45 Powwow River Rd. - B & M Railroad Land	3.47 acres	74,800
02-06-13	8 Kelley Ln. - B & M Railroad Land	1.30 acres	169,600
02-07-05	50 Powwow River Rd. - Janvrin Land	1.50 acres	80,400
03-01-06	111 Powwow River Rd. - Frascone Land	.003 acres	0
03-02-06	8 Woldridge Ln. - Daniel West Land	2.80 acres	2,200
06-01-36	16 Pheasant Run - Recreation Land	5.00 acres	103,500
06-01-43	6 Blue Heron Ct. - Ed Smith Land - CU	43.90 acres	29,500
07-03-14	9 Robin Ln. Rear - Corbett Land	10.00 acres	11,900
07-03-60	7 Blue Heron Ct. - Conservation Land	31.07 acres	33,600
07-03-64	7 Robin Ln. Rear - Levi Bartlett Land	1.00 acres	1,300
09-02-07	3 Depot Rd. - Railroad Depot	L/B 0.20 acres	183,900
09-02-05	12 Haverhill Rd.	3.2 acres	66,500
09-05-01	41 Depot Rd. - Pound School	L/B 0.50 acres	218,900
09-06-04	24 Depot Rd. - Town Offices	L/B 2.40 acres	621,100

SCHEDULE OF TOWN PROPERTY

MBL#	PROPERTY	ITEMS	VALUE (\$)
09-07-03	3 Main St. - Town Hall/EOC	L/B 1.49 acres	402,900
09-07-13	47 Maplevale Rd. - Public Library	L/B 2.00 acres	658,200
09-08-02	44 Main St. - Olde Cemetery	0.87 acres	84,800
09-08-13	8 Main St. - Foss-Wasson Field	5.20 acres	100,600
09-08-21	29 Haverhill Rd. - Hillside Cemetery	5.44 acres	122,400
09-08-23	37 Haverhill Rd. - Parsonage Land	11.34 acres	24,300
10-05-07	42 Fish Rd. - Kennard Land	1.00 acres	25,200
10-05-08	52 Fish Rd. - Kennard Land	2.50 acres	26,900
10-05-12	33 Burnt Swamp Rd.	0.24 acres	4,900
10-06-02	50 Burnt Swamp Rd.	0.55 acres	51,500
11-02-04	29 Clement Ln. - Welch Land	11.80 acres	92,400
11-02-39	3 Bowley Rd. - Police Station	L/B 2.00 acres	546,000
11-03-05	96 Burnt Swamp Rd. - Berry Land	2.60 acres	8,500
14-04-03	17 South Rd. - Union Cemetery	2.68 acres	140,400
14-04-06	5 Andrews Ln. - Elementary School	L/B 7.97 acres	1,882,600
14-04-07	11 Andrews Ln. - Cole House	L/B 1.00 acres	203,700
16-01-04	Off Giles Road	3.8 acres	2,900
16-02-12	37 Giles Rd. - Giles Road Bridge	0.00	67,500
17-02-14	28 Joslin Rd.	1.50 acres	1,800
Total Acreage Owned by Town		182.403 acres	\$6,446,100

INVENTORY OF VALUATION

LAND

Total Taxable Land	5,698.12 acres	\$103,288,578
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BUILDINGS

Residential	180,239,300
Manufactured Housing	1,382,600
Commercial	<u>5,114,000</u>

Total Taxable Buildings	\$186,735,900
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PUBLIC UTILITIES

Gas	7,499,200
Electric	5,278,000
Pipeline	12,009,100
Water	<u>236,900</u>

Total Public Utilities	\$25,023,200
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Total Valuation Before Exemptions	\$315,047,678
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LESS EXEMPTIONS	Elderly (1) + Blind (2) + Solar (3)	<u>163,000</u>
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Total Less Exemptions for Net Valuation	\$314,884,678
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NET VALUATION ON WHICH TAX RATE IS COMPUTED

County, Town & Local Education **\$314,884,678**

LOCAL TAX RATE COMPUTATION

\$7,459,673 (Property Taxes to be raised) ÷ **\$314,884,678** = **0.02369**

\$23.69

STATE TAX RATE COMPUTATION

(Net valuation) **\$314,884,678** less public utilities **\$25,023,200** =

\$289,861,478 of which the state tax rate is computed.

\$2.36

Net Assessed Valuation

State Education Tax	\$289,861,478	\$2.36	\$684,018
All Other Taxes	\$314,884,678	<u>\$23.69</u>	<u>\$7,459,673</u>
TOTAL		\$26.05	\$8,143,691

TAX RATE BREAKDOWN

YEAR	COUNTY	TOWN	SCHOOL	TOTAL TAX RATE	EQUALIZED VALUE
2018	1.04	5.70	19.31	\$26.05	78.8%
2017	1.04	5.41	18.32	\$24.77	86.5%
2016	1.06	6.29	17.44	\$24.79	90.7%
2015	1.02	7.25	16.50	\$24.77	90.7%
2014	.96	6.2	17.84	\$25.00	98.9%
2013	1.06	5.29	18.41	\$24.76	104.7%
2012	1.03	5.74	16.79	\$23.56	109.3%
2011	0.99	5.87	16.33	\$23.19	104.6%
2010	0.98	6.18	16.17	\$23.33	100%
2009	0.97	6.18	15.96	\$23.11	100%
2008	0.98	6.08	15.82	\$22.88	95%
2007	0.98	5.08	16.20	\$22.26	88%
2006	0.96	2.68	16.62	\$20.26	81%
2005	0.92	2.73	15.55	\$19.20	82%
2004	0.93	3.42	14.50	\$18.85	92%
2003	0.87	2.45	13.68	\$17.00	100%
2002	2.11	3.02	28.67	\$33.80	51%
2001	2.13	5.32	26.35	\$33.80	55%

The tax rate is based on the total amount due to cover county, town and school operating costs. The county portion is derived from the percentage the town is liable for of the 37 Rockingham County towns that support the county nursing home, jail, sheriff's department, etc. The town portion is derived from the operating budget plus warrant articles approved at Town Meeting each year, which includes the support of the operation of the town, i.e. library, police, fire, roads, etc. The school portion covers the support of grade levels K-12.

Annually, the Department of Revenue Administration (DRA) is charged with equalizing the valuation of property in towns throughout the State. A sales report is submitted by the Town's Assessing Officer (Selectmen) and submitted to DRA. The report reflects detailed information regarding each sale or purchase of property in town, based on a twelve-month period, October - October. Then, DRA determines the average level of assessment for land and buildings as of April 1st of each year. The property assessment is then equalized by taking the Town's value and dividing it by the current equalized percentage to arrive at today's fair market value.

Town Of East Kingston
Report of the Trustees of Trust Funds
For the Calendar Year Ending December 31, 2018

First Deposit	Name of Fund	Purpose of Fund	How Invested	PRINCIPAL			INCOME			TOTAL	
				Balance Beginning of Year	Additions-Withdraw Gain-Loss	Balance End of Year	Net Income	Expended During Year	Balance End of Year	Principal & Income	Ending Market Value
CAPITAL RESERVES											
1993	Building Preservation	Town Buildings	Common CRF	21,391.34	54.20	21,445.54	387.41	0.00	2,453.73	23,899.27	23,873.62
1993	Revaluation	Revaluation	Common CRF	37,249.14	10,094.67	47,343.81	688.82	0.00	1,469.21	48,793.02	48,740.66
2016	Police Dept Bldg Long Term Maintenance Costs	Maintenance	Common CRF	13,480.00	15,041.94	28,521.94	318.05	0.00	548.56	29,070.50	29,039.30
2016	Police Dept Long Term Equipment Replacement	Equipment Replacement	Common CRF	20,113.82	9,375.97	29,489.79	390.04	0.00	594.27	30,084.06	30,051.78
2018	Cemetery Maintenance & Administration Expendable Trust	Maintenance	Common CRF	0.00	22,223.18	22,223.18	1,276.36	285.00	991.36	23,214.54	23,189.63
1994	Elementary School Development	School	Common CRF	1,531.30	3.88	1,535.18	27.72	0.00	175.69	1,710.87	1,709.03
1997	School Building Expansion	Construction	Common CRF	595,682.20	1,531.36	597,213.56	10,945.33	0.00	77,991.68	675,205.24	674,480.67
2004	Special Education Expendable	School	Common CRF	40,321.26	102.17	40,423.43	3,894.87	730.26	0.00	4,625.13	45,048.56
2005	School Maintenance	School	Common CRF	16,447.27	39.76	16,487.03	760.19	284.21	0.00	1,044.40	17,531.43
2012	Fire Department	Construction	Common CRF	46,855.59	-2,760.94	44,094.65	1,241.59	681.24	0.00	1,922.83	45,965.10
1999	Fire Apparatus Capital Reserve	Fire Apparatus	Common CRF	79,239.20	50,254.16	129,493.36	1,877.53	0.00	17,830.22	147,323.58	147,165.49
2018	Cistern/Hydrant Repair/Replace Capital Reserve	Repair & Replacement	Common CRF	0.00	15,010.26	15,010.26	91.60	0.00	91.60	15,101.86	15,085.65
1997	Library Capital Expansion	Library	Common CRF	570.62	1.44	572.06	55.13	0.00	68.45	637.51	636.83
2010	Library Bldg Major Repair/Replacement Reserve Fund	Library	Common CRF	60,896.84	11,153.29	71,850.13	2,383.70	1,106.99	3,492.69	75,342.82	75,261.97
Total Capital Reserves				933,576.58	132,125.34	1,065,703.92	94,743.94	285.00	113,276.82	1,178,960.74	1,177,715.57
GRAND TOTALS:				1,366,102.14	131,606.37	1,497,708.51	195,858.60	3,483.37	225,516.96	1,723,227.47	1,725,639.34

Town Of East Kingston
Report of the Trustees of Trust Funds
For the Calendar Year Ending December 31, 2018

First Deposit	Name of Fund	Purpose of Fund	How Invested	PRINCIPAL			INCOME			TOTAL		
				Balance Beginning of Year	Additions- Withdraw Gain-Loss	Balance End of Year	Net Income	Expended During Year	Balance End of Year	Principal & Income	Ending Market Value	
CHARITABLE & PRIVATE TRUSTS												
1900-	Perpetual Care	Lot Care	Common TF	151,416.80	7,409.51	158,826.31	70,047.77	6,123.54	340.14	75,831.17	234,657.48	240,554.51
2008												
1994	Expansion of Existing Cemeteries	Lot Care	Common TF	2,185.99	2.41	2,188.40	1,011.68	86.41	0.00	1,098.09	3,287.49	3,370.11
1994	Future Cemetery Land Acquisition	Lot Care	Common TF	1,457.95	1.61	1,459.56	674.48	57.60	0.00	732.08	2,191.64	2,246.72
1995	Union Cemetery	Lot Care	Common TF	25,334.28	27.90	25,362.18	11,719.89	1,001.11	0.00	12,721.00	38,083.18	39,040.22
2011	Cemetery Maintenance Fund	Maintenance	Common TF	8,155.47	-8,155.47	0.00	640.15	51.42	691.57	0.00	0.00	0.00
1855	Jeremiah Morrill	School	Common TF	15,152.00	11.41	15,163.41	1,140.32	416.22	1,140.32	416.22	15,579.63	15,971.15
1882	Elizabeth Towle	School	Common TF	13,155.19	9.91	13,165.10	990.05	361.38	990.05	361.38	13,526.48	13,866.40
1954	E. Philbrick	School	Common TF	482.23	0.37	482.60	36.29	13.25	36.29	13.25	495.85	506.31
2009	R. E. Sargent Expendable Trust	School	Common TF	215,182.65	173.38	215,356.03	14,854.03	6,214.92	0.00	21,068.95	236,424.98	242,366.35
Total Charitable & Private Trusts				432,523.56	-518.97	432,004.59	101,114.66	14,325.85	3,198.37	112,242.14	544,246.73	557,923.77

East Kingston Capital Improvements Program

2017 - 2023

Adopted:	18	December	1997	31	October	2012
Revised:	8	November	2001	21	October	2013
	21	October	2004	7	November	2014
	17	November	2005	30	December	2015
	16	October	2008	30	December	2016
	15	October	2009	30	December	2017
	21	October	2010	30	December	2018
	30	October	2011			

Revisions prepared by the
East Kingston Planning Board

**TABLE 9
REQUESTED CAPITAL PROJECTS**

Project/Equipment by Department	Proposed Funding Source	Dept. Rank	Project Year	Original Project Cost	Expected Total Tax Impact	Notes
MUNICIPAL CAPITAL PROJECTS:						
CONSERVATION COMMISSION						
Conservation easements	Municipal bond	1	2009	\$2,719,400	\$3,909,385	20 years
		2	2010	\$950,000	\$1,452,059	20 years
Monahan Farm Conservation Easement		3	2016	\$117,000	\$117,000	
	TOTAL			\$3,786,400	\$5,478,444	
LIBRARY TRUSTEES						
Library building	CRF/municipal bond	1	2008	\$560,000	\$865,495	Bond for principal less CRF
	CRF/Library Bldg, Main & Exp. Tr	2	2014	6,800	6,800	
	TOTAL			\$566,800	\$872,295	
TOWN CLERK/TAX COLLECTOR						
Town records preservatons	Municipal bond/new CRF		2016	\$150,000	\$150,000	Microfilm vital records dating from 1700s
	TOTAL			\$150,000	\$150,000	
HISTORICAL COMMITTEE						
Restore Railroad Depot	LCHIP/CRF/Municipal budget			No figures submitted		
Archive historical records	NCRF/Municipal budget			No figures submitted		
Patriotic - Flags			2018	Flags	\$1,000	
RECREATION COMMITTEE						
SCHOOL DISTRICTS CAPITAL PROJECTS:						
ELEMENTARY SCHOOL						
School addition	Municipal budget	1	2005-22	\$1,500,000		
EXETER REGION COOPERATIVE SCHOOL DISTRICT (East Kingston 2009 share =)						

No figures submitted

TABLE 9
REQUESTED CAPITAL PROJECTS

Project/Equipment by Department	Proposed Funding Source	Dept. Rank	Project Year	Original Project Cost	Expected Total Tax Impact	Notes
MUNICIPAL CAPITAL PROJECTS:						
FIRE/RESCUE DEPARTMENT & EMERGENCY MANAGEMENT						
Replace Emergency Vehicles	CRF	1	2016	\$50,000	\$50,000	Fire Apparatus Capital Reserve Fund
Fire Station Land and / or Building	CRF	2	2013	\$100,000	\$100,000	
Repair / Replace Cisterns / Hydrants	CRF	3	2018	\$15,000	\$15,000	
TOTAL				\$165,000	\$165,000	
POLICE DEPARTMENT						
Police Station	Municipal bond/budget	1	2014	\$850,000	\$1,245,750	Bond @ 4.56% for 20 years
Police cruiser	Municipal budget	2	2014	\$15,000	\$30,000	
Computer Upgrades		3	2014	\$4,000	\$15,816	
Protective Vests		4	2019	\$2,000	\$2,000	
Records Management		5	2014/2015	\$10,810	\$21,620	
Remote Access to Data Bases from Laptops		6	2014	\$1,670	\$1,670	
Building Interior - Painting		7	2016/2017	\$2,000	\$4,000	
TOTAL				\$885,480	\$1,320,856	
HIGHWAY DEPARTMENT						
Overlay Greystone Road	Municipal budget	5	2017	TBD	TBD	
Overlay Willow Road	Municipal budget	5	2018	TBD	TBD	
TOTAL				\$0	\$0	
CEMETERY TRUSTEES						
Develop Parsonage land	CRF/municipal bond		2016	\$30,000	\$30,000	New NCRF for cemetery operations
TOTAL				\$30,000	\$30,000	

TABLE 10

Project/Equipment by Department	2018	2019	2020	2021	2022	2023
MUNICIPAL CAPITAL						
PROJECTS:						
FIRE/RESCUE DEPARTMENT & EMERGENCY MANAGEMENT						
Replace Emergency Vehicles	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Fire Station Land and/or Building	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Repair/replace cisternshydrants	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
TOTAL	50,000	165,000	165,000	165,000	165,000	165,000
POLICE DEPARTMENT						
Police Station	\$1,245,750	\$58,830	\$58,830	\$55,030	\$53,230	\$51,430
Police cruiser	\$30,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Computer Upgrades	\$15,816	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
Protective Vests	\$8,235	0	\$2,000	\$2,000	\$2,000	\$2,000
Building Interior - Painting	\$4,000	\$2,000	\$2,000	0	0	0
TOTAL	1,303,801	81,830	81,830	77,830	76,030	74,230
HIGHWAY DEPARTMENT						
Willow Road	TBD					
Overlay Greystone Road	TBD					
TOTAL	0	0				
CEMETERY TRUSTEES						
Develop Parsonage land	\$30,000	New cemetery - NCRF for Operations	2016			
TOTAL	\$30,000					
CONSERVATION COMMISSION						
Conservation easements	\$3,669,400	\$303,319	\$294,256	\$285,194	\$276,006	\$266,818
Monahan Farm Cons. Easement	117,000					
TOTAL	3,786,400	303,319	294,256	285,194	276,006	266,818
LIBRARY TRUSTEES						
Library building	\$665,465	\$40,150	\$39,088	\$37,837	\$36,588	\$35,339
Lib. bldg. main. & Exp. Trust Fund	\$6,800	\$6,800	\$6,800	\$6,800	\$6,800	\$6,800
Lib. Fire Suppression			\$25,000			
TOTAL	672,295	46,950	45,888	69,637	43,388	40,890

TABLE 10

Project/Equipment by Department	2018	2019	2020	2021	2022	2023
<p>total tax Impact of Project</p>						
MUNICIPAL CAPITAL PROJECTS:						
TOWN CLERK/TAX COLLECTOR						
Town records preservatons			Seeking Grant Funds			
TOTAL	\$150,000					
	150,000					
PATRIOTIC / HISTORICAL COMMITTEE						
Restore Railroad Depot	No figures submitted					
Archive historical records	No figures submitted					
Patriotic -Flags	2017	\$1,000				
TOTAL	1,000	1,000				
RECREATION COMMITTEE						
TOTAL MUNICIPAL						
CAPITAL PROJECTS:	6,163,496	628,099	586,974	560,424	548,187	535,950
SCHOOL DISTRICTS CAPITAL PROJECTS:						
ELEMENTARY SCHOOL						
School addition - 2005-2022	\$1,500,000	\$88,235	\$88,235	\$88,235	\$88,235	\$88,235
Municipal Budget						
TOTAL	1,500,000	88,235	88,235	88,235	88,235	88,235
EXETER REGION COOPERATIVE SCHOOL DISTRICT (East Kingston 2009 share =)						

Do not have this information

2018 EAST KINGSTON BIRTH RECORD

D.O.B.	CHILD'S NAME	FATHER'S NAME	MOTHER'S NAME	PLACE OF BIRTH
05/18/2018	Bailey, Hudson Louis	Bailey, Benjamin	Bailey, Callie	Exeter
04/05/2018	Levasseur, Isabella Grace		Levesque, Samantha A.	
09/13/2018	Saucier, Dorian Jeffrey	Saucier, James	Saucier-True, Ashlyn	Exeter

2018 EAST KINGSTON DEATH REPORT

D.O.D.	DECEDENT'S NAME	FATHER'S NAME	MOTHER'S MAIDEN	PLACE OF DEATH
02/16/18	Collins, Maria	Tosto, Martin	Marino, Cecilia	Exeter
02/27/18	French, Madelyn	Connolly, John	Clement, Ina	Portsmouth
03/22/18	Connolly, Lucille	Johnson, Holmer	Daniels, Marjorie	East Kingston
03/24/18	Greenwood, Alan	Greenwood, Frank	Dudley, Phyllis	East Kingston
04/04/18	Metcalfe, Ronald	Metcalfe, Walter	McInerney, Gladys	East Kingston
04/17/18	Sparfeld, Rita	Girard, George	Boudin, Marie	Manchester
05/09/18	Vedrani, Judith	Demonaco, John	Garfi, Jane	Exeter
05/29/18	Jacobs, George	Jacobs, Mathew	Cody, Charlotte	East Kingston
06/13/18	Scandurra, M.	Scandurra, Michael	Dillon, Dolores	East Kingston
07/22/18	Lambert, Martha	Herman, Joseph	Harris, Gladys	Fremont
07/29/18	Watkins, Gordon	Watkins, Richard	Cheshire, Jessie	East Kingston
09/02/18	Lindsay, Harry	Lindsay, Harry	Finley, Mabel	East Kingston
09/27/18	Wright, Albert	Wright, Albert	Ward, Gertrude	East Kingston
11/03/18	Lindsay, A.	Katapodis, Spiros	Whelan, Elise	East Kingston
11/12/18	Damon, Paul	Damon, Charles	Mitchell, Katherine	Dover
12/02/18	Lane, Michael	Lane, Dewitt	Clark, Elizabeth	Dover

2018 EAST KINGSTON MARRIAGE REPORT

DATE	PERSON A's NAME AND RESIDENCE	PERSON B's NAME AND RESIDENCE	TOWN OF ISSUANCE	PLACE OF MARRIAGE
04/27/2018	Patterson, Ashlee M. East Kingston, NH	Larson, Nils East Kingston, NH	East Kingston	East Kingston

TOWN OF
EAST KINGSTON
BUDGET
AND
WARRANT
FOR THE YEAR
2018

The State of New Hampshire

To the Inhabitants of the Town of East Kingston in the [L.S.] County of Rockingham in said State, qualified to vote in Town Affairs:

You are hereby notified in accordance with SB-2, the first session of all business other than voting by official ballot shall be held on Tuesday, February 5, 2019 at 7:00PM at the East Kingston Elementary School, 5 Andrews Lane, in said Town, East Kingston. The first session shall consist of explanation, discussion, and debate of each warrant article. Warrant Articles may be amended, subject to the following limitations:

- (a) Warrant Articles whose wording is prescribed by law shall not be amended.
(b) Warrant Articles that are amended shall be placed on the official ballot for final vote on the main motion, as amended.

The second session of the annual meeting, to vote on questions required by law to be inserted on said official ballot, and to vote on all warrant articles from the first session on official ballot shall be held on Tuesday, the Twelfth Day of March, 2019 with polls open from 8:00AM – 7:00PM at the East Kingston Elementary School, 5 Andrews Lane, in said Town, East Kingston to act upon the following:

Given under our hands and seal, this 8th day of January, in the year of our Lord two thousand nineteen (2019).

Handwritten signatures of Erin Peterson and Paul Poth on a dotted line.

Selectmen of East Kingston



A true copy of Warrant -- Attest:

Dotted lines for attestation.

TOWN OF EAST KINGSTON, NEW HAMPSHIRE

1. To choose all necessary Town Officers for the year ensuing.
2. Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Town of East Kingston Zoning Ordinance as follows:

The East Kingston Planning Board supports the following amendments to Zoning Ordinance Article XVI Home Occupations:

ARTICLE XVI - HOME OCCUPATIONS (Adopted 3/89)

A. Definitions:

A Home Occupation is a professional occupation, service business or the production or selling of a product that is carried out from the primary dwelling which is clearly accessory and subordinate to the residential use of the property. A Home Occupation may not be conducted in an Accessory Dwelling Unit.

An Invisible Home Occupation is one with no visible activity conducted outside the home.

A Visible Home Occupation is a home-based business with a sign and/or customers visiting the business for the purchase of services or products. (Amended 3/96; Amended 3/17)

A grandfathered nonconforming use is a use not permitted in the zoning district where it operates and that existed prior to adoption of the Home Occupation ordinance on January 6, 1989. The baseline of the nature and scale of the Grandfathered Non-Conforming Use shall be determined by the record established by the Grandfathered Non-Conforming Use Survey over the most recent 5 years.

- B. Where Permitted: Home occupations are allowed in a residential dwelling unit by permit only. The Board of Selectmen may issue a Home Occupation Permit after the Planning Board holds a public hearing on the application with public notice- per RSA 675:7 paid for by the applicant (Amended 3/91) and provided the provisions of this section are met. (Amended 3/96)

C. Standards:

All Visible Home Occupations shall comply fully with the following standards to protect public health and safety, and shall have no impact to the character of residential neighborhoods and the town.

1. The Home Occupation must be located within a dwelling unit, or in a building or structure accessory to a dwelling unit.
2. The exterior of the building must not create or display any evidence of the home occupation, except a permitted sign and parking for customers and delivery vehicles. Variation from the residential character is prohibited.

3. Adequate off-street parking must be provided for customers and deliveries. All businesses must provide adequate turnaround, drop-off, and pick-up areas in order to prevent cars from waiting in the street right-of-way and to prevent cars from backing up into the public right-of-way. The Home Occupation shall not require regular need for delivery of materials to and from the premises by commercial vehicles over twelve-thousand (12,000) pounds GVWR (e.g. tractor trailers and heavy commercial vehicles). (Amended 3/90)
4. The Home Occupation must be conducted by a resident or owner of the property.
5. The home occupation must not offend by emitting smoke, dust, odor, noise, gas, fumes, lights, or refuse matter.
6. Home occupation must not cause excessive vibrations, store or handle combustible or explosive materials, or negatively impact the physical condition, safety, access or traffic volume of existing roads.
7. The Home Occupation must not utilize more than 25% of the gross floor area including dwelling, basement and accessory structures.
8. Not more than two non-residents (of the premises) may be employed by the Home Occupation. For the purposes of this section, the Planning Board shall determine whether sales or other personnel, who conduct the majority of their business away from the property, shall be included in the count of those employed at the premises. (Amended 3/96)
9. Disposal of all solid waste generated by the business must be at the business owner's expense, and shall not be provided by the Town of East Kingston. (Adopted 3/07)

D. Exceptions:

- 1) If a property is located on a State Road (NH Routes 107, 107A, 108) ~~or is greater than eight-acres in size~~, no more than four non-residents (of the premises) may be employed, and the home occupation use of the dwelling shall not utilize more than 50% of the gross floor area (including dwelling, basement and accessory structures).
- 2) Administrative support for businesses or services that are conducted on or off-site of the residential premises are exempt from the formal application and approval process but must complete an Invisible Home Occupation application for the purposes of municipal record keeping, pay the annual Invisible Home Occupation Permit Fee, and meet with the Planning Board to present the application and receive a favorable recommendation from the Planning Board. (Amended 3/97)

E. Permitted Uses: The following uses (including but not limited to) may be permitted and must be secondary to the residential use of the dwelling unit. (Amended 3/2012)

1. Medical, health and dental offices, fitness training, exercise, health counseling;
2. Other professional offices and instructional services (i.e. cooking, crafts, arts);

3. Tailor, seamstress;
4. Artisan, writer or musician;
5. Day care for up to twelve preschool plus five school-age children; any day care use shall be in compliance with the State Department of Health and Welfare's "He-C400 2.N.H. Child-Care Facility (Day Care) Licensing and Operating Standards". Twelve preschool plus five school-age children shall be the maximum number allowed to be cared for in the Residential District. (Amended 3/90)
6. Bookkeepers, accountants, secretarial services;
7. Real estate and insurance offices;
8. Beauticians and barbers;
9. Art, craft, hobby, and antique shops;
10. Vehicle light repair and maintenance services for not more than three vehicles at any given time and not more than two vehicles parked outside. (Adopted 3/06)
11. Animal care and training (number of animals to be determined by the Planning Board) (Amended 3/2012);
12. Occupations not listed above that are of a similar nature, scale and impact with review by the Planning Board, and only if the Board of Selectmen finds that the occupation meets the provisions of this section. (Amended 3/96)

F. Uses Not Permitted: The following uses are not permitted as a Home Occupation: adult oriented business; fireworks storage, manufacture and sales; industrial and commercial manufacturing or activity; vehicle restoration and auto body shops; storage, handling or sales or regulated substances. (Adopted 3/13; Amended 3/17)

G. Permit Required: An annual permit to operate each home occupation must be obtained from the Board of Selectmen during the second quarter of the calendar year beginning in 1989. Agricultural/Farm home occupations and Family Day Care operations (up to six preschoolers plus up to three school-age children (Section E.5)) shall be exempt from these permitting procedures. (Amended 3/91, 3/90, 3/96 and 3/06)

There shall be an annual permit fee (see fee schedule) charged to cover the costs for Board of Selectmen review, administration and enforcement of the ordinance. (Amended 3/06, 3/09)

Businesses whose owners can demonstrate that they do not create any traffic, visual, or other impacts on the neighborhood may be deemed by the Selectmen as being an "invisible business with a reduced permit fee. An invisible status does not relieve these businesses from compliance with the provisions of this and all other sections of the zoning ordinance. (Adopted 3/97, Amended 3/06; Amended 3/17)

A minimum annual fee (see fee schedule) shall be charged to those home occupations identified as “invisible” to defray the administrative costs of annual review and Board of Selectmen oversight. (Adopted 3/97, Amended 3/09)

- H. Grandfathered Nonconforming Uses: Any pre-existing grandfathered nonconforming use of a commercial business nature in operation at the date of the public posting of this ordinance (January 6, 1989) are required to submit an annual Home Occupation Application and fee and complete a Grandfathered Non-Conforming Use Survey. Annual Home Occupation permits shall not be issued without a completed Grandfathered Non-Conforming Use Annual Survey. Any Grandfathered Nonconforming Use in effect as of January 6, 1989 shall not increase in scale or nature of the business. The baseline of the nature and scale of the Grandfathered Non-Conforming Use will be determined by the record established by the Grandfathered Non-Conforming Use Survey for the most recent year up to a 5 year period. In addition, such Grandfathered Nonconforming Uses shall not be relieved from compliance with other state and local regulations.
- I. Signs for Visible Home Occupations: Signs for Home Occupations may be erected and maintained only when in compliance with Article VII - General Provisions and the following provisions. (Amended 3/91; Amended 3/13)
1. No sign shall be internally illuminated, or have flashing or moving parts;
 2. No sign may have more than two sides.
 3. No sign shall be allowed for invisible businesses.
- J. Procedure: Application shall be made to the Selectmen’s office, including public hearing fees paid in accordance with the Town of East Kingston Subdivision Regulations. Abutters will be notified and the applicant will be scheduled for a public hearing with the Planning Board. After the public hearing, the Planning Board will make a recommendation to the Selectmen as to whether the Home Occupation Permit should be granted. The application will then be forwarded to the Selectmen who will issue their final decision. (Adopted 3/96)
- K. Application: The Home Occupation Permit Application and Home Occupation Permit Worksheet must be filled out in full detail to be accepted for processing. The Planning Board shall hold a public hearing and make a recommendation on the application to the Board of Selectmen. If the property is part of a Homeowners Association or Condominium Association, the applicant shall provide a letter from the Homeowners Association that the Home Occupation is allowed. If a tenant of a rental property, the applicant shall provide a letter from the property owner that the Home Occupation is allowed. (Amended 3/01)
- L. Enforcement: This section shall be administered and enforced by the Board of Selectmen. Any person who violates the provisions of this section shall be fined \$100 for each offense.

Each day that a violation is continued shall constitute a separate offense. No action may be brought about under this provision unless the alleged offender has been given at least a 7-day notice from the Selectmen by certified mail, return receipt requested, that a violation exists.

In addition, such Home Occupations shall not be relieved from compliance with other state and local regulations.

3. Shall the Town of East Kingston raise and appropriate as an operating budget, not including appropriations by special warrant articles 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 \$2,926,287. Should this article be defeated, the default budget shall be \$2,914,464 which is the same as last year, with certain adjustments required by previous action of the Town of East Kingston 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. This operating budget article doesn't contain appropriations contained in any other warrant articles.
MAJORITY VOTE REQUIRED

4. To see if the Town will vote to raise and appropriate the sum of forty-three thousand five hundred dollars (\$43,500) to conduct a revaluation and authorize the withdrawal of forty-three thousand five hundred dollars (\$43,500) from the Revaluation Capital Reserve Fund created for that purpose. No amount to be raised by taxation.
MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

5. To see if the Town will vote to raise and appropriate the sum of eleven thousand dollars (\$11,000) to be added to the existing Library Building Major Repair/Replacement Capital Reserve Fund established at 2010 Town Meeting for the purpose of funding long-term repairs and replacements for the library building.
MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

6. To see if the Town will vote to raise and appropriate the sum of fifty thousand dollars (\$50,000) to be added to the existing Fire Apparatus Capital Reserve Fund established at the 1999 Town Meeting for the purpose of acquiring fire apparatus.
MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

7. To see if the Town will vote to raise and appropriate the sum of ten thousand dollars (\$10,000) to be added to the existing Fire Department/Emergency Operations Center Land &/or Building Capital Reserve Fund established at the 2012 Town Meeting for the purpose of the acquisition of land and/or building or construction of building for a Fire Station/Emergency Operations Center.
MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

8. To see if the Town will vote to raise and appropriate the sum of fifteen thousand dollars (\$15,000) to be added to the existing cistern/hydrant repair/replace Capital Reserve Fund established at the 2018 Town Meeting for the purpose of repairing or replacing existing cisterns or hydrants.
MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board Vote).

9. To see if the Town will vote to raise and appropriate the sum of fifteen thousand dollars (\$15,000) to be added to the existing Police Department Building Long Term Maintenance Costs Capital Reserve Fund established at 2016 Town Meeting for the purpose of funding long term maintenance costs for the Police Department Building.
MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

10. To see if the Town will vote to raise and appropriate the sum of ten thousand dollars (\$10,000) to be added to the existing Police Department long term Equipment Replacement Capital Reserve Fund established at the 2016 Town Meeting for the purpose of funding long term Equipment replacement costs for the Police Department.
MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

11. To see if the Town will vote to accept the report of the Salary Review Committee and approve the following recommendations:

Supervisor of the Checklist	\$125 per election \$125 per purge of the Checklist	(1) (2)
Moderator	\$225 per election	(1)
Election Officers	\$10.50 per hour	(1) (2)
Bookkeeper of the Trust Funds	\$800 per year Actual Expenses	(3)
Treasurer	\$1,700 per year Actual Expenses	(3)
First Selectman	\$5,000 per year Actual Expenses	(3)
Second and Third Selectmen	\$4,000 per year Actual Expenses	(3)
Town Clerk/Tax Collector	\$48,000 per year Actual Expenses	(4) (3)

1. Election pay includes any associated meetings until adjournment thereof.
2. Supervisor of the Checklist and Elected Officials shall be paid the greater of \$10.50 per hour or the applicable minimum wage for hours worked outside of election meeting hours including for registration and checklist verification but excluding required purge of the checklist.
3. Expenses include actual expenses incurred with mileage reimbursed at the current IRS coded amount at the time of the requested reimbursement.
4. Salary is based on the Town Clerk / Tax Collector working a minimum of 35 hours per week. There shall be a minimum of 30 public office hours, including a minimum of five days per week and including one evening session of two hours. The Town Clerk / Tax Collector

will determine which night to have the evening session. This salary recommendation applies only to the current office holder and is based on experience and years of service.

The following provisions shall also apply:

- All Salaries are retroactive to January 1, 2019.
- The Town shall retain all fees collected by any elected official.
- A Salary Review Committee shall be appointed by the Moderator in 2021 to make recommendations to the 2022 Annual Meeting of the Town.

MAJORITY VOTE REQUIRED

12. To see if the Town will vote to allow the operation of KENO within the Town pursuant to the provisions of NH RSA 284:41 through 51.

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

13. On the petition of Kevin C. Frye and 50 other registered voters in East Kingston, NH, "We the undersigned registered voters of East Kingston hereby petition the Board of Selectmen to include as a warrant article at the 2019 Annual Town Election the following: "Shall the Town vote to establish an Emerald Ash Borer (EAB) Expendable Trust Fund in accordance with NH RSA 31:19-a for the purpose of monitoring and treating ash trees infected or threatened by the EAB, and to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be placed in the fund. Further to name the Board of Selectmen as agents to expend from said fund."

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

Given under our hands & seal, this 8th day of January, in the year of our Lord Two Thousand Nineteen.

A true copy of Warrant – Attest:



Erin J. Pettinato, Chairman



Richard S. Poelaert



Justin B. Lyons
Town of East Kingston
Board of Selectmen



Proposed Budget

East Kingston

For the period beginning January 1, 2019 and ending December 31, 2019

Form Due Date: **20 Days after the Annual Meeting**

This form was posted with the warrant on: January 25, 2019

GOVERNING BODY CERTIFICATION

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

Name	Position	Signature
Erin J. Pettinato	Chairman, Board of Selectmen	
Richard S. Poelaert	Selectman	
Justin B. Lyons	Selectman	

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

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



Appropriations

Account	Purpose	Article	Expenditures for	Appropriations for	Proposed Appropriations for period		
			period ending	period ending	(Recommended)	(Not Recommended)	
			12/31/2018	12/31/2018	ending 12/31/2019		
General Government							
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0	
4130-4139	Executive	03	\$96,590	\$104,423	\$106,447	\$0	
4140-4149	Election, Registration, and Vital Statistics	03	\$54,917	\$67,009	\$56,351	\$0	
4150-4151	Financial Administration	03	\$125,329	\$128,707	\$149,192	\$0	
4152	Revaluation of Property	03	\$25,943	\$20,625	\$14,400	\$0	
4153	Legal Expense	03	\$13,826	\$40,000	\$40,000	\$0	
4155-4159	Personnel Administration	03	\$378,415	\$277,623	\$309,951	\$0	
4191-4193	Planning and Zoning	03	\$20,246	\$32,395	\$32,442	\$0	
4194	General Government Buildings	03	\$111,989	\$174,086	\$173,038	\$0	
4195	Cemeteries	03	\$18,595	\$15,215	\$18,450	\$0	
4196	Insurance	03	\$53,424	\$53,424	\$54,728	\$0	
4197	Advertising and Regional Association		\$0	\$0	\$0	\$0	
4199	Other General Government	03	\$1,628	\$20,000	\$20,000	\$0	
	General Government Subtotal		\$900,902	\$933,507	\$974,999	\$0	
Public Safety							
4210-4214	Police	03	\$398,572	\$480,220	\$476,308	\$0	
4215-4219	Ambulance	03	\$15,901	\$19,000	\$19,500	\$0	
4220-4229	Fire	03	\$215,211	\$193,052	\$209,000	\$0	
4240-4249	Building Inspection	03	\$14,026	\$14,200	\$14,626	\$0	
4290-4298	Emergency Management	03	\$4,638	\$42,900	\$35,700	\$0	
4299	Other (Including Communications)		\$0	\$0	\$0	\$0	
	Public Safety Subtotal		\$648,348	\$749,372	\$755,134	\$0	
Airport/Aviation Center							
4301-4309	Airport Operations		\$0	\$0	\$0	\$0	
	Airport/Aviation Center Subtotal		\$0	\$0	\$0	\$0	
Highways and Streets							
4311	Administration		\$0	\$0	\$0	\$0	
4312	Highways and Streets	03	\$391,117	\$455,179	\$453,665	\$0	
4313	Bridges		\$0	\$0	\$0	\$0	
4316	Street Lighting	03	\$4,132	\$3,200	\$4,400	\$0	
4319	Other		\$0	\$0	\$0	\$0	
	Highways and Streets Subtotal		\$395,249	\$458,379	\$458,065	\$0	



Appropriations

Account	Purpose	Article	Expenditures for period ending 12/31/2018	Appropriations for period ending 12/31/2018	Proposed Appropriations for period ending 12/31/2019	
					(Recommended)	(Not Recommended)
Sanitation						
4321	Administration		\$0	\$0	\$0	\$0
4323	Solid Waste Collection	03	\$187,575	\$196,100	\$201,300	\$0
4324	Solid Waste Disposal		\$0	\$0	\$0	\$0
4325	Solid Waste Cleanup		\$0	\$0	\$0	\$0
4326-4328	Sewage Collection and Disposal		\$0	\$0	\$0	\$0
4329	Other Sanitation		\$0	\$0	\$0	\$0
	Sanitation Subtotal		\$187,575	\$196,100	\$201,300	\$0
Water Distribution and Treatment						
4331	Administration		\$0	\$0	\$0	\$0
4332	Water Services		\$0	\$0	\$0	\$0
4335	Water Treatment		\$0	\$0	\$0	\$0
4338-4339	Water Conservation and Other		\$0	\$0	\$0	\$0
	Water Distribution and Treatment Subtotal		\$0	\$0	\$0	\$0
Electric						
4351-4352	Administration and Generation		\$0	\$0	\$0	\$0
4353	Purchase Costs		\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance		\$0	\$0	\$0	\$0
4359	Other Electric Costs		\$0	\$0	\$0	\$0
	Electric Subtotal		\$0	\$0	\$0	\$0
Health						
4411	Administration		\$0	\$0	\$0	\$0
4414	Pest Control	03	\$1,290	\$2,500	\$3,200	\$0
4415-4419	Health Agencies, Hospitals, and Other	03	\$5,735	\$9,700	\$9,700	\$0
	Health Subtotal		\$7,025	\$12,200	\$12,900	\$0
Welfare						
4441-4442	Administration and Direct Assistance		\$0	\$0	\$0	\$0
4444	Intergovernmental Welfare Payments	03	\$11,750	\$12,250	\$10,350	\$0
4445-4449	Vendor Payments and Other	03	\$25	\$13,600	\$13,000	\$0
	Welfare Subtotal		\$11,775	\$25,850	\$23,350	\$0
Culture and Recreation						
4520-4529	Parks and Recreation	03	\$11,999	\$12,500	\$12,500	\$0
4550-4559	Library	03	\$119,966	\$133,058	\$137,551	\$0
4583	Patriotic Purposes	03	\$788	\$1,000	\$1,000	\$0
4589	Other Culture and Recreation	03	\$0	\$0	\$1,000	\$0
	Culture and Recreation Subtotal		\$132,753	\$146,558	\$152,051	\$0



Appropriations

Account	Purpose	Article	Expenditures for period ending 12/31/2018	Appropriations for period ending 12/31/2018	Proposed Appropriations for period ending 12/31/2019	
					(Recommended)	(Not Recommended)
Conservation and Development						
4611-4612	Administration and Purchasing of Natural Resources		\$0	\$0	\$0	\$0
4619	Other Conservation	03	\$7,000	\$7,000	\$7,000	\$0
4631-4632	Redevelopment and Housing		\$0	\$0	\$0	\$0
4651-4659	Economic Development		\$0	\$0	\$0	\$0
Conservation and Development Subtotal			\$7,000	\$7,000	\$7,000	\$0
Debt Service						
4711	Long Term Bonds and Notes - Principal	03	\$250,000	\$250,000	\$245,000	\$0
4721	Long Term Bonds and Notes - Interest	03	\$101,988	\$104,032	\$81,488	\$0
4723	Tax Anticipation Notes - Interest		\$0	\$0	\$0	\$0
4790-4799	Other Debt Service		\$0	\$0	\$0	\$0
Debt Service Subtotal			\$351,988	\$354,032	\$326,488	\$0
Capital Outlay						
4901	Land		\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment	03	\$15,000	\$15,000	\$15,000	\$0
4903	Buildings		\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings		\$0	\$0	\$0	\$0
Capital Outlay Subtotal			\$15,000	\$15,000	\$15,000	\$0
Operating Transfers Out						
4912	To Special Revenue Fund		\$0	\$0	\$0	\$0
4913	To Capital Projects Fund		\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport		\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric		\$0	\$0	\$0	\$0
4914O	To Proprietary Fund - Other		\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer		\$0	\$0	\$0	\$0
4914W	To Proprietary Fund - Water		\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds		\$0	\$0	\$0	\$0
4919	To Fiduciary Funds		\$0	\$0	\$0	\$0
Operating Transfers Out Subtotal			\$0	\$0	\$0	\$0
Total Operating Budget Appropriations					\$2,926,287	\$0



Special Warrant Articles

Account	Purpose	Article	Proposed Appropriations for period ending 12/31/2019	
			(Recommended)	(Not Recommended)
4152	Revaluation of Property	04 <i>Purpose: Raise and appropriate \$43,500 to conduct a revalua</i>	\$43,500	\$0
4915	To Capital Reserve Fund	05 <i>Purpose: Appropriate \$11,000 to CRF.</i>	\$11,000	\$0
4915	To Capital Reserve Fund	06 <i>Purpose: Appropriate \$50,000 to CRF.</i>	\$50,000	\$0
4915	To Capital Reserve Fund	07 <i>Purpose: Appropriate \$10,000 to CRF.</i>	\$10,000	\$0
4915	To Capital Reserve Fund	08 <i>Purpose: Appropriate \$15,000 to CRF.</i>	\$15,000	\$0
4915	To Capital Reserve Fund	09 <i>Purpose: Appropriate \$15,000 to CRF.</i>	\$15,000	\$0
4915	To Capital Reserve Fund	10 <i>Purpose: Appropriate \$10,000 to CRF.</i>	\$10,000	\$0
4915	To Capital Reserve Fund	13 <i>Purpose: Vote to establish an Emerald Ash Borer Expendable</i>	\$5,000	\$0
Total Proposed Special Articles			\$159,500	\$0



New Hampshire
Department of
Revenue Administration

2019
MS-636

Individual Warrant Articles

Account	Purpose	Article	Proposed Appropriations for period ending 12/31/2019	
			(Recommended)	(Not Recommended)
Total Proposed Individual Articles			\$0	\$0



Revenues

Account	Source	Article	Actual Revenues for period ending 12/31/2018	Estimated Revenues for period ending 12/31/2018	Estimated Revenues for period ending 12/31/2019
Taxes					
3120	Land Use Change Tax - General Fund	03	\$0	\$6,015	\$37,500
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	03	\$28,870	\$30,000	\$30,000
9991	Inventory Penalties		\$0	\$0	\$0
Taxes Subtotal			\$28,870	\$36,015	\$67,500
Licenses, Permits, and Fees					
3210	Business Licenses and Permits	03	\$2,257	\$2,520	\$2,300
3220	Motor Vehicle Permit Fees	03	\$587,718	\$540,000	\$588,000
3230	Building Permits	03	\$5,868	\$3,500	\$5,800
3290	Other Licenses, Permits, and Fees	03	\$8,788	\$16,704	\$9,000
3311-3319	From Federal Government		\$0	\$0	\$0
Licenses, Permits, and Fees Subtotal			\$604,631	\$562,744	\$605,100
State Sources					
3351	Shared Revenues		\$0	\$0	\$0
3352	Meals and Rooms Tax Distribution	03	\$123,181	\$123,301	\$123,181
3353	Highway Block Grant	03	\$53,635	\$52,768	\$53,635
3354	Water Pollution Grant		\$0	\$0	\$0
3355	Housing and Community Development		\$0	\$0	\$0
3356	State and Federal Forest Land Reimbursement	03	\$24	\$23	\$24
3357	Flood Control Reimbursement		\$0	\$0	\$0
3359	Other (Including Railroad Tax)	03	\$518	\$252	\$500
3379	From Other Governments		\$0	\$0	\$0
State Sources Subtotal			\$177,358	\$176,344	\$177,340
Charges for Services					
3401-3406	Income from Departments	03	\$35,392	\$34,000	\$35,000
3409	Other Charges		\$0	\$0	\$0
Charges for Services Subtotal			\$35,392	\$34,000	\$35,000
Miscellaneous Revenues					
3501	Sale of Municipal Property		\$0	\$0	\$0
3502	Interest on Investments	03	\$3,571	\$1,400	\$3,600
3503-3509	Other	03	\$10,529	\$33,172	\$10,000
Miscellaneous Revenues Subtotal			\$14,100	\$34,572	\$13,600



Revenues

Account	Source	Article	Actual Revenues for period ending 12/31/2018	Estimated Revenues for period ending 12/31/2018	Estimated Revenues for period ending 12/31/2019
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)		\$0	\$0	\$0
3915	From Capital Reserve Funds	04	\$0	\$121,000	\$43,500
3916	From Trust and Fiduciary Funds		\$0	\$0	\$0
3917	From Conservation Funds		\$0	\$0	\$0
Interfund Operating Transfers In Subtotal			\$0	\$121,000	\$43,500
Other Financing Sources					
3934	Proceeds from Long Term Bonds and Notes		\$0	\$0	\$0
9998	Amount Voted from Fund Balance		\$0	\$0	\$0
9999	Fund Balance to Reduce Taxes		\$0	\$0	\$0
Other Financing Sources Subtotal			\$0	\$0	\$0
Total Estimated Revenues and Credits			\$860,351	\$964,675	\$942,040



Budget Summary

Item	Period ending 12/31/2018	Period ending 12/31/2019
Operating Budget Appropriations	\$2,897,998	\$2,926,287
Special Warrant Articles	\$148,695	\$159,500
Individual Warrant Articles	\$0	\$0
Total Appropriations	\$3,046,693	\$3,085,787
Less Amount of Estimated Revenues & Credits	\$964,675	\$942,040
Estimated Amount of Taxes to be Raised	\$2,082,018	\$2,143,747



Default Budget of the Municipality

East Kingston

For the period beginning January 1, 2019 and ending December 31, 2019

RSA 40:13, IX (b) "Default budget" as used in this subdivision means the amount of the same appropriations as contained in the operating budget authorized for the previous year, reduced and increased, as the case may be, by debt service, contracts, and other obligations previously incurred or mandated by law, and reduced by one-time expenditures contained in the operating budget. For the purposes of this paragraph, one-time expenditures shall be appropriations not likely to recur in the succeeding budget, as determined by the governing body, unless the provisions of RSA 40:14-b are adopted, of the local political subdivision.

This form was posted with the warrant on: January 25, 2019

GOVERNING BODY CERTIFICATION

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

Name	Position	Signature
Erin J. Pettinato	Chairman, Board of Selectmen	
Richard S. Poelaert	Selectman	
Justin B. Lyons	Selectman	

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

For assistance please contact:
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<http://www.revenue.nh.gov/mun-prop/>



Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
General Government					
0000-0000	Collective Bargaining	\$0	\$0	\$0	\$0
4130-4139	Executive	\$104,423	\$804	\$0	\$105,227
4140-4149	Election, Registration, and Vital Statistics	\$67,009	(\$11,083)	\$0	\$55,926
4150-4151	Financial Administration	\$128,707	(\$763)	\$0	\$127,944
4152	Revaluation of Property	\$20,625	(\$6,225)	\$0	\$14,400
4153	Legal Expense	\$40,000	\$0	\$0	\$40,000
4155-4159	Personnel Administration	\$277,623	\$32,328	\$0	\$309,951
4191-4193	Planning and Zoning	\$32,395	\$47	\$0	\$32,442
4194	General Government Buildings	\$174,086	\$1,952	\$0	\$176,038
4195	Cemeteries	\$15,215	\$1,110	\$0	\$16,325
4196	Insurance	\$53,424	\$1,304	\$0	\$54,728
4197	Advertising and Regional Association	\$0	\$0	\$0	\$0
4199	Other General Government	\$20,000	\$0	\$0	\$20,000
	General Government Subtotal	\$933,507	\$19,474	\$0	\$952,981
Public Safety					
4210-4214	Police	\$480,220	\$9,883	\$0	\$490,103
4215-4219	Ambulance	\$19,000	\$0	\$0	\$19,000
4220-4229	Fire	\$193,052	\$15,948	\$0	\$209,000
4240-4249	Building Inspection	\$14,200	\$426	\$0	\$14,626
4290-4298	Emergency Management	\$42,900	(\$7,200)	\$0	\$35,700
4299	Other (Including Communications)	\$0	\$0	\$0	\$0
	Public Safety Subtotal	\$749,372	\$19,057	\$0	\$768,429
Airport/Aviation Center					
4301-4309	Airport Operations	\$0	\$0	\$0	\$0
	Airport/Aviation Center Subtotal	\$0	\$0	\$0	\$0
Highways and Streets					
4311	Administration	\$0	\$0	\$0	\$0
4312	Highways and Streets	\$455,179	\$986	\$0	\$456,165
4313	Bridges	\$0	\$0	\$0	\$0
4316	Street Lighting	\$3,200	\$0	\$0	\$3,200
4319	Other	\$0	\$0	\$0	\$0
	Highways and Streets Subtotal	\$458,379	\$986	\$0	\$459,365



Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Sanitation					
4321	Administration	\$0	\$0	\$0	\$0
4323	Solid Waste Collection	\$196,100	\$0	\$0	\$196,100
4324	Solid Waste Disposal	\$0	\$0	\$0	\$0
4325	Solid Waste Cleanup	\$0	\$0	\$0	\$0
4326-4328	Sewage Collection and Disposal	\$0	\$0	\$0	\$0
4329	Other Sanitation	\$0	\$0	\$0	\$0
Sanitation Subtotal		\$196,100	\$0	\$0	\$196,100
Water Distribution and Treatment					
4331	Administration	\$0	\$0	\$0	\$0
4332	Water Services	\$0	\$0	\$0	\$0
4335	Water Treatment	\$0	\$0	\$0	\$0
4338-4339	Water Conservation and Other	\$0	\$0	\$0	\$0
Water Distribution and Treatment Subtotal		\$0	\$0	\$0	\$0
Electric					
4351-4352	Administration and Generation	\$0	\$0	\$0	\$0
4353	Purchase Costs	\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance	\$0	\$0	\$0	\$0
4359	Other Electric Costs	\$0	\$0	\$0	\$0
Electric Subtotal		\$0	\$0	\$0	\$0
Health					
4411	Administration	\$0	\$0	\$0	\$0
4414	Pest Control	\$2,500	\$0	\$0	\$2,500
4415-4419	Health Agencies, Hospitals, and Other	\$9,700	\$0	\$0	\$9,700
Health Subtotal		\$12,200	\$0	\$0	\$12,200
Welfare					
4441-4442	Administration and Direct Assistance	\$0	\$0	\$0	\$0
4444	Intergovernmental Welfare Payments	\$12,250	\$0	\$0	\$12,250
4445-4449	Vendor Payments and Other	\$13,600	\$0	\$0	\$13,600
Welfare Subtotal		\$25,850	\$0	\$0	\$25,850
Culture and Recreation					
4520-4529	Parks and Recreation	\$12,500	\$0	\$0	\$12,500
4550-4559	Library	\$133,058	\$4,493	\$0	\$137,551
4583	Patriotic Purposes	\$1,000	\$0	\$0	\$1,000
4589	Other Culture and Recreation	\$0	\$0	\$0	\$0
Culture and Recreation Subtotal		\$146,558	\$4,493	\$0	\$151,051



Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Conservation and Development					
4611-4612	Administration and Purchasing of Natural Resources	\$0	\$0	\$0	\$0
4619	Other Conservation	\$7,000	\$0	\$0	\$7,000
4631-4632	Redevelopment and Housing	\$0	\$0	\$0	\$0
4651-4659	Economic Development	\$0	\$0	\$0	\$0
Conservation and Development Subtotal		\$7,000	\$0	\$0	\$7,000
Debt Service					
4711	Long Term Bonds and Notes - Principal	\$250,000	(\$5,000)	\$0	\$245,000
4721	Long Term Bonds and Notes - Interest	\$104,032	(\$22,544)	\$0	\$81,488
4723	Tax Anticipation Notes - Interest	\$0	\$0	\$0	\$0
4790-4799	Other Debt Service	\$0	\$0	\$0	\$0
Debt Service Subtotal		\$354,032	(\$27,544)	\$0	\$326,488
Capital Outlay					
4901	Land	\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment	\$15,000	\$0	\$0	\$15,000
4903	Buildings	\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings	\$0	\$0	\$0	\$0
Capital Outlay Subtotal		\$15,000	\$0	\$0	\$15,000
Operating Transfers Out					
4912	To Special Revenue Fund	\$0	\$0	\$0	\$0
4913	To Capital Projects Fund	\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport	\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric	\$0	\$0	\$0	\$0
4914O	To Proprietary Fund - Other	\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer	\$0	\$0	\$0	\$0
4914W	To Proprietary Fund - Water	\$0	\$0	\$0	\$0
4915	To Capital Reserve Fund	\$0	\$0	\$0	\$0
4916	To Expendable Trusts/Fiduciary Funds	\$0	\$0	\$0	\$0
4917	To Health Maintenance Trust Funds	\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds	\$0	\$0	\$0	\$0
4919	To Fiduciary Funds	\$0	\$0	\$0	\$0
Operating Transfers Out Subtotal		\$0	\$0	\$0	\$0
Total Operating Budget Appropriations		\$2,897,998	\$16,466	\$0	\$2,914,464



New Hampshire
Department of
Revenue Administration

2019
MS-DTB

Reasons for Reductions/Increases & One-Time Appropriations

Account	Explanation
<i>No reasons entered for reductions/increases or one-time appropriations.</i>	

TOWN OF EAST KINGSTON
First Session of the 2019 Annual Meeting
Deliberative Session - February 5, 2019

Selectmen
Erin Pettinato, Chairman
Richard Poelaert
Justin Lyons

Barton L. Mayer, Town Counsel
Keri J. Marshall, Moderator
Barbara A. Clark, Town Clerk

Before the Deliberative Session began, the Moderator apologized for the delay as a clear error had been found in the budget and the Selectmen were trying to figure out the best way to proceed. She said the Selectmen didn't have confidence in what was being presented.

Roby Day asked if the error was higher or lower and Keri said the budget was too low and there would not be sufficient monies. Roby made the suggestion they could correct such oversights with an amendment to the budget. Keri said the Selectmen feared they were not giving the voters accurate information.

Sarah Courchesne asked if we could proceed and vote on the remaining articles while this error was being figured out. Keri said she would be willing to do this, with everyone's permission. She said the article at issue was Article 3.

The Moderator took a vote, show of cards, to see if everyone wanted to proceed with the remaining articles.
Voted: Passed

At this time, Keri excused the Board of Selectmen and Town Counsel, and said she would pass over Article 3.

The Moderator, Keri Marshall, called the meeting to order at 7:12 pm with 34 residents in attendance.

1. To choose all necessary Town Officers for the year ensuing.
2. Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Town of East Kingston Zoning Ordinance as follows:

The East Kingston Planning Board supports the following amendments to Zoning Ordinance Article XVI Home Occupations:

ARTICLE XVI - HOME OCCUPATIONS (Adopted 3/89)

A. Definitions:

A Home Occupation is a professional occupation, service business or the production or selling of a product that is carried out from the primary dwelling which is clearly accessory and subordinate to the residential use of the property. A Home Occupation may not be conducted in an Accessory Dwelling Unit.

An Invisible Home Occupation is one with no visible activity conducted outside the home.

A Visible Home Occupation is a home-based business with a sign and/or customers visiting the business for the purchase of services or products. (Amended 3/96; Amended 3/17)

A grandfathered nonconforming use is a use not permitted in the zoning district where it operates and that existed prior to adoption of the Home Occupation ordinance on January 6, 1989. The baseline of the nature and scale of the Grandfathered Non-Conforming Use shall be determined by the record established by the Grandfathered Non-Conforming Use Survey over the most recent 5 years.

B. Where Permitted: Home occupations are allowed in a residential dwelling unit by permit only. The Board of Selectmen may issue a Home Occupation Permit after the Planning Board holds a public hearing on the application with public notice per RSA 675:7 paid for by the applicant (Amended 3/91) and provided the provisions of this section are met. (Amended 3/96)

C. Standards:

All Visible Home Occupations shall comply fully with the following standards to protect public health and safety, and shall have no impact to the character of residential neighborhoods and the town.

1. The Home Occupation must be located within a dwelling unit, or in a building or structure accessory to a dwelling unit.
2. The exterior of the building must not create or display any evidence of the home occupation, except a permitted sign and parking for customers and delivery vehicles. Variation from the residential character is prohibited.
3. Adequate off-street parking must be provided for customers and deliveries. All businesses must provide adequate turnaround, drop-off, and pick up areas in order to prevent cars from waiting in the street right-of-way and to prevent cars from backing up into the public right-of-way. The Home Occupation shall not require regular need for delivery of materials to and from the premises by commercial vehicles over twelve-thousand (12,000) pounds GVWR (e.g. tractor trailers and heavy commercial vehicles). (Amended 3/90)
4. The Home Occupation must be conducted by a resident or owner of the property.

5. The home occupation must not offend by emitting smoke, dust, odor, noise, gas, fumes, lights, or refuse matter.
6. Home occupation must not cause excessive vibrations, store or handle combustible or explosive materials, or negatively impact the physical condition, safety, access or traffic volume of existing roads.
7. The Home Occupation must not utilize more than 25% of the gross floor area including dwelling, basement and accessory structures.
8. Not more than two non-residents (of the premises) may be employed by the Home Occupation. For the purposes of this section, the Planning Board shall determine whether sales or other personnel, who conduct the majority of their business away from the property, shall be included in the count of those employed at the premises. (Amended 3/96)
9. Disposal of all solid waste generated by the business must be at the business owner's expense, and shall not be provided by the Town of East Kingston. (Adopted 3/07)

D. Exceptions:

- 1) If a property is located on a State Road (NH Routes 107, 107A, 108) ~~or is greater than eight acres in size~~, no more than four non-residents (of the premises) may be employed, and the home occupation use of the dwelling shall not utilize more than 50% of the gross floor area (including dwelling, basement and accessory structures).
- 2) Administrative support for businesses or services that are conducted on or off-site of the residential premises are exempt from the formal application and approval process but must complete an Invisible Home Occupation application for the purposes of municipal record keeping, pay the annual Invisible Home Occupation Permit Fee, and meet with the Planning Board to present the application and receive a favorable recommendation from the Planning Board. (Amended 3/97)

E. Permitted Uses: The following uses (including but not limited to) may be permitted and must be secondary to the residential use of the dwelling unit. (Amended 3/2012)

1. Medical, health and dental offices, fitness training, exercise, health counseling;
2. Other professional offices and instructional services (i.e. cooking, crafts, arts);
3. Tailor, seamstress;
4. Artisan, writer or musician;
5. Day care for up to twelve preschool plus five school age children; any day care use shall be in compliance with the State Department of Health and Welfare's "He C400

2. N.H. Child Care Facility (Day Care) Licensing and Operating Standards". Twelve preschool plus five school-age children shall be the maximum number allowed to be cared for in the Residential District. (Amended 3/90)

6. Bookkeepers, accountants, secretarial services;
 7. Real estate and insurance offices;
 8. Beauticians and barbers;
 9. Art, craft, hobby, and antique shops;
 10. Vehicle light repair and maintenance services for not more than three vehicles at any given time and not more than two vehicles parked outside. (Adopted 3/06)
 11. Animal care and training (number of animals to be determined by the Planning Board) (Amended 3/2012);
 12. Occupations not listed above that are of a similar nature, scale and impact with review by the Planning Board, and only if the Board of Selectmen finds that the occupation meets the provisions of this section. (Amended 3/96)
- F. Uses Not Permitted: The following uses are not permitted as a Home Occupation: adult oriented business; fireworks storage, manufacture and sales; industrial and commercial manufacturing or activity; vehicle restoration and auto body shops; storage, handling or sales of regulated substances. (Adopted 3/13; Amended 3/17)
- G. Permit Required: An annual permit to operate each home occupation must be obtained from the Board of Selectmen during the second quarter of the calendar year beginning in 1989. Agricultural/Farm home occupations and Family Day Care operations (up to six preschoolers plus up to three school age children (Section E.5)) shall be exempt from these permitting procedures. (Amended 3/91, 3/90, 3/96 and 3/06)

There shall be an annual permit fee (see fee schedule) charged to cover the costs for Board of Selectmen review, administration and enforcement of the ordinance. (Amended 3/06, 3/09)

Businesses whose owners can demonstrate that they do not create any traffic, visual, or other impacts on the neighborhood may be deemed by the Selectmen as being an "invisible business with a reduced permit fee. An invisible status does not relieve these businesses from compliance with the provisions of this and all other sections of the zoning ordinance. (Adopted 3/97, Amended 3/06; Amended 3/17)

A minimum annual fee (see fee schedule) shall be charged to those home occupations identified as “invisible” to defray the administrative costs of annual review and Board of Selectmen oversight. (Adopted 3/97, Amended 3/09)

- H. Grandfathered Nonconforming Uses: Any pre-existing grandfathered nonconforming use of a commercial business nature in operation at the date of the public posting of this ordinance (January 6, 1989) are required to submit an annual Home Occupation Application and fee and complete a Grandfathered Non-Conforming Use Survey. Annual Home Occupation permits shall not be issued without a completed Grandfathered Non-Conforming Use Annual Survey. Any Grandfathered Nonconforming Use in effect as of January 6, 1989 shall not increase in scale or nature of the business. The baseline of the nature and scale of the Grandfathered Non-Conforming Use will be determined by the record established by the Grandfathered Non-Conforming Use Survey for the most recent year up to a 5-year period. In addition, such Grandfathered Nonconforming Uses shall not be relieved from compliance with other state and local regulations.
- I. Signs for Visible Home Occupations: Signs for Home Occupations may be erected and maintained only when in compliance with Article VII General Provisions and the following provisions. (Amended 3/91; Amended 3/13)
 - 1. No sign shall be internally illuminated, or have flashing or moving parts;
 - 2. No sign may have more than two sides.
 - 3. No sign shall be allowed for invisible businesses.
- J. Procedure: Application shall be made to the Selectmen’s office, including public hearing fees paid in accordance with the Town of East Kingston Subdivision Regulations. Abutters will be notified and the applicant will be scheduled for a public hearing with the Planning Board. After the public hearing, the Planning Board will make a recommendation to the Selectmen as to whether the Home Occupation Permit should be granted. The application will then be forwarded to the Selectmen who will issue their final decision. (Adopted 3/96)
- K. Application: The Home Occupation Permit Application and Home Occupation Permit Worksheet must be filled out in full detail to be accepted for processing. The Planning Board shall hold a public hearing and make a recommendation on the application to the Board of Selectmen. If the property is part of a Homeowners Association or Condominium Association, the applicant shall provide a letter from the Homeowners Association that the Home Occupation is allowed. If a tenant of a rental property, the applicant shall provide a letter from the property owner that the Home Occupation is allowed. (Amended 3/01)
- L. Enforcement: This section shall be administered and enforced by the Board of Selectmen. Any person who violates the provisions of this section shall be fined \$100 for each offense.

Each day that a violation is continued shall constitute a separate offense. No action may be brought about under this provision unless the alleged offender has been given at least a 7-day notice from the Selectmen by certified mail, return receipt requested, that a violation exists.

In addition, such Home Occupations shall not be relieved from compliance with other state and local regulations.

Discussion:

Sharon Day said it appeared to her the only change to this zoning article was in Paragraph D, Exceptions, where they eliminated or is greater than eight acres in size.

Timothy Allen, Planning Board, said 98% of the language within this article was the same language that was in the ordinance prior to this change. He said it has been reformatted and there are multiple areas where things have been added or removed. He said this was done primarily to address the three types of businesses that are operating within the town, visible home occupations, invisible home occupations, and grandfathered nonconforming uses. He said the definitions and the requirements for each of these were kind of intermixed throughout the ordinance before and now there is a bit more clarity as to what defines a visible, what defines an invisible, and what actually defines a grandfathered nonconforming use. He said businesses that are operating within the town, and will continue to operate within the town, will have to answer a questionnaire annually so there is some sort of record as to their size, their scope, and what they are doing. With the few businesses that have come before the planning board to change ownership, it has been very difficult to pull together all the information that is necessary to have those meetings. He said this questionnaire, every year, will start to build a backlog of data so that 5, 10, or 15 years from now if that nonconforming use wants to transfer ownership, there will be data available about it and will make the process easier.

Ron Morales thanked Tim for being a major contributor to rewriting this ordinance.

Motion to accept Article 2 as written: Roby Day

Seconded: Norman Brandt

Vote: Passed

Article 2 will appear on the Zoning Ballot as written.

Motion to not reconsider Article 2: Dennis Quintal

Seconded: Roby Day

Voted: Passed

Erin Pettinato read Article 3 in its entirety.

3. Shall the Town of East Kingston raise and appropriate as an operating budget, not including appropriations by special warrant articles 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 \$2,926,287. Should this article be defeated, the default budget shall be \$2,914,464 which is the same as last year, with certain adjustments required by previous action of the Town of East Kingston 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. This operating budget article doesn't

contain appropriations contained in any other warrant articles.

MAJORITY VOTE REQUIRED

Discussion:

Erin discussed the discrepancy they found and the error appears to be with the MS636 and it appears to have been run incorrectly. She said the Selectmen were extremely confident the \$2,926,287 is the budget amount they came up with this year. She said they went through all of their actual budget worksheets and added them all up to make sure they had the correct numbers and the budget total was accurate. Justin said the MS636's 2018 figures were incorrect but the 2019 figures were accurate.

Laurel Urwick asked if this correction will be posted on the town website, and Erin said it will be put on the town website under "News."

Robert Nigrello said with his experience in dealing with DRA in the past sometimes they don't like to change their numbers. He asked what happens if they decide not to change the numbers or they can prove to you their numbers are correct.

Bart said the meeting is the ultimate arbiter of how much money is being appropriated. He said regardless of the forms and various assignments of line items, the bottom line is the critical issue. He said it wouldn't matter whether the DRA forms are incorrect to the extent that this meeting will decide how much will be appropriated. Bart said they were able to discern the bottom-line numbers were correct.

Roby asked what the difference to the budget was from last year and what was the increase attributed to. Erin said to reference the last sheet in the packet, Budget Changes 2018-2019, under the explanation column.

Vicki Brown asked for an explanation of the third item on the Budget Changes, increase for upgrade to town office server. Cheryll Hurteau, Town Office Manager, said they have been using a regular PC for years and it has served the entire town office building and with all the new software that has been added and with the growth of the town, this regular PC no longer serves the town office building. She said they will need a server once every five years. She said it is really necessary as they have outgrown what they are presently using.

Motion to approve Article 3 as written: Roby Day

Seconded: Justin Lyons

Voted: Passed

Article 3 will appear on the ballot as written.

Motion to not reconsider Article 3: Norman Brandt

Seconded: Robert Nigrello

Voted: Passed

Richard Poelaert read Article 4 in its entirety.

4. To see if the Town will vote to raise and appropriate the sum of forty-three thousand five hundred dollars (\$43,500) to conduct a revaluation and authorize the withdrawal of forty-three thousand five hundred dollars (\$43,500) from the Revaluation Capital Reserve Fund created for that purpose. No amount to be raised by taxation.

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

Discussion:

Robert Nigrello asked if this revaluation is required and Dick said it is required every five years by law.

Conrad asked if there was a way the Selectmen could clarify this process as voters misinterpret it. Dick said maybe they could add a sentence that says this is bound by State law and we have to do it every five years. Cheryll said DRA requires this wording. She said there was one year where the people didn't vote in favor of it, and it was because they didn't realize the money was already in the Revaluation Capital Reserve Fund. She said DRA allowed them to add the last sentence for clarification that no amount will be raised by taxation. She said the money is just going to be withdrawn from the capital reserve fund.

Dick said they will create a handout which will clarify the process.

Scott Urwick asked if DRA would allow the wording to be changed and Cheryll said she will check with DRA but it is prescribed language.

Motion to approve Article 4: Robert Nigrello

Seconded: Conrad Moses

Voted: Passed

Motion to not reconsider Article 4: Norman Brandt

Seconded: Kevin Frye

Voted: Passed

Article 4 will appear on the ballot as written.

Justin Lyons read Article 5 in its entirety.

5. To see if the Town will vote to raise and appropriate the sum of eleven thousand dollars (\$11,000) to be added to the existing Library Building Major Repair/Replacement Capital Reserve Fund established at 2010 Town Meeting for the purpose of funding long-term repairs and replacements for the library building.

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

Discussion:

Ron Morales said when this was first implemented there was a question asked at the time of how much funds the library would need to put aside and he believes it was \$50,000-\$60,000. He was wondering if there was still a target goal or if it was going to go on year after year.

Sarah Courchesne, Library Trustee, said the target goal was about \$75,000 and they were very close to that amount. She said for the coming year, they have some electrical work to be done, replacing almost all of the light fixtures and it is going to cost about \$12,000. She said because of the expected expense, they would be asking for the \$11,000 for this year and after this year, they expect to be at the point where they will be replacing just what they spend out of it. She said if there is a year where they only have to spend \$2,000 out of it, they will come and ask for another \$2,000. She said next year, with the anticipated goal, you either won't see a warrant article or they may just be seeking to replace a much smaller amount as they are drawing out of it.

Sarah said the Library's electric bill is next to nothing because of the solar panels and they do anticipate seeing an increase in their savings from the solar, a credit back to their electric bill.

Motion to approve Article 5: Robert Nigrello

Seconded: Robert Courchesne

Voted: Passed

Article 5 will appear on the ballot as written.

Motion to not reconsider Article 5: Robert Nigrello

Seconded: Conrad Moses

Voted: Passed

Erin Pettinato read Article 6 in its entirety.

6. To see if the Town will vote to raise and appropriate the sum of fifty thousand dollars (\$50,000) to be added to the existing Fire Apparatus Capital Reserve Fund established at the 1999 Town Meeting for the purpose of acquiring fire apparatus.

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

Discussion:

Robert Nigrello asked if there was a goal for that fund. Edward Warren, Fire Chief, said the goal is to have enough cash in the Fire Apparatus Capital Reserve Fund for when they need to purchase fire apparatus and not have to get a loan and pay interest.

Motion to accept Article 6: Timothy Allen

Seconded: Richard Poelaert

Voted: Passed

Article 6 will appear on the ballot as written.

Motion to not reconsider Article 6: Norman Brandt
Seconded: Michelle Cotton-Miller
Voted: Passed

Richard Poelaert read Article 7 in its entirety.

7. To see if the Town will vote to raise and appropriate the sum of ten thousand dollars (\$10,000) to be added to the existing Fire Department/Emergency Operations Center Land &/or Building Capital Reserve Fund established at the 2012 Town Meeting for the purpose of the acquisition of land and/or building or construction of building for a Fire Station/Emergency Operations Center.

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

Discussion:
None

Motion to accept Article 7: Edward Warren
Seconded: Robert Nigrello
Voted: Passed

Article 7 will appear on the ballot as written.

Motion to not reconsider Article 7: Kevin Frye
Seconded: Norman Brandt
Voted: Passed

Justin Lyons read Article 8 in its entirety.

8. To see if the Town will vote to raise and appropriate the sum of fifteen thousand dollars (\$15,000) to be added to the existing cistern/hydrant repair/replace Capital Reserve Fund established at the 2018 Town Meeting for the purpose of repairing or replacing existing cisterns or hydrants.

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board Vote).

Discussion:
None

Motion to accept Article 8: Edward Warren
Seconded: Robert Nigrello
Voted: Passed

Article 8 will appear on the ballot as written.

Motion to not reconsider Article 8: Michelle Cotton-Miller
Seconded: Brian Pettinato
Voted: Passed

Erin Pettinato read Article 9 in its entirety.

9. To see if the Town will vote to raise and appropriate the sum of fifteen thousand dollars (\$15,000) to be added to the existing Police Department Building Long Term Maintenance Costs Capital Reserve Fund established at 2016 Town Meeting for the purpose of funding long term maintenance costs for the Police Department Building.
MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

Discussion:

Scott Urwick said we seem to be saving money in Capital Reserve Maintenance Funds for various town buildings and he questioned why we don't have just have one town wide capital maintenance fund instead of doing it building by building. Dick said it used to be all carried under building maintenance but people seem to want their own separate account.

Scott asked if there was an advantage to the town having separate building accounts.

Roby Day, Trustee of the Trust Fund, said one complication from having combined maintenance funds would be if the Fire Department needed money and the Library did as well and who would be the agents to expend. He said you would have a long list of agents to expend. He said it is a good argument to have the separate funds.

Motion to accept Article 9: Timothy Allen
Seconded: Ronald Morales
Voted: Passed

Article 9 will appear on the ballot as written.

Motion to not reconsider Article 9: Ronald Morales
Seconded: Robert Courchesne
Voted: Passed

Richard Poelaert read Article 10 in its entirety.

10. To see if the Town will vote to raise and appropriate the sum of ten thousand dollars (\$10,000) to be added to the existing Police Department long term Equipment Replacement Capital Reserve Fund established at the 2016 Town Meeting for the purpose of funding long term Equipment replacement costs for the Police Department.
MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

Discussion:

Robert Nigrello asked for an explanation of what they think this money will go towards and if they have a number goal in mind of how much they want in the fund.

Dick said this year the Police Department replaced their server.

Michael LePage, Police Chief, said the Police Department long term Equipment Replacement Capital Reserve Fund is for gear you see the police officers wearing and to keep them safe. He said for example, this year he used that fund to replace the officers' duty holsters. He said the old holsters were not safe and he went to a level 4 holster and they were expensive, \$600 apiece. He said the equipment they carry as they go further on with technology, as in body cameras and Taser devices, are very expensive.

Mike said this fund was established before he was hired and put into place by his predecessors. As far as a goal, he didn't have a defined set dollar amount.

Motion to accept Article 10: Edward Warren

Seconded: Timothy Allen

Voted: Passed

Article 10 will appear on the ballot as written.

Motion to not reconsider Article 10: Edward Warren

Seconded: Ronald Morales

Voted: Passed

Justin Lyons read Article 11 in its entirety.

11. To see if the Town will vote to accept the report of the Salary Review Committee and approve the following recommendations:

Supervisor of the Checklist	\$125 per election \$125 per purge of the Checklist	(1) (2)
Moderator	\$225 per election	(1)
Election Officers	\$10.50 per hour	(1) (2)
Bookkeeper of the Trust Funds	\$800 per year Actual Expenses	(3)
Treasurer	\$1,700 per year Actual Expenses	(3)
First Selectman	\$5,000 per year Actual Expenses	(3)

Second and Third Selectmen	\$4,000 per year	
	Actual Expenses	(3)
Town Clerk/Tax Collector	\$48,000 per year	(4)
	Actual Expenses	(3)

1. Election pay includes any associated meetings until adjournment thereof.
2. Supervisor of the Checklist and Elected Officials shall be paid the greater of \$10.50 per hour or the applicable minimum wage for hours worked outside of election meeting hours including for registration and checklist verification but excluding required purge of the checklist.
3. Expenses include actual expenses incurred with mileage reimbursed at the current IRS coded amount at the time of the requested reimbursement.
4. Salary is based on the Town Clerk / Tax Collector working a minimum of 35 hours per week. There shall be a minimum of 30 public office hours, including a minimum of five days per week and including one evening session of two hours. The Town Clerk / Tax Collector will determine which night to have the evening session. This salary recommendation applies only to the current office holder and is based on experience and years of service.

The following provisions shall also apply:

- o All Salaries are retroactive to January 1, 2019.
- o The Town shall retain all fees collected by any elected official.
- o A Salary Review Committee shall be appointed by the Moderator in 2021 to make recommendations to the 2022 Annual Meeting of the Town.

MAJORITY VOTE REQUIRED

Discussion:

Ronald Morales said he didn't note any changes. Dennis Quintal, Salary Review Committee, said the only change was for the Town Clerk/Tax Collector.

Motion to accept Article 11: Timothy Allen

Seconded: Dennis Quintal

Voted: Passed

Article 11 will appear on the ballot as written.

Motion to not reconsider Article 11: Robert Courchesne

Seconded: Gretchen Graziano

Voted: Passed

Erin Pettinato read Article 12 in its entirety.

12. To see if the Town will vote to allow the operation of KENO within the Town pursuant to the provisions of NH RSA 284:41 through 51.

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

Discussion:

Edward Warren mentioned the hearing for KENO is scheduled for February 25 and asked who wants KENO and where would we have it in town.

Dick said this article originated from Jones' store patrons who wanted to get KENO in the store. Dick said the only place in this town that could sell a KENO ticket would be if the establishment had a pouring liquor license and the only establishment in town would be the restaurant. Ed Warren said the restaurant isn't open enough hours as they have to be opened a certain number of hours to qualify. Dick said KENO can be played from 11:00 am to 1:00 am. The restaurant in town only has a license to operate until 9 pm with an hour for cleanup. The restaurant would also have to designate a place in its bar area and a separate room would be suggested.

Sharon Day asked if the restaurant owner is interested and Dick said he was unsure if he is even aware of this.

Vicki Brown asked who is in favor of this and what benefit to the town would it bring.

Robert Nigrello, who previously served as a State Representative, said KENO was adopted in 2017 by the legislature and the sole purpose of KENO was to get more money for kindergarteners. He said KENO was implemented so the profits from KENO would then be redistributed back to all the kindergarteners in the state, hoping that money would be sufficient. Bob said a restaurant would keep 8% of the gross proceeds. He said he believes there are over 300 established KENO locations in the state right now with revenue in the 7-8-million-dollar range.

Roby asked about the town involvement with this type of business.

Bob said the town is step one and if the town passes this warrant article then you allow the town to have KENO in any establishment that has a pouring license. He said the licensee then has to petition the Lottery Commission and ask them for a KENO license and there are other processes the applicant has to go through in order to get this license. Bob said they have to have a separate bar area and the regulations about the time of operation, 11 am – 1 am. He said the restaurant in town only has a pouring license until 9 pm and with the limited times, then they would respect that.

Gretchen Graziano asked whether we do this or not would we still get the same amount of money back without participating. Bob said, in theory, if you adopted this you would have an establishment that would participate and there would be more money in the pool.

Melissa Lyons, School Board, said they don't have an opinion on this because the portion they get from the state they get regardless of whether the town adopts it or not.

Norman Brandt asked if this could be amended or voted down tonight. Bart said all the warrant articles have to go as amended or as passed and with this warrant article, it can't be amended.

Robert Nigrello asked for the Police Chief's opinion. Michael Lepage said the Town of Seabrook might have a casino at the dog track soon and a lot of that traffic will be passing through our town. He said as far as KENO is concerned, he sees the benefit to the school and as far as problems from the law enforcement side, it really wouldn't involve our police as the state has a gaming commission and gaming enforcement officers.

Robert asked Mike if he has heard from any other Chiefs that have KENO in their town whether there have been more calls to those locations since KENO was adopted and Mike said he hadn't heard anything.

Ron Morales asked if we could change this article to read "to not allow" the operation. Bart says the language can't be changed.

Tim Allen said there could be a warrant article next year that says the town does not want KENO. Bart wouldn't offer an opinion on this. Bart said under the law governing our meeting, we may not amend the warrant article whose form is prescribed by the statute.

Motion to accept Article 12: Norman Brandt
Seconded: Robert Nigrello
Passed

Article 12 will appear on the ballot as written.

Motion to not reconsider Article 12: Norman Brandt
Seconded: Dennis Quintal
Voted: Passed

Justin Lyons read Article 13 in its entirety.

13. On the petition of Kevin C. Frye and 50 other registered voters in East Kingston, NH, "We the undersigned registered voters of East Kingston hereby petition the Board of Selectmen to include as a warrant article at the 2019 Annual Town Election the following: "Shall the Town vote to establish an Emerald Ash Borer (EAB) Expendable Trust Fund in accordance with NH RSA 31:19-a for the purpose of monitoring and treating ash trees infected or threatened by the EAB, and to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be placed in the fund. Further to name the Board of Selectmen as agents to expend from said fund."
MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

Discussion:

Kevin Frye gave background on the history of the Emerald Ash Borer (EAB). He said in 2012, the state identified the insect as being here, and it is an insect that comes from Asia. He said so far it has destroyed over 20 million trees across the United States. He said it has been identified as being present in our town on the South side. Kevin said he attended a seminar in Concord and got some information on how to treat the EAB epidemic. He said the state and federal government are working on a program where they would export insects to certain areas where there is identified EAB infestations and will release them. He said this program may or may not take care of the problem and it takes a while for these insects to establish themselves. He said there are chemical treatments. He said you can identify EAB being present by an increase in woodpecker activity. Kevin said \$5,000 is not going to solve the EAB problem but it is enough to hire a company to come and identify the areas where there is an infestation and treat those trees. He said they wouldn't be going on residents' land. They would be treating the trees along the right of ways and town owned land. He said the most important thing he is trying to do is to get people to think about this so they can take action as property owners. Kevin said he had some handouts available. He said if this article passes, there are several companies in the area that treat the trees, one of which was Seacoast in Greenland. He said the company that treats the town property would offer a discount to the individual property owners that would want to treat their trees.

Keri asked how this treatment would affect the bees and Kevin said he has been told by the NH Cooperative that it would have no impact on the bees. He was also told there would be no impact to the woodpecker population.

Dennis Quintal, Chairman of the Conservation Commission, said he has met with Mr. Frye a number of times and also has reviewed the article he is proposing. He said the Conservation Commission members had a lengthy discussion about the article and they were concerned about the wording of the article as it doesn't specify whether the work will be done on town land or private land. He said it defines monitoring and treating, however, there is no inventory, location evaluation or value assessment. He asked who is going to do the inventorying and who is going to do the evaluation. Dennis said if a professional was hired how will they be paid and how much will it cost. He said treatment costs vary depending on the number and the size of the trees. He said as far as a town specific assessment, it should be done first. Dennis said what if the town treats the town trees but the property owners do not. He said there should be some sort of a priority as to which trees get treated. He said the East Kingston Conservation Commission manages town forests and they conduct periodic timber harvests on town owned land. They do this to maintain a healthy forest. He said they will be having their forest management plan updated this year and will be meeting with their professional consult, Forest Ecologist, Charlie Moreno, and when he conducts his assessments of the trees, he could tell us how many ash trees are in our town forest and come up with a number so they know how many trees are going to be treated and where they are located. Dennis said he could advise us of how much this will cost. He said from a study Cornell has done, they recommend conducting an inventory first, doing an impact analysis, and establishing a management plan to begin with and a cost analysis afterwards. Dennis said the Conservation Commission thinks this article is a little premature and they would like to see their forest consultant do some of the work which he is going to be doing anyway. He said at that time they will have a better idea as to where the trees are and what we should be spending or if we should be spending money on this. Dennis recommended the article be withdrawn or amended.

Kevin said in 2014 he brought this issue before the Selectmen and he can't believe the Conservation Commission hasn't been aware of the issue for many years. Kevin said they aren't talking about spending an excessive amount of money here. He said if this article passes, he would then meet with Unitil and ask them for a small fund of a couple of thousand dollars to help study the problem. He said once the insects get established in the trees, it then spreads rapidly to all surrounding trees.

Roby said the agents to expend are the Board of Selectmen and it is up to them to talk to the Conservation Commission to figure out a plan of action. He said the problem has been identified and now is the time to act.

Sarah Courchesne said she is a Biology Professor and agreed the problem has been around for a while and we probably should have been doing something about this earlier. She suggested changing monitor and treating to evaluating and addressing.

Robert Nigrello thinks Roby made a good point and you can amend the article or the way it is written. He said it is up to the Selectmen to come up with a plan and then to expend any money if the article passes.

Margaret Caulk asked if we could amend a citizens' petition's wording and Bart said it may be amended.

Justin said he thinks if we wait it will cost a lot more than \$5,000 to remove trees.

Robert Courchesne motioned for the following amendment, "Shall the Town vote to establish an Emerald Ash Borer (EAB) Expendable Trust Fund in accordance with NH RSA 31:19-a for the purpose of monitoring and treating ash trees infected or threatened by the EAB, and to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be placed in the fund. The East Kingston Conservation Commission, as the agent, shall be responsible for overseeing and directing the Emerald Ash Borer inventory, the monitoring and treating the infected or threatened ash trees; and the expending from said funds.

Discussion on Amendment:

Justin asked with the proposed amendment can they tell him the benefit between the two. Robert said the Conservation Commission should be in control of the funds. It shouldn't be the Selectmen or an individual that contracts with Unitil.

Robert Nigrello said he thinks this makes a lot of sense and asked if the Conservation Commission had the authority to do so.

Dennis said they already do a program similar to this monitoring milfoil on the Powwow and it is a line item in their budget and it has been successful for a number of years. Dennis said the Conservation Commission would certainly work with Kevin and his knowledge.

Roby said the point is we are faced with a problem and if this warrant article is defeated what confidence do we have the problem will be addressed through a different venue.

Roby asked town counsel if the Conservation Commission could be named as an agent to expend and Bart said he thinks they could as the town meeting has the right to identify what agent is appropriate for specific funds.

Kevin said his biggest hope is the Conservation Committee and Selectmen will get the word out. He said the only way to stop these insects at this point in time is with chemical treatment or the removal of the infected trees.

Amendment seconded by: Tim Allen
Vote on Amendment: Passed

Motion to not reconsider Article 13: Robert Courchesne
Seconded: Justin Lyons
Voted: Passed

Meeting adjourned at 8:30 pm

Respectfully submitted,

Barbara A. Clark, Town Clerk

*The following article was amended at the Deliberative Session: Article 13.

TOWN OF EAST KINGSTON, NEW HAMPSHIRE
AMENDED WARRANT ARTICLES FOR BALLOT FOLLOWING DELIBERATIVE SESSION

1. To choose all necessary Town Officers for the year ensuing.
2. Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Town of East Kingston Zoning Ordinance as follows:

The East Kingston Planning Board supports the following amendments to Zoning Ordinance Article XVI Home Occupations:

ARTICLE XVI - HOME OCCUPATIONS (Adopted 3/89)

A. Definitions:

A Home Occupation is a professional occupation, service business or the production or selling of a product that is carried out from the primary dwelling which is clearly accessory and subordinate to the residential use of the property. A Home Occupation may not be conducted in an Accessory Dwelling Unit.

An Invisible Home Occupation is one with no visible activity conducted outside the home.

A Visible Home Occupation is a home-based business with a sign and/or customers visiting the business for the purchase of services or products. (Amended 3/96; Amended 3/17)

A grandfathered nonconforming use is a use not permitted in the zoning district where it operates and that existed prior to adoption of the Home Occupation ordinance on January 6, 1989. The baseline of the nature and scale of the Grandfathered Non-Conforming Use shall be determined by the record established by the Grandfathered Non-Conforming Use Survey over the most recent 5 years.

- B. Where Permitted: Home occupations are allowed in a residential dwelling unit by permit only. The Board of Selectmen may issue a Home Occupation Permit after the Planning Board holds a public hearing on the application with public notice- per RSA 675:7 paid for by the applicant (Amended 3/91) and provided the provisions of this section are met. (Amended 3/96)

C. Standards:

All Visible Home Occupations shall comply fully with the following standards to protect public health and safety, and shall have no impact to the character of residential neighborhoods and the town.

1. The Home Occupation must be located within a dwelling unit, or in a building or structure accessory to a dwelling unit.
2. The exterior of the building must not create or display any evidence of the home occupation, except a permitted sign and parking for customers and delivery vehicles. Variation from the residential character is prohibited.
3. Adequate off-street parking must be provided for customers and deliveries. All businesses must provide adequate turnaround, drop-off, and pick-up areas in order to prevent cars from waiting in the street right-of-way and to prevent cars from backing up into the public right-of-way. The Home Occupation shall not require regular need

for delivery of materials to and from the premises by commercial vehicles over twelve-thousand (12,000) pounds GVWR (e.g. tractor trailers and heavy commercial vehicles). (Amended 3/90)

4. The Home Occupation must be conducted by a resident or owner of the property.
5. The home occupation must not offend by emitting smoke, dust, odor, noise, gas, fumes, lights, or refuse matter.
6. Home occupation must not cause excessive vibrations, store or handle combustible or explosive materials, or negatively impact the physical condition, safety, access or traffic volume of existing roads.
7. The Home Occupation must not utilize more than 25% of the gross floor area including dwelling, basement and accessory structures.
8. Not more than two non-residents (of the premises) may be employed by the Home Occupation. For the purposes of this section, the Planning Board shall determine whether sales or other personnel, who conduct the majority of their business away from the property, shall be included in the count of those employed at the premises. (Amended 3/96)
9. Disposal of all solid waste generated by the business must be at the business owner's expense, and shall not be provided by the Town of East Kingston. (Adopted 3/07)

D. Exceptions:

- 1) If a property is located on a State Road (NH Routes 107, 107A, 108) ~~or is greater than eight acres in size~~, no more than four non-residents (of the premises) may be employed, and the home occupation use of the dwelling shall not utilize more than 50% of the gross floor area (including dwelling, basement and accessory structures).
- 2) Administrative support for businesses or services that are conducted on or off-site of the residential premises are exempt from the formal application and approval process but must complete an Invisible Home Occupation application for the purposes of municipal record keeping, pay the annual Invisible Home Occupation Permit Fee, and meet with the Planning Board to present the application and receive a favorable recommendation from the Planning Board. (Amended 3/97)

E. Permitted Uses: The following uses (including but not limited to) may be permitted and must be secondary to the residential use of the dwelling unit. (Amended 3/2012)

1. Medical, health and dental offices, fitness training, exercise, health counseling;
2. Other professional offices and instructional services (i.e. cooking, crafts, arts);
3. Tailor, seamstress;
4. Artisan, writer or musician;
5. Day care for up to twelve preschool plus five school-age children; any day care use shall be in compliance with the State Department of Health and Welfare's "He-C400 2.N.H.

Child-Care Facility (Day Care) Licensing and Operating Standards". Twelve preschool plus five school-age children shall be the maximum number allowed to be cared for in the Residential District. (Amended 3/90)

6. Bookkeepers, accountants, secretarial services;
7. Real estate and insurance offices;
8. Beauticians and barbers;
9. Art, craft, hobby, and antique shops;
10. Vehicle light repair and maintenance services for not more than three vehicles at any given time and not more than two vehicles parked outside. (Adopted 3/06)
11. Animal care and training (number of animals to be determined by the Planning Board) (Amended 3/2012);
12. Occupations not listed above that are of a similar nature, scale and impact with review by the Planning Board, and only if the Board of Selectmen finds that the occupation meets the provisions of this section. (Amended 3/96)

F. **Uses Not Permitted:** The following uses are not permitted as a Home Occupation: adult oriented business; fireworks storage, manufacture and sales; industrial and commercial manufacturing or activity; vehicle restoration and auto body shops; storage, handling or sales or regulated substances. (Adopted 3/13; Amended 3/17)

G. **Permit Required:** An annual permit to operate each home occupation must be obtained from the Board of Selectmen during the second quarter of the calendar year beginning in 1989. Agricultural/Farm home occupations and Family Day Care operations (up to six preschoolers plus up to three school-age children (Section E.5)) shall be exempt from these permitting procedures. (Amended 3/91, 3/90, 3/96 and 3/06)

There shall be an annual permit fee (see fee schedule) charged to cover the costs for Board of Selectmen review, administration and enforcement of the ordinance. (Amended 3/06, 3/09)

Businesses whose owners can demonstrate that they do not create any traffic, visual, or other impacts on the neighborhood may be deemed by the Selectmen as being an "invisible business with a reduced permit fee. An invisible status does not relieve these businesses from compliance with the provisions of this and all other sections of the zoning ordinance. (Adopted 3/97, Amended 3/06; Amended 3/17)

A minimum annual fee (see fee schedule) shall be charged to those home occupations identified as "invisible" to defray the administrative costs of annual review and Board of Selectmen oversight. (Adopted 3/97, Amended 3/09)

H. **Grandfathered Nonconforming Uses:** Any pre-existing grandfathered nonconforming use of a commercial business nature in operation at the date of the public posting of this ordinance (January 6, 1989) are required to submit an annual Home Occupation Application and fee and complete a Grandfathered Non-Conforming Use Survey. Annual Home Occupation permits

shall not be issued without a completed Grandfathered Non-Conforming Use Annual Survey. Any Grandfathered Nonconforming Use in effect as of January 6, 1989 shall not increase in scale or nature of the business. The baseline of the nature and scale of the Grandfathered Non-Conforming Use will be determined by the record established by the Grandfathered Non-Conforming Use Survey for the most recent year up to a 5 year period. In addition, such Grandfathered Nonconforming Uses shall not be relieved from compliance with other state and local regulations.

- I. Signs for Visible Home Occupations: Signs for Home Occupations may be erected and maintained only when in compliance with Article VII - General Provisions and the following provisions. (Amended 3/91; Amended 3/13)
1. No sign shall be internally illuminated, or have flashing or moving parts;
 2. No sign may have more than two sides.
 3. No sign shall be allowed for invisible businesses.
- J. Procedure: Application shall be made to the Selectmen's office, including public hearing fees paid in accordance with the Town of East Kingston Subdivision Regulations. Abutters will be notified and the applicant will be scheduled for a public hearing with the Planning Board. After the public hearing, the Planning Board will make a recommendation to the Selectmen as to whether the Home Occupation Permit should be granted. The application will then be forwarded to the Selectmen who will issue their final decision. (Adopted 3/96)
- K. Application: The Home Occupation Permit Application and Home Occupation Permit Worksheet must be filled out in full detail to be accepted for processing. The Planning Board shall hold a public hearing and make a recommendation on the application to the Board of Selectmen. If the property is part of a Homeowners Association or Condominium Association, the applicant shall provide a letter from the Homeowners Association that the Home Occupation is allowed. If a tenant of a rental property, the applicant shall provide a letter from the property owner that the Home Occupation is allowed. (Amended 3/01)
- L. Enforcement: This section shall be administered and enforced by the Board of Selectmen. Any person who violates the provisions of this section shall be fined \$100 for each offense.

Each day that a violation is continued shall constitute a separate offense. No action may be brought about under this provision unless the alleged offender has been given at least a 7-day notice from the Selectmen by certified mail, return receipt requested, that a violation exists.

In addition, such Home Occupations shall not be relieved from compliance with other state and local regulations.

3. Shall the Town of East Kingston raise and appropriate as an operating budget, not including appropriations by special warrant articles 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 \$2,926,287. Should this article be defeated, the default budget shall be \$2,914,464 which is the same as last year, with certain adjustments required by previous action of the Town of East Kingston 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. This operating budget article doesn't contain appropriations contained in any other warrant articles.

MAJORITY VOTE REQUIRED

2019 warrant articles amended

4. **To see if the Town will vote to raise and appropriate the sum of forty-three thousand five hundred dollars (\$43,500) to conduct a revaluation and authorize the withdrawal of forty-three thousand five hundred dollars (\$43,500) from the Revaluation Capital Reserve Fund created for that purpose. No amount to be raised by taxation.**
MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).
5. **To see if the Town will vote to raise and appropriate the sum of eleven thousand dollars (\$11,000) to be added to the existing Library Building Major Repair/Replacement Capital Reserve Fund established at 2010 Town Meeting for the purpose of funding long-term repairs and replacements for the library building.**
MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).
6. **To see if the Town will vote to raise and appropriate the sum of fifty thousand dollars (\$50,000) to be added to the existing Fire Apparatus Capital Reserve Fund established at the 1999 Town Meeting for the purpose of acquiring fire apparatus.**
MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).
7. **To see if the Town will vote to raise and appropriate the sum of ten thousand dollars (\$10,000) to be added to the existing Fire Department/Emergency Operations Center Land &/or Building Capital Reserve Fund established at the 2012 Town Meeting for the purpose of the acquisition of land and/or building or construction of building for a Fire Station/Emergency Operations Center.**
MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).
8. **To see if the Town will vote to raise and appropriate the sum of fifteen thousand dollars (\$15,000) to be added to the existing cistern/hydrant repair/replace Capital Reserve Fund established at the 2018 Town Meeting for the purpose of repairing or replacing existing cisterns or hydrants.**
MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board Vote).
9. **To see if the Town will vote to raise and appropriate the sum of fifteen thousand dollars (\$15,000) to be added to the existing Police Department Building Long Term Maintenance Costs Capital Reserve Fund established at 2016 Town Meeting for the purpose of funding long term maintenance costs for the Police Department Building.**
MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).
10. **To see if the Town will vote to raise and appropriate the sum of ten thousand dollars (\$10,000) to be added to the existing Police Department long term Equipment Replacement Capital Reserve Fund established at the 2016 Town Meeting for the purpose of funding long term Equipment replacement costs for the Police Department.**
MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

11. To see if the Town will vote to accept the report of the Salary Review Committee and approve the following recommendations:

Supervisor of the Checklist	\$125 per election \$125 per purge of the Checklist	(1) (2)
Moderator	\$225 per election	(1)
Election Officers	\$10.50 per hour	(1) (2)
Bookkeeper of the Trust Funds	\$800 per year Actual Expenses	(3)
Treasurer	\$1,700 per year Actual Expenses	(3)
First Selectman	\$5,000 per year Actual Expenses	(3)
Second and Third Selectmen	\$4,000 per year Actual Expenses	(3)
Town Clerk/Tax Collector	\$48,000 per year Actual Expenses	(4) (3)

1. Election pay includes any associated meetings until adjournment thereof.
2. Supervisor of the Checklist and Elected Officials shall be paid the greater of \$10.50 per hour or the applicable minimum wage for hours worked outside of election meeting hours including for registration and checklist verification but excluding required purge of the checklist.
3. Expenses include actual expenses incurred with mileage reimbursed at the current IRS coded amount at the time of the requested reimbursement.
4. Salary is based on the Town Clerk / Tax Collector working a minimum of 35 hours per week. There shall be a minimum of 30 public office hours, including a minimum of five days per week and including one evening session of two hours. The Town Clerk / Tax Collector will determine which night to have the evening session. This salary recommendation applies only to the current office holder and is based on experience and years of service.

The following provisions shall also apply:

- All Salaries are retroactive to January 1, 2019.
- The Town shall retain all fees collected by any elected official.
- A Salary Review Committee shall be appointed by the Moderator in 2021 to make recommendations to the 2022 Annual Meeting of the Town.

MAJORITY VOTE REQUIRED

12. To see if the Town will vote to allow the operation of KENO within the Town pursuant to the provisions of NH RSA 284:41 through 51.

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

13. On the petition of Kevin C. Frye and 50 other registered voters in East Kingston, NH, “We the undersigned registered voters of East Kingston hereby petition the Board of Selectmen to include as a warrant article at the 2019 Annual Town Election the following: “Shall the Town vote to establish an Emerald Ash Borer (EAB) Expendable Trust Fund in accordance with NH RSA 31:19-a for the purpose of monitoring and treating ash trees infected or threatened by the EAB, and to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be placed in the fund. The East Kingston Conservation Commission, as the agent, shall be responsible for overseeing and directing the Emerald Ash Borer inventory, the monitoring and treating the infected or threatened ash trees; and the expending from said funds.”

MAJORITY VOTE REQUIRED (The Board of Selectmen recommend approval of this article: 3-0 Board vote).

ANIMAL CONTROL OFFICER

Dogs reported lost	14	Cow complaints	1
Dogs reported found	8	Cows returned to pasture	1
Dogs complaints	10	Poultry complaints	1
Dog impounded	4	Horse complaints	2
Dog bites reported	1	Horses caught and returned	2
Cats reported lost	3	Kennel inspections	1
Cats impounded	1	Wildlife complaints	15
Cats complaints	2	Wildlife picked up & buried	3
Cats picked up and buried	2		

Identification on your dog's collar will allow them to return more promptly. We will be having a Rabies Vaccination clinic again this year.

Respectfully submitted,

Robert A. Marston, DVM
Robert A. Marston, DVM,
Animal Control Officer



BUILDING INSPECTOR

The following is a summary of building permits and occupancy certificates for 2018:

- 2 Permits for new single-family homes
- 0 Permits for Over 55 Housing
- 0 Commercial Building
- 1 Permit for a replacement home
- 2 Occupancy Certificates Issued for new homes
- 2 Occupancy Certificates Issued for replacement homes
- 2 Demolition Permits
- 3 Solar Panels Permits

The current total for single-family homes is 823 plus 153 for 55 and over housing, for a grand total of 976.

There were 14 permits for emergency generators issued. The installation of generators fueled by propane requires both a building permit and a permit from the Fire Department.

Additionally, there were 46 building permits issued for additions and alterations. A building permit is required for additions or alterations that are valued at \$1,000 or more, including labor and materials.

The State of New Hampshire continued to update code requirements for new homes and major updates. Among the most significant are the requirements for energy efficiency and shore line protection.

Respectfully submitted,

John E. Moreau, Jr.

John E. Moreau, Jr., Building Inspector

CODE ENFORCEMENT OFFICER

The job of Code Enforcement sometimes blends in with the duties of the Building Inspector. Most of the projects for Code Enforcement this year were propagated from calls from citizens with inquiries. Some of the concerns/problems investigated or resolved by the Code Enforcement Officer in the past are now under the purview of the Health Officer or the Fire Chief. Occasionally, unauthorized building additions or unregistered vehicle complaints are received. For the most part, East Kingston residents constitute a very concerned community. Our Town is fortunate to have a dedicated group of people working from the Selectmen's Office, whether on a paid or volunteer status, and all residents should feel free to call with any questions or concerns.

Respectfully submitted,

John E. Moreau, Jr.

John E. Moreau, Jr., Code Enforcement Officer

CONSERVATION COMMISSION

The Conservation Commission was again involved in a variety of activities related to the management of the natural resources in Town.

ADOPT-A-HIGHWAY: We continue to participate in the NHDOT Adopt-A-Highway Program, picking up litter along Haverhill Road, Route 108 from 107 to the Newton Town Line.

INVASIVE SPECIES - Supported treatment of variable milfoil and other invasive species emerging in the East Kingston portion of Powwow Pond via manual netted-raking in the summer and contracted DASH divers in August and October. Preventing the spread of milfoil enables the survival of native aquatic plants, which provide required habitat for invertebrates and fish in the pond. It also ensures that residents can continue to swim, fish and boat in the pond.

CONSERVATION EASEMENTS: Each year Town properties that have a Conservation Easement are inspected to verify that no status changes have taken place. Reports are submitted and are on file in the Conservation Office. There were no additional easements in 2018. Land conserved through private donations or easements maintain and preserve the rural character of our Town. Numerous studies show that for several reasons, property values increase for land abutting conservation parcels. It is our goal to support this initiative and welcome

CONSERVATION COMMISSION (cont.)

meeting with landowners in Town who are interested in protecting open space by placing Conservation Easements on their property.

OTHER ACTIVITIES:

- Provided input to the Planning Board, as needed.
- Inspected Town Forest Lots.
- Provided scholarships for local students to attend Summer Conservation 4H Camp.
- Hosted "Wonders of Wetland Buffers: Tour & Talk" at our Pheasant Run conservation property on May 12, 2018.
- Provided information to Citizens about wetland impacts and conservation issues.
- Presented informational displays on Primary Day and at the Town Meeting.
- Attended Training workshops on conservation and the environment.
- Assisted the Selectmen with advice on wetland impact issues.
- Assisted the Road Agent with advice on drainage issues in Town.
- Began a project to restore the Powwow River bank on the Town Rail road Lot.

BUDGET - We are proposing no increase to our 2019 Budget.

As always, members of the Commission are available to answer your questions regarding conservation issues and management of the natural resources in our Town.

If anyone is interested in being a member or alternate on the Commission and joining us for monthly meetings, please contact the Selectmen's Office at 642-8406.

Respectfully submitted,

Dennis G. Quintal, Chairman

Conservation Commission
Status of Conservation Easements as of January 13, 2017

Don Kemp – 9.13 acres off Willow Road (MBL #07-03-68). Funded by EK Conservation Fund (EKCF), \$28,571.00 **Closed 5/17/04.**

Pat O'Shea – 27.55 acres on Stumpfield Road (MBL #15-03-02). Funded by USDA Farm and Ranchland Protection Program (FRPP) \$92,500; and EKCF \$92,500. **Closed 5/3/05.**

Edwin Crosby – 36.3 acres on South Road (MBL #12-03-01). Bargain sale funded by EKCF \$75,000, (total easement value= \$300,000, savings of \$225,000). **Closed 8/26/05.**

Dan Bodwell – 19.54 acres on North Road (MBL #15-03-01). Funded by FRPP \$142,500; and EKCF \$142,500. **Closed 9/13/05.**

Carol Nupp – 10.94 acres on North Road (MBL #15-01-01). Funded by FRPP \$13,350; EKCF \$40,000; and Town Bond \$136,650. **Closed 10/29/05.**

Harold Bodwell – 129.54 acres on Stumpfield Road (MBL #15-03-04). Funded by FRPP \$447,500; and Town Bond \$447,500. **Closed 10/4/05.**

Donald Clark – 28.84 acres on Sanborn Road (MBL #07-03-08). Funded by Town Bond \$215,000. **Closed 10/4/05.**

Marilyn Bott – 38.5 acres on South Road (MBL #13-03-18). Funded by Town Bond \$520,000. **Closed 12/29/05.** (28.7 ac in East Kingston + 9.8ac Kensington = 38.5 total)

Richard and Elena Poelaert – 22.44 acres on Willow Road (MBL #08-01-10). Funded by Town Bond \$208,000. **Closed 9/13/06.**

Richard and Eva Smith – 105.67 acres on Sanborn and Willow Roads (MBL #07-02-01). Funded by FRPP \$337,750; Town Bond \$627,250. **Closed 3/01/07.**

Richard C. & Mary Ellen Marcella – 42.15 acres on Haverhill Road (MBL #09-08-18). Funded by Town Bond \$530,000. **Closed 6/15/07.**

Heirs of Frederic L. Smith – 5.93 acres in East Kingston on Powwow River Road (MBL #03-01-02) (16.93 in Kingston). Funded by EKCF - \$277,000 (development value all in East Kingston). **Closed 10/16/07.**

Matt & Lynne Blunt Revocable Trusts-47.05 acres, on Joslin Rd. (MBL #17-02-02/07). Funded by Town Bond \$360,000. **Closed 12/30/08.**

Clinton Furnald Trust-23.05 acres on Stagecoach & Pine Woods, (MBL #12-3-6/7/8/9/19). Funded by Town Bonds \$550,000. **Closed 04/08/09.**

Whippoorwill Realty Trust – 19.80 acres in East Kingston on South Road (MBL # 12-2-1/2-2/2-5). Funded by Town Bond \$112,500. **Closed 04/13/12**

Monahan Farm Heirs: Natalie Walker, Betsy Crespi and Marjorie Doss – 28.13 acres on South Road and Route 107 (MBL # 14-4-2) Funded by a balance from previous Town Bond \$22,448.10, EKCF \$81,301.90, LCHIP \$85,000, NRCS-ALE and other contributions.

SUMMARY:

Total Protected – 594.56 Acres

Total Appraised Value of Development Rights - \$6,373,571.00

Matching Funds (FRPP) - \$1,258,600.00 LCHIP (\$85,000.00) Town Funds (EKCF) - \$736,872.90

Town Bond-\$3,706,900 + \$75,000 for admin. costs=\$3,781,900

Potential House Lots Unavailable for Development = 128

Acres 594.56 + town lands w/CE 35.83 + Finch 137.0 + Woodworth 34.0=801.39+Howfirma Trust 268.10+ State Forest 41.90=Grand Total 1,111.39 Acres protected w/cons. easements from total land of 6,165.03 acres (or 18.02% of the Town).

Town Meeting-March 13, 2003-Warrant Article #7 was approved to acquire \$4,000,000 of conservation easements. (\$4,000,000 less expended of \$3,781,900 = \$218,100 balance remaining unexpended to date).

EMERGENCY MANAGEMENT

We have had another busy year in the EOC. We have attended many trainings and meetings with Unitil, Seabrook Station, NH HSEM, and our yearly Preparedness Conference.

This past year was our bi-yearly Seabrook Station drill cycle. We practice and train very hard to prepare for not only our graded exercises with NH HSEM, and FEMA, but for all hazard preparations for our residents of East Kingston. We passed with flying colors thanks to the dedication and hard work of our team players.

Laurie and I worked diligently to get reimbursement funds from FEMA for the March 13-14 storm from 2018. We were awarded \$15,944.86 from our snow removal costs, which will be deposited to the General Fund. We are now in the process to get reimbursed for our administration costs for the project, as well.

This year our focus is on updating our Hazard Mitigation Plans for the town. These updates are required every five years.

NH HSEM has a website for Emergency Preparedness and the tools you can use to help keep you safe and prepared in all kinds of emergency situations. Check it out!
www.readynh.gov

Respectfully Submitted,

Michelle Cotton-Miller
Emergency Management Director
Chelly7775@comcast.net
(978)-360-5196

Laurie McCarter
Deputy Emergency Management Director
Lauriemccarter@hotmail.com
(978)-360-5953



2018 Annual Report **Exeter-Squamscott River Local Advisory** **Committee**

[www/exeterriver.org](http://www.exeterriver.org)

The Exeter-Squamscott River is enrolled in the New Hampshire Rivers Management and Protection Program, a unique partnership between citizens, towns, and state government designed to promote and protect the river's outstanding natural and cultural re-

ESRLAC Representatives:

Brentwood:	Robert Glowacky Emily Schmalzer Eric Turer
Chester:	Vacant
Danville:	Vacant
East Kingston:	Vacant
Exeter:	Donald Clement David O'Hearn
Fremont:	Ellen Douglas John Roderick
Kensington:	Vacant
Kingston:	Evelyn Nathan
Newfields:	William Meserve
Raymond:	Vacant
Sandown:	Mark Traeger
Stratham:	Nathan Merrill

sources. Established in 1996, the Exeter-Squamscott River Local Advisory Committee (ESRLAC) is comprised of citizen volunteers living in towns in the watershed, vested in working together to protect water quality, water quantity, wildlife habitat and recreational opportunities. The Exeter-Squamscott River is one river with two names, reflecting the fresh water (Exeter River) and salt water (Squamscott River) portions of this major tributary to Great Bay.

2018 marked ESRLAC's 22nd year of acting "for the good of the river". The Committee continued to review proposals for land development along the river, providing information and analysis to landowners, developers, local boards and state agencies. ESRLAC reviews all plans closely to identify and recommend ways in which natural resources in and alongside the river may be protected through stormwater management and other conservation minded development practices. ESRLAC also advocates for access and use of the river and the Committee's 2019 workplan includes sharing information from recreational users of the river.

ESRLAC seeks members from all communities in the watershed. If you are a resident of Chester, Raymond, Fremont, Sandown, Danville, Kingston, East Kingston, Brentwood, Kensington, Exeter, Stratham, or Newfields and are interested in joining ESRLAC, please call the Rockingham Planning Commission at 603-778-0885 for more information.

EAST KINGSTON FIRE DEPARTMENT

2018 was a year like no other for your fire department. We had our busiest year ever. Our call volume was up 13.8% and the amount of time spent on calls was up 18.9%. With 70% of our calls being EMS related we spent a great deal of time training and improving our skills. We are proud of all our members and the time and effort they put in every day.

Currently there are 27 members on the fire department. Of the 27, 12 are EMT basics, 6 are Advanced EMT's, 3 are Paramedics. We have one member about to finish her certification to become a paramedic and another about to finish her certification to become another Advanced EMT. East Kingston is truly blessed to have this many dedicated people willing to help and serve the community. I realize I am bias but it's true.

Our per diem shifts have literally been a life saver. Mutual aid is not as readily available as it once was. Mutual aid is there and will respond but with every town being much busier than ever it's a question of availability and travel time. In fact, we go mutual aid and aid other towns when requested.

The Opioid crisis you hear and see on the news is just as prevalent in East Kingston as it is in any city or town in the state. Our hope and goal are to help everyone with any type of addiction. If you, any member of your family or friends needs help please reach out to us we are here to help. If we can't help you, we will find the appropriate agency or location that will. The important thing to remember is... YOU ARE NOT ALONE.

2018 saw a call, or should I say a group of calls, that the only way to explain them is "a once in a life time event" (we hope). I'm talking about the gas explosions and leaks in the Merrimac valley in Massachusetts. East Kingston responded on the first day with an engine and the command car to North Andover for station coverage. We were quickly reassigned to a staging area and responded to several calls throughout their city. We spent about 12 hours in North Andover.

The next two days we sent our ambulance, an engine and the command car to the city of Lawrence. Our Ambulance responded to several medical aid requests. Our engine company and the command car spent 24 hours in the next two days responding to reports of gas leaks. Then we were tasked to accompany Columbia Gas and go door to door confirming the gas was shut off in every house and checking the status of anyone that might still be there.

I can't emphasize enough how proud I am of each and every member of the department. I also need to recognize and thank all the residents of East Kingston for your continued support.

EAST KINGSTON FIRE DEPARTMENT (cont.)

If you are not aware of the current per diem shifts, they are, Monday – Friday, 1 person 6:00am to 12:00pm and one person 12:00pm to 6:00pm. Saturday and Sunday one person 8:00am to 4:00pm. If there is anything we can help with, please feel free to stop in.

Respectfully submitted,

Ed Warren
Fire Chief

Report of Forest Fire Warden and State Forest Ranger

This past year we were fortunate enough to have favorable weather conditions in the spring and summer which limited the amount of wildfire activity throughout the state. Your local fire departments and the Division of Forests & Lands worked throughout the year to protect homes and the forests. The statewide system of 16 fire lookout towers continues to operate on high fire danger days. Our fire lookouts are credited with keeping many fires small due to their quick and accurate spotting capabilities. The towers' fire detection efforts were supplemented by the NH Civil Air Patrol when the fire danger was especially high.

Many homes in New Hampshire are located in the wildland urban interface, which is the area where homes and flammable wildland fuels intermix. Several of the fires during the 2018 season threatened structures and one structure was destroyed, a constant reminder that wildfires burn more than just trees. Homeowners should take measures to prevent a wildfire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles, and maintaining adequate green space around your home free of flammable materials. Additional information and homeowner recommendations are available at www.firewise.org. Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

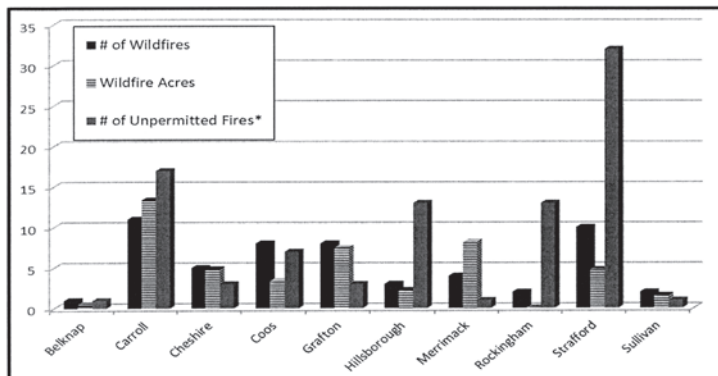
In 2019, we will be recognizing Smokey Bear's 75th birthday! Dressed in a ranger's hat, belted blue jeans, and carrying a shovel, he has been the recognized wildfire prevention symbol since 1944. The NH Forest Protection Bureau and local fire departments will be celebrating Smokey Bear's 75 years of wildfire prevention throughout the year. Smokey's message has always been about personal responsibility – remember his ABC's: Always Be Careful with fire. If you start a fire, put it out when you are done. **“Remember, Only You Can Prevent Wildfires!”**



As we prepare for the 2019 fire season, please remember to contact your local Forest Fire Warden or Fire Department to determine if a fire permit is required before doing ANY outside burning. Under State law (RSA 227-L:17) a fire permit is required for all outside burning, unless the ground is completely covered with snow. Fire permits are also available online in most towns and may be obtained by visiting www.nhfirepermit.com. The burning of household waste is prohibited by the Air Resources Division of the Department of Environmental Services (DES). You are encouraged to contact the local fire department or DES at 603-271-3503 or www.des.nh.gov for more information. Safe open burning requires your diligence and responsibility. Thank you for helping us to protect New Hampshire's forest resources. For more information please contact the Division of Forests & Lands at (603) 271-2214, or online at www.nhdfi.org.

2018 WILDLAND FIRE STATISTICS

(All fires reported as of December 2018)



Year	Number of Wildfires	Wildfire Acres Burned	Number of Unpermitted Fires*
2018	53	46	91
2017	65	134	100
2016	351	1090	159
2015	143	665	180
2014	112	72	53

* Unpermitted fires which escape control are considered Wildfires.

CAUSES OF FIRES REPORTED

(These numbers do not include the WMNF)

Arson	Debris Burning	Campfire	Children	Smoking	Railroad	Equipment	Lightning	Misc.
1	10	4	1	5	0	6	2	24

HEALTH OFFICER

Once again, I attended the fall New Hampshire Health Officer's Association meeting in October and plan to attend the spring meeting in May, 2019.

The school inspection was completed in 2017 and is not due for several years.

The few calls received in 2018 were septic system related and were referred to the appropriate town officials.

During the summer and early fall of 2018, mosquito-borne illnesses such as West Nile Virus (WNV) and Eastern Equine Encephalitis (EEE) were prominent in the news. Mosquitos in numerous local towns tested positive for WNV including Candia, Kingston, North Hampton, Newton and Rye. Newton, Rye and Sandown also had positive findings of EEE as well.

I did speak with the NH DHHS Bureau of Infectious Disease control on a number of occasions. I was also in touch with Dragon Mosquito Control. Some Rockingham county towns elected to spray for mosquitos. East Kingston remained at low risk according to the State surveillance, prevention and response plan and spraying was not necessary.

Respectfully submitted,

Peter J. Mahar MD MPH
East Kingston Health Officer

LIBRARY

2018 is ending with an exciting project. The east facing roof of the Library is now fully covered in solar panels thanks to a Power Purchase Agreement (PPA) that the Library has entered into with Brentwood based ReVision. The structure of a PPA means that, for the next six years at least, the Library will be purchasing all the power the panels generate from ReVision. The panels will generate substantially more power than the Library needs, so we will send the excess into the grid, and Unitil will apply the value of that power to our bill to offset the non-usage charges which currently make up more than half our monthly bill. At the end of six years, we have the option to buy the panels from ReVision and start generating our own free, clean energy for decades to come. Thanks to the Friends of the Library for their major financial assistance in getting the project going and with an extremely competitive rate per kWh. This project is a good financial move for the Library, the Town, and the environment!

We've had many great programs over the last year. Zoe Sucu and Heather Lindsay have implemented an ongoing Maker's Saturday once a month. Kids come and make fun things like slime, 3-D prints and many other items. Zoe has continued her Magic Tree House book club and they have read over 20 titles in that series.

The library's book club has been going for over 20 years. In the coming year we will be traveling around the world with the books that we read. We meet one Wednesday evening per month and everyone is always welcome.

Thank you to the Friends of the Library for their help with some great programming in the past year. They helped make the Summer Reading Program possible. We ended the program with a wonderful Harry Potter themed party. For adults the Friends sponsored Marine Hirsch and The Flight of Remembrance. The Mentalist, Preston Heller, was also a big hit. For the holidays they sponsored a centerpiece making program with the local Down to Earth Flower shop. We look forward to collaborating with them on programming in 2019. They also provided the library with some items that were not covered in our budget. They bought a 3D printer, a couch to replace our broken one and a new laptop. They also paid the cost of having Wowbrary. That is a weekly newsletter that tells of all the new items the library adds to the collection. We so appreciate their help and all those who volunteer for and donate to the organization.

Thanks to the library Trustees for their hard work over the last year. It may seem like there is not a lot of work being a trustee, but that is not true. The board oversees every aspect of the library. They attend training so they are knowledgeable about

LIBRARY (cont)

library laws. They develop and oversee the budget and work on policy development. Sarah Courchesne, the Treasurer also spearheaded the solar project.

Thanks to the staff at the library. They have done an amazing job. We all truly love what we do here at the library and look forward to providing more services in 2019.

Respectfully submitted,

Tracy Waldron

Tracy Waldron

Director

East Kingston Public Library

LIBRARY STATISTICS FOR 2018

Annual Visits	15,965
New Patrons	68
Books Added to Collection	1,978
Books Removed	2,033
Adult Programs	166
Attendance	1,141
Children's Programs	138
Attendance	1,337

Circulation

Adult	8,029
Children	8,681
DVD	2,729
Interlibrary Loans Lent	943
Interlibrary Loans Borrowed	455
EBooks Download	1,016
Audio Books Download	2,026
Movies Streamed	117
Museum Passes	73

Total Circulation **24,069**

TOWN OF EAST KINGSTON MOSQUITO CONTROL

The 2018 mosquito season began with extremely dry conditions throughout the state. July and August saw enough rain to bring southern New Hampshire back to the normal range. Increased rainfall continued through September. Warm temperatures and humidity this summer provided mosquitoes near perfect conditions. Mosquito populations rebounded from below normal levels in previous years.

After three quiet seasons, disease activity is on the rise again. One human case of Jamestown Canyon Virus was detected in New Hampshire. West Nile Virus (WNV) was again the main disease carried by mosquitoes in NH this season. Four animal cases have been identified to date. Thirty-two WNV positive mosquito batch were discovered in 14 communities. Eastern Equine Encephalitis was found in six batches in four communities.

A control program for East Kingston was not funded in 2018, but the trapping and disease testing of adult mosquitoes received continued funding. Adult mosquitoes were monitored at four locations throughout town. Nearly 6,500 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. No disease activity was detected in East Kingston in 2018. However, five West Nile Virus and two Eastern Equine Encephalitis mosquito batches tested positive from the neighboring towns of Newton, Kingston and Kensington.

Homeowners can reduce the number of mosquitoes by checking their property for standing water each week during the season. Center for Disease Control (CDC) recommends residents empty and scrub, turn over, cover, or toss items that hold water, such as tires, buckets, planters, toys, pools, birdbaths, flowerpots, or trash containers. Personal protection is the best way to avoid mosquito borne illness. More information is available on the CDC website at: <https://www.cdc.gov/westnile/prevention/index.html> and on our website at <http://www.dragonmosquito.com/helpful-links>.

Respectfully submitted,

Dragon Mosquito Control, Inc.
603.734.4144
help@dragonmosquito.com

PLANNING BOARD

The Planning Board consists of six regular members, one alternate, and an ex-officio Selectman member who meet on the third Thursday of the month. Noticing requirements and publication deadlines require applications be received 24 days prior to the scheduled hearing date. Board members attend training during the year to keep abreast of current information.

In 2018, the membership of the Planning Board was increased from 5 regular members to seven, with one alternate member.

Chris Delling served on the Planning Board from April 2013 to January 2018 and has resigned due to increased responsibilities of his employment. We thank Mr. Delling for his contribution to the Town of East Kingston by serving on the Board.

In February 2018, we welcomed Tim Allen to the Planning Board as a new member. Mr. Allen is a long-time resident and a licensed septic designer, and also a member of the East Kingston Zoning Board.

In June 2018, the Board welcomed Emily Andersen as an alternate member.

In July 2018, the Board welcomed Ron Morales as a member of the Board. Mr. Morales has previously served on the Planning Board as both a member and Chairman, and was previously a Selectman.

During the year, the Board heard one application for a Lot Line Adjustment, which was approved. One home occupation application for storage of excavating equipment and a home office on a grandfathered use property was approved, and another application was given a neutral decision and closed.

The Board approved three tenant changes; 89 Main Street – Jalisco Restaurant, 14 Main Street – The Maker's Post, and 213 Haverhill Road – ACV Enviro.

Environmental violations at 213 Haverhill Road were reviewed, reported and remediation is in process. Minor violations at 89 Main Street were reviewed and a plan of remediation has been established.

A committee was established to review and update several chapters of the Master Plan.

The Board prepared zoning ordinance modifications to the home occupation ordinance for a warrant article to be voted on at town meeting 2019.

PLANNING BOARD (CONT.)

The Board also completed its annual review and update of Article XIII Growth Management and Elderly Housing ordinances.

Planning Board member Robert "Doc" Marston was presented with a plaque for 40+ years of dedicated service to the town of East Kingston and the Pound School meeting room was renamed the Robert "Doc" Marston Meeting Room.

East Kingston is a dues paying member of the Rockingham Planning Commission (RPC) and holds two Commissioner seats. The Commissioners are the direct connection between State planning bodies in the Town, and advise the Planning Board of events, legislation, and issues which can impact the Town in matters of zoning, transportation, conservation, and other related subjects. The RPC also provides planning services and support to the Planning Board on a regular basis as part of their membership, with a Senior Planner attending all meetings.

Respectfully Submitted,

Joseph Cacciatore

Joseph Cacciatore, Chairman

Dr. Robert Marston, Vice Chairman
Joshua Bath, Member
William Caswell, Member
Tim Allen, Member
Ron Morales, Member
Emily Andersen, Alternate
Dick Poeleart, Ex Officio
Barbara White, Secretary

POLICE DEPARTMENT

It is my honor and privilege to present to you, the residents of East Kingston, the annual 2018 police department report. I first joined the East Kingston Police Department in 1999 and served the community for a total of two and a half years as a part time police officer. In 2017, I was hired by the town to oversee the general operations of the department as the Police Administrator. Some of my duties included updating all of the police policies for the department, an inventory control program, updating the police purchasing procedures, and updating equipment by liquidating unnecessary and surplus police equipment. In 2018, I was appointed the Police Chief for the community.

My command and administrative experiences were gained through my employment with the Kingston Police Department for the past seventeen years of my nineteen years of service. There, I served as the department's second-in-command as a Police Sergeant. During my tenure in Kingston, I had a vast array of duties and responsibilities such as field training officer, drug recognition expert, court liaison officer to the County Attorney's office and district court prosecutor's office, family/juvenile court prosecutor, evidence technician, information technology officer, detective, taser and pepper spray defensive less-lethal weapons instructor, and one of the department's two law enforcement drone pilots. I also hold a master's degree in public administration from Southern New Hampshire University where I still continue to teach undergraduate criminal justice courses to this day. I also hold a bachelor's degree in business management from Granite State College, cum laude and an associate's degree in criminal justice from New Hampshire Technical Institute, with honors.

In 2018, the teamwork with the other town departments and the police department is as good as it has ever been. I understand the importance in a small town that we all have to work together no matter what patch is on our sleeves or what "job" we do. Our police officers, our fire and EMS personnel, road agent and crew have never been as close a team as we are today. Nothing supports this more than my implementation of officers being trained in and carrying with them naloxone, commonly referred to as Narcan in June of this year. Since that time, Officer Chuck Rodolakis and I, within a week of one another, both were able to successfully administer Narcan to separate patients and were critical assistance to fire and EMS in saving both of those lives. The morale of this department is also in a great place. We are all working together as well as with all of our mutual aid communities around us to help continue to make East Kingston a safe community to live, work, and raise a family.

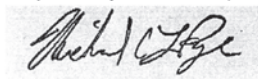
POLICE DEPARTMENT (cont)

Also, in 2018, I applied for and the department was awarded a New Hampshire Highway Safety grant. That grant was 100% fully funded in the amount of \$4,500 for information technology equipment for our cruisers to help us stay current with the move of the criminal justice system in this State towards a paperless system. We also had two officers, Sergeant Craig Charest and Officer Jerry Heywood, participate in the Seacoast Child Advocacy Center "Beards for Bucks" campaign where they collectively raised over \$3,500 towards the cause. Most recently, Sergeant Charest was also awarded a "career excellence award" by the Chief Michael Maloney Memorial Fund for his excellence in community policing.

Into 2019, I hope to continue to forge forward on the foundation that has been laid down over my service to the town. In 2019, I will be assuming the IT services and prosecution responsibilities that we currently sub-contract so that we can work to be more fiscally conservative for the tax payers. We will continue to offer a wide variety of services to the town's people such as our newly established residential vacation watch program, community outreach programs such as my group safety presentations at the Cricket Hill/Maplevale neighborhoods, and our continued support to the East Kingston Elementary School. To that support, most recently, officers assisted SAU16 Coordinator of School Safety and Security Richard Kane with phase three ALICE training for the school staff. ALICE is an active shooter civilian response training on how to more proactively handle the threat of an aggressive intruder or active shooter event for the safety of the children and staff at our schools.

None of this would be possible without the hard working, dedicated, men and women of the East Kingston Police Department. Day after day, East Kingston police officers and civilian staff display outstanding performance in a wide array of circumstances and constantly demonstrate their commitment to providing the highest quality of law enforcement services to the residents of East Kingston and the public. With professionalism and expertise, we continue to build relationships with citizens in order to improve personal safety, protect individual's rights and property, and promote individual responsibility and community commitment to keep the residents of East Kingston and the public safe and aware. We will continue to work to improve the services we provide to the community. Thank you for your continued support of the East Kingston Police Department and our mission.

Respectfully Submitted,



Michael C. LePage
Chief of Police

POLICE DEPARTMENT (cont)

Full Time Employees

Chief Michael LePage
Sergeant Craig Charest
Corporal Clayton Jervis
Officer Chuck Rodolakis
Officer Jerry Heywood

Years of Service

19 ½ Years
8 Years
12 Years
8 Years
5 Years

Part Time Employees

PtIm. First Class Mark Heitz
Officer Eric Vichill
Admin. Assistant Cheri Chaisson

Years of Service

21 Years
10 Years
5 Years

RECREATION COMMITTEE

The Recreation Department started 2018 in a good financial position, helping us achieve a few of our goals for the year. We again were able to expand our current programs, therefore, we felt that 2018 was a success for our community. Our members remained consistent, and will for 2019 as well.

Our first priority for the season was the addition of a girls' softball field for our growing community interest in East Kingston. We used the funds to transform the EKES baseball field into a full softball field. The field hosted games for girls in the U8, U10, U12 and U14 divisions. Field use became nightly and we enjoyed a busy season on the field. With past additions of the scoreboard and batting cages, we feel this field was the premier field in the league.

We also researched local interest in a new program for field hockey. We attended meetings and discussions about the sport and then gauged community interest. At this time, we decided to pass on the inaugural events, as the other towns also saw limited interest. We will continue to take part in discussion, but feel that this may not happen on a large scale.

We eagerly donated to the EKES Sargent Camp fundraiser this year. We plan to donate to this cause every year and possibly host our own Recreation Department Fundraiser.

Our current promos continue to be a success. Basketball, softball and ski club all saw significant increase in participation.

Our goals for 2019 are as follows:

1. Converting Foss Wasson Field to a 60/70-foot field to be more usable for our younger teams.
2. Further discussion and evaluation of field hockey.
3. Research the feasibility of an EK lacrosse program.
4. Continued effort for fundraising.

Our year end status shows a bit stronger than the actuality, as we wait for our basketball expenses to be fully deducted from our accounts. We estimate the actual end balance to be closer to \$15,000 - \$16,000.

We look forward to another great season of recreation for our community!

Respectfully submitted,

Bryan Wall

Bryan Wall Chairman
East Kingston Recreation Committee

ROAD AGENT

What seemed to be an average winter in the beginning of the year, dragged long and hard into the spring. Difficult storms with wet, heavy snow fell on unfrozen ground. Tree limbs and power lines fell onto roadways making snow removal challenging at best.

Things dried up for a short while late in the spring. Spring and summer maintenance began. The dirt roads around town were graded and compacted. During the summer months there were no shortage of thunder storms with heavy rains. Downpours and flash floods brought washouts and erosion that needed repairing. Foliage and brush also grew well with the summer rains. Mowing and brush cutting was performed at the end of the summer.

Construction on Giles Road was completed finishing a two-year project. Road shoulder and drainage work, two culverts were replaced. Giles Road was then shimmed and leveled. A top wear coat was then applied to the entire road.

Fall brought more heavy rains. Flooding in many areas resulted in saturated ground, erosion and more tree damage. Fall also brought early snow this year.

Once again, I would like to thank everyone for all the help and support. I am grateful for the opportunity to serve our Town and look forward to continuing to do so in the upcoming year.

Respectfully submitted,

Mark Brinkerhoff

Mark Brinkerhoff
Road Agent

ROCKINGHAM PLANNING COMMISSION

RPC Circuit Rider Planner Julie LaBranche assisted the Planning Board with various duties throughout the year including application reviews, a Master Plan update, several enforcement cases, and a zoning amendment to the Home Occupation ordinance.

Working with the Master Plan subcommittee, RPC prepared new content, updated existing content and reorganized the Land Use Chapter. RPC will assist the Master Plan subcommittee to distribute a community survey and hold a public workshop in 2019 to guide update of the Vision Chapter.

With the Conservation Commission, RPC participated as an instructor at the annual Wetland Workshop at the Pheasant Run conservation area.

In 2019, RPC will focus on revising and updating application forms, compiling an inventory of grandfathered nonconforming uses, evaluating current zoning districts, and providing general support to the Planning Board.

Thanks, Julie

Julie LaBranche
Senior Planner
Rockingham Planning Commission
156 Water Street
Exeter, NH 03833

SAFETY COMMITTEE

The Town of East Kingston Safety Committee schedules quarterly meetings during the year to discuss safety issues and concerns of the Town owned buildings, based upon a Workers' Compensation statute established in 1995.

The Committee's purpose is to advise the Board of Selectmen of any recommendations or suggestions to correct existing safety problems, and/or prevent unsafe situations. The Committee performs annual inspections of each Town-owned building.

The following summarizes each Town-owned building's status in 2018:

The Town Offices building remains in need of slate roof repairs, the Town Hall needs repair, but renovations are being delayed until the voters determine the course of action for either repair or demolition of the building, the Railroad Depot building remains in declining condition, the Library has been well maintained and utilized and as always was found to be clean, neat and well organized, the Pound School remains the location for many of the Town's committees as well as the location of the Friends of the Library Bookstore, which is open on Fridays and Saturdays, the Fire Station and EOC buildings are in good shape and the Police Station has been occupied since 2007, is very well maintained and recently had its interior repainted.

During the winter months, each building is provided sand and salt to prevent slips and falls and all walkways are sanded and shoveled. The Road Agent plows and sands all parking lots. Each September, the fire extinguishers located in all buildings are inspected and those that do not meet code are replaced.

The Town contracts with Waste Management and schedules Bulky pick-ups in May and September, as well as a White Goods/Electronic Waste pick-up day in October. The Committee recommends that Department Heads and Elected Officials take advantage of these opportunities to discard unnecessary items.

One new Workers' Compensation claim was filed in 2018.

The Committee's goal is to maintain each building and to prevent unsafe situations.

Respectfully submitted,

Cheryll A. Hurteau

Cheryll A. Hurteau, Chairman

SOLID WASTE REMOVAL & RECYCLE COMMITTEE REPORT

Members:

Ronald F. Morales – Chairman
Dan Guilmette – Vice-Chairman
Rob Caron - Member
William "Bud" Staples – Recording Secretary

The primary goal of our Committee is to assist in educating our citizens on the benefits of recycling and to seek an increase in participation. Composting is yet another way to reduce our overall solid waste and we thank those residents that are using this option. The goal of 40% in recycled waste is very attainable and future savings should be significant. We seek your assistance in accomplishing this goal.

During 2018 our residents kept pace with 2017's recycling efforts. Through November, 32.5% of our total waste was recycled. This compares to 32.4% through November 2017. Recycling has in the past saved our Town considerable expense as its value has been significantly less costly compared to our regular solid waste expense.

Until early this year, China had been the largest market for recyclables, taking half the world's recycled plastic and paper waste. China initiated restrictions on contaminated waste, limiting contamination to 0.5% and also banning some materials. This put pressure on companies like Waste Management to find new markets, not an easy task, and to push for cleaner recycled waste from its customers.

Presently, other countries that accept recycled waste do so at lower price points and they are unable to handle the volume that China no longer accepts. This backup of recycled material caused Waste Management to gradually increase their rate per ton from \$18 at the beginning of the year to \$53 through September, still at cheaper rates than regular solid waste tonnage. Restrictions were also placed on permitted plastics and papers. As of October the rate for recycled tonnage was higher than the rate for regular solid waste tonnage as a very limited market for some of this waste existed. The Committee, along with Waste Management, believes this will be a temporary issue and therefore we request that recycling continue since fundamentally and environmentally, it is the right thing to do.

Through November 2018, our Town had a total of 915 tons of waste, a 1 ton increase over 2017 of which 297 tons were recycled, also an increase of 1 ton over

SOLID WASTE REMOVAL & RECYCLE COMMITTEE REPORT (cont.)

the same period of 2017. The remainder, 618 tons of solid waste, was billed to the town at \$71.40 per ton. The Town had two bulk pickup dates and one white goods/electronic waste pickup date. The 2018 white goods/electronic waste pickup collected 53 items, a reduction of 22 items compared to 2017. The \$15 per item fee collected by the town offset 45% of the Waste Management charge to the Town. The two bulk pickups collected 82.5 tons, a significant increase over 2017's 70.7 tons and 2016's 45.3 tons. The first pickup included leakage of items brought to East Kingston from surrounding towns, friends of residents and from commercial businesses, so the tonnage increased 18% over the previous year's first pickup. Measures were taken to minimize this abuse during the second pickup. The Committee recommended to the Selectmen to either eliminate the program or convert it to a cost sharing program similar to the White Goods / eWaste Collection at a rate of \$15/item. Alternatively, residents are able to discard their large items at the Newton Transfer Station. Their published rates and hours of operation can be found at <http://www.newton-nh.gov> or they may contact Waste Management to utilize their Bagster® bag program (a \$29.95 initial cost) for up to 3000 lbs. at a pickup cost of approx. \$200. Waste Management has a website with an excellent tutorial on recycling called [Recycle Often. Recycle Right®](#). To view this, please go to: www.rorr.com.

During 2019, the Committee will be reviewing Waste Management's proposal for a contract renewal and possibly initiating an RFP to view competitive service offerings. We will also continue to monitor the recycle market and make recommendations to the Selectmen as warranted.

Your continued recycling and composting efforts are important to your community and the environment. We encourage you to do your part and we thank you for your efforts.

William "Bud" Staples – Recording Secretary

2018 Recycling and Solid Waste Totals by Month

	<u>Curbside Single Stream</u>	<u>Total Tonnage</u>	<u>Clean Up</u>	<u>Solid Waste</u>	<u>Total Tons</u>	<u>SW & R Total</u>	<u>% Recycled</u>
January	23.64	26.67		62.73	62.73	89.40	30%
February	21.59	23.02		45.03	45.03	68.05	34%
March	21.27	22.55		45.29	45.29	67.84	33%
April	29.34	30.96		61.90	61.90	92.86	33%
May	28.37	30.30	52.06	53.88	105.94	84.18	36%
June	22.48	24.37		50.37	50.37	74.74	33%
July	23.75	26.50		65.18	65.18	91.68	29%
August	23.35	25.17		54.19	54.19	79.36	32%
September	22.04	23.77	30.44	58.85	89.29	82.62	29%
October	34.32	36.09		63.78	63.78	99.87	36%
November	26.18	27.96		56.52	56.52	84.48	33%
December	23.60	26.57	82.50	64.00	64.00	90.57	29%
Totals	299.93	323.93	82.50	681.72	764.22	1005.65	32%

TAX COLLECTOR

At 2018-year end, our outstanding receivables were as follows:

2014L - \$ 6,825.98
2015L - \$ 5,818.53
2016L - \$ 23,491.93
2017L - \$ 33,324.70
2018P1 - \$ 54,959.23
2018P2 - \$161,804.79

We executed 12 liens for unpaid 2017 property taxes. At year-end, 9 have yet to be redeemed. There were no properties deeded in 2018.

I attended the New Hampshire Tax Collectors' Annual Conference from September 19-21st in North Conway.

The property tax year runs from April 1 – March 31. Taxes are billed twice yearly and are due on or around July 1st and December 1st. In 2019, we will be lienning 2018 taxes on June 21, 2019 and deeding 2016 outstanding taxes on August 23, 2019.

If you have outstanding taxes, please feel free to contact our office to set up a payment plan.

Respectfully submitted,



Barbara A. Clark, Tax Collector

TOWN CLERK

The Annual Meeting (deliberative session) was held on February 6, 2018 with 64 residents in attendance.

The Town Election was held on March 13, 2018 with 416 voters participating, giving a 25% voter turnout.

On Saturday, April 7, 2018, Dr. Kirk Smith of Amesbury Animal Hospital held a rabies clinic at the Town Office Building and our office was open to license dogs as well.

On May 16, 2018, Judy Cash and I attended the Seacoast Regional NH City & Town Clerks' Association spring regional meeting. Representatives from various state agencies were in attendance to update us on the latest changes.

On September 11, 2018, the State Primary Election was held. We had 522 ballots cast with a 31% voter turnout.

I attended the NHCTCA (New Hampshire Town and City Clerks' Association) Annual Conference from October 24-26th in North Conway.

On November 6, 2018, the State General Election was held. We had 1,314 ballots cast with a 74% voter turnout. This was a landmark election. The state-wide turnout exceeded that of any NH Presidential Primary.

DMV Changes in 2018

Effective 01/15/18, the new Decal plate became available. This plate is available for \$15.00 a year and the decals have to be purchased separately through the participating non-profit organization. Decals presently available are NH Firefighters and NH Retired Firefighters, UNH, and Rotary. Effective September 30, the following were approved by the legislature: The Daniel Webster Council of Boy Scouts of America, The NE Patriots Charitable Foundation, Granite Pathways, The NH Law Enforcement Officers Memorial Assoc., Friends of the Hampton Falls Bandstand, Seacoast Youth Services, NH Catholic Charities to benefit the NH Hampshire Food Bank, New England Donor Services, Sophia's Fund and the NH Breast Cancer Coalition. There will be more to come in 2019.

Consider purchasing a NH Conservation Plate (Moose Plate). All funds to date, totaling over 20 million to date, help benefit the promotion, protection, and investment in NH's natural, cultural, and historic resources.

Effective 10/11/2018, DMV will no longer be charging customers \$5 for walking disability placards.

TOWN CLERK (cont.)

REAL ID, or other federally compliant ID will soon be required for domestic flights. NH DMV offers REAL ID driver licenses and non-driver identification cards that are fully compliant with the federal requirements. For detailed documentation requirements and facts about REAL ID visit www.getREAL.nh.gov.

Reminders:

Title exempt vehicles are 1999 and older

Please bring ID when registering or renewing your motor vehicle as well as a current registration and/or renewal form. Effective 01/01/19, we will only be emailing your renewal notices. If you previously received your notice by mail, please update us with your email address, bclark@eastkingstonh.gov.

All dogs need to be licensed by April 30th. Dr. Kirk Smith will be holding his 2019 Rabies Clinic in East Kingston on Saturday, April 13, 2019 from 12:00 pm – 2:00 pm.

Notary Public Services are provided free of charge to residents only.

Renew your motor vehicle or dog online at www.eknh.org (under Town Clerk/Tax Collector) – see icons.

Fishing/Hunting licenses are available in our office.

OHRV registrations are available in our office.

Thank you for the opportunity to serve you and our best to you in 2019.

Respectfully submitted,



Barbara A. Clark, Town Clerk

TREASURER

2018 was a relatively quiet year for the Treasury function. We continued to build on information learned in previous years for ease in tracking weekly and monthly cash disbursements and receipts as well as the preparation of month end reconciliations. We monitor cash flow and continue to invest in certificates of deposit per the Town's investment policy.

As always, my appreciation and many thanks to the staff of the Selectmen and Town Clerk/Tax Collector's offices. The timely flow of information and follow-up to questions is essential in the completion of my work in an efficient manner. Thank you for the opportunity to serve our community.

Respectfully submitted,

Barbara K. Smith

Treasurer

TRUSTEES OF THE CEMETERY

In late 2017, Stephen McMillan was appointed by the selectmen to fill a cemetery trustee vacancy. In March of 2018, McMillan was elected to a three-year term. At the same time, Jim Clark was elected to a two-year term. McMillan and Clark joined Barbara Clark to fill the three cemetery trustee positions.

Mark Brinkerhoff joined the team as cemetery sexton. In September, Diane Amero became a second sexton to ensure that the necessary work could be completed. Brinkerhoff and Amero completed some beautification work, with some assistance from the trustees. Brinkerhoff also coordinated several lot sales and burials throughout the year. The cemeteries opened on April 14. The spring cleanup of the cemeteries was performed in April and May. Flags were placed on all veteran grave sites prior to Memorial Day.

Two cemetery lots were sold this year, and seven burials were completed. A family concern about a lot they felt was encroaching on their lot at Union Cemetery was resolved to the family's satisfaction.

Some concerns regarding the maintenance provided by our landscaping service were communicated to the trustees. The trustees worked with the landscaper to address the issues, and the cemeteries looked much better the latter half of the year.

Nine large pine trees were removed from Hillside Cemetery to increase available space and to prevent damage to grave sites from falling limbs.

Wreaths Across America arranged for wreaths to be placed on veteran grave sites in December. Gerry Tilley of Fremont coordinated the program and Michael Benjamin and Henry Lewandowski volunteered their time to place the wreaths. A Wreath of Remembrance ceremony took place on Saturday, December 15, at the Veterans Memorial Stone in front of the East Kingston public library. The trustees sponsored fifteen wreaths to honor East Kingston's veterans. Please contact Tilley at 895-6658 to sponsor a wreath for \$15 in the future.

The cemeteries were officially closed for the year on December 15.

Respectfully submitted for the trustees,

Stephen McMillan

Stephen McMillan
Cemetery Trustee

CEMETERY RULES AND REGULATIONS

The rules and regulations as set forth here-in apply to all Cemeteries and are intended to preserve and protect the beauty and character of our cemeteries and to ensure proper care and maintenance consistent with the respect due to the deceased.

Section I - General Provisions:

1. The Trustees, Sexton and their employees shall have the right at all times to enter upon any lot or other parts of the cemetery to perform their duties, and they shall have right to remove, or cause to be removed, any tree, shrub or device, which they may consider detrimental, dangerous, inconvenient to the proper functioning of the cemetery, or in violation of any rule of the cemetery.
2. The Sexton is authorized to make any emergency rule for the proper conducting of the cemetery that the exigencies of the occasion may require, but such rules shall be subject to approval of the Trustees.
3. Automobiles are permitted on roadways only and then as a privilege, not as a legal right.
4. Heavy trucking is not permitted in the cemeteries.
5. Damages caused by motor vehicles operated within the cemetery will be charged to the owner of said vehicles.
6. The Sexton, having care of the cemetery, is authorized to remove all persons who violate cemetery rules and is directed to cause the violators to be prosecuted.
7. The cemetery is closed to all persons from sunset to dawn and no person or persons shall enter the cemetery except the Trustees, Sexton or their employees.
8. No cement may be poured after October 31st.
9. All cemeteries are closed between December 15th and April 15th, during which time, no burials will be permitted. Exceptions may be granted, in writing by the Trustees, at their sole discretion, provided that the cemetery grounds are not frozen and/or not covered by snow.

Section II - Purchase of Lots:

1. Persons desirous of purchasing a burial lot shall apply to the Trustees of the Cemeteries, who shall provide necessary information as to size, location, and cost. etc.
2. No lot shall be sold to anyone, other than a legal resident of East Kingston, with perpetual care only, with exceptions, only with approval by the Cemetery Trustees.
3. Applications for lots must be accompanied by payment in full, including cost of granite corner markers. No assignment or reservation of a lot may be made in advance.
4. All deeds to lots sold shall be recorded with the Town Clerk by the Trustees of the

Cemeteries.

5. Burial Lots shall be sold under one name only, and each lot shall have corner posts, as specified by the Trustees.
6. Burial lots and locations are assigned by the Sexton as directed by the Trustees.
7. Assignment or transfer of deeds by whatever means, is prohibited except that deeds may be assigned or transferred to the Trustees of the Cemeteries with full refund of the monies paid.
8. In the event a deed is lost or the owner is unknown, it shall be the duty of anyone claiming the lot to provide proper affidavits (as determined by the Trustees) to satisfy the claim.
9. Any failure to comply with the conditions of sale, shall result in the forfeiture of all monies paid thereon, and said lot or lots shall be immediately returned to the possession of the cemetery.
10. Olde Cemetery is closed for any further burials.

Section III - Interments:

1. No burial may be made in a lot, until paid in full, and the deed is issued and properly recorded with the Town Clerk.
2. It shall be the duty of the Sexton to determine which grave in the lot is to be used and to require advanced payment of the cost of the grave opening and other administrative fees as may be assessed by the Trustees.
3. Burials shall be made in a suitable vault in accordance with the specifications of the Trustees of the Cemeteries. All traditional burials shall use a suitable vault. Remains shall be placed in a durable container.
4. In the event the Sexton is shown the wrong grave location, it shall be the duty of said funeral director or other person ordering the burial, to pay the costs of removal and re-burial.
5. No grave shall be opened for interment or for removal, except by permission of the Sexton, and the cost of such opening shall be paid for in advance.
6. Any failure to comply with the provisions of this section and with the order of the Trustees, may cause the body or bodies, that have been interred, thereon to be removed to such portion of the cemetery as may be selected by them. All associated costs of such removal shall be assessed to the person or persons responsible for the non-compliance.

Section IV - Monuments and Stones:

1. All Monuments and Markers before being placed, must be approved in writing by the Trustees. This provision includes, but is not limited to, Type, Size and Placement. (See Section X Monuments and Markers)
2. Monuments & markers are not allowed until the lot is paid for in full and then only

as specified in (1) above.

3. No monument, headstone, curbing or other structure will be allowed to be erected, unless it rests on a foundation, built of solid masonry, with good cement or mortar, and from 2 to 6 feet deep and finished 2 inches below grade as the Sexton shall direct.
4. No curbing around lots, corner posts, platforms, urns, steps or buttresses will be allowed, except by written approval of the Trustees.
5. No tablets, fences, hedges or wooden devises are permitted.
6. Monuments and Headstones may only be set between May 1st and November 15th.

Section V - Care and Maintenance of lots:

1. No person except the Sexton or his designee, shall be allowed to perform any work on any lot or parcel of ground within the Cemetery, without a written permit from the Trustees.
2. No trees, flowers or shrubs may be planted without the written permission of the Trustees.
3. Flowers, wreaths, etc., will be removed from gravesites, as soon as possible, after they have wilted or died. All flags on a gravesite will be removed prior to snow covering the ground. The Trustees are not responsible for anything left on lots.
4. Glass containers are not permitted on graves, but other flower containers may be placed upon graves, except that they may not be embedded into the ground.
5. No artificial flowers or artifacts are permitted. No perpetual lights, stationary or hanging hooks are permitted.
6. The Trustees reserve the right to remove any items infringing on these regulations.

Respectfully submitted,

Barbara A. Clark

Barbara A. Clark, Trustee of the Cemetery

Stephen McMillan, Interim Trustee of the Cemetery

TRUSTEES OF THE TRUST FUNDS

As of 31 December 2018, the charitable (private) trust funds market value amounted to \$557,923.77, and the capital reserve and expendable trust funds (CRF and ETF) market value amounted to \$1,177,715.57. Our combined investments value was \$1,735,639.34.

All of the public and private trust funds the trustees oversee are managed through Bearing Point Wealth Partners, Hampton, New Hampshire. Some years ago the vote was taken to act as prudent investors in the management of our trusts. In order to do so, employing a financial advisor was a State requirement to take advantage of greater flexibility in portfolio investment. Bearing Point Wealth Partners has done well within the constraints of statute limitations.

At Town Meeting (Polling Day) 2018 East Kingston residents voted to create a new Expendable Trust Fund (ETF) in accordance with NH RSA 31:19-a for the purpose of cemetery maintenance. Initial funding for it came from monies formerly held by the Cemetery Trustees, a practice holdover from prior to 1994 when the Town had a Cemetery Committee rather than Trustees. Future funding will be from two sources, i.e. 1) Town Meeting voting to fund it with tax dollars, and 2) proceeds from cemetery lot sales being placed into the Fund rather than the General Fund. By virtue of these funding sources, much of cemetery maintenance will be self-sustaining, avoiding some use of tax dollars.

For all the Town's private trusts and capital reserves, the management fees are taken directly from the trusts, as the State allows, and the Town elected to do. Account activity for the year is summarized as follows:

Charitable Trust Portfolio Capital Reserve Portfolio

Beg Market Value	\$584,523.17	\$1,049,285.32
Cash Deposits	7,959.69	144,239.12
Income	13,727.44	20,414.74
Sales	42,495.84	8,205.00
Purchases	(50,588.00)	(151,579.00)
Disbursements	(12,075.78)	(13,812.35)
Fees	(2,177.50)	(3,969.29)
Net money market trades	410.59	(3,498.22)
Change in market value	(4,639.06)	135,835.33
End Market Value	\$579,636.39	\$1,185,120.65

TRUSTEES OF THE TRUST FUNDS (cont.)

Charitable Trust Income

Dividends	\$13,031.54
Taxable Interest	107.53
L-T capital gains distribution	588.37
Total Income	\$13,727.44

Capital Reserve Income

Dividends	\$20,203.00
S-T capital gains distribution	19.30
Taxable interest	71.79
L-T capital gains distribution	120.65
Total Income	\$20,414.74

Respectfully,

Albert E. Dittman, '19
J. Roby Day, Jr., '20
Edward A. Lloyd, Jr., '21
Ronald F. Morales, '18

VOLUNTEER FIREMEN'S ASSOCIATION

The Volunteer Firemen's Association normally meets on the first Sunday of every other month (February, April, June, August, October, December) at the East Kingston Fire Station. The Association typically meets at 6:00 PM for a pot luck meal, followed by the meeting around 7:00 PM. We are always looking to expand our membership with anyone who wishes to help support our growing community. Please feel free to stop by to learn more or email the Association at ekvfa.nh@gmail.com.

The Fire Association is a civic organization. We are one of very few towns that still drives Santa through town on Christmas Eve and stops at every home where people are waiting for a visit. Santa has even been invited into the homes of residents who are unable to come out to meet him. The Fire Association and Fire Department are always looking for additional help with these beloved Santa parades. If you are available on Christmas Eve, please come to the Fire Station and be a part of this wonderful tradition. This has always been a great event, and we need your support to continue this long-standing tradition.

Our finances are based on contributions from friends and neighbors, as well as fundraising endeavors. In 2018, fundraising events included pancake breakfasts and a spaghetti dinner. Come out and join us for some fun at our fundraiser events and support your local Fire Association. We are also open to any recommendations for other fundraising events. All proceeds of our fundraising efforts support the Fire Department with necessary equipment, which in turn decreases the amount of tax dollars spent. In addition to owning and maintaining the Fire Station, the Fire Association owns and maintains the Pavilion across the street at Foss Wasson Field.

Please consider coming out and supporting or joining the Fire Association. It really is a worthwhile cause.

Respectfully submitted,

Timothy Conti
President, EKVFA

2018 East Kingston Town Report– Wages

NAME	DEPARTMENT	AMOUNT
Amero, Diane H.	Deputy Cemetery Sexton	2,100.00
Aubert, Deborah R.	Administrative Assistant	29,665.08
Belcher, Carly M.	Library	60.00
Bertogli, Keith E.	Fire Department	589.00
Boyle, Tyler C.	Fire Department	295.66
Mark F. Brinkerhoff	Cemetery Sexton	1,418.30
Burnim, Todd A.	Fire Department	2,751.17
Carifio, Cooper B.	Fire Department	17,646.26
Cash, Judith M.	Assistant Town Clerk/ Tax Collector	20,840.36
Chaisson, Cherise M.	Police Department Admin	29,640.00
Charest, Craig R.	Police Department	67,119.75
Clark, Barbara A.	Town Clerk/ Tax Collector	45,000.02
Connell, Timothy J.	Police Department	239.88
Conti, Britney E.	Fire Department	788.83
Conti, Jennifer	Fire Department	2,824.73
Conti, Timothy D.	Fire Department	36,954.27
Conti, Virginia E.	Election Worker	125.00
Coppens, John T.	Fire Department	281.50
Cotton-Miller, Michelle L.	Fire Department	6,801.10
Day, James R., Jr.	Trustee of the Trust Fund	800.00
Desmond, Heather M.	Administrative Assistant FD	3,056.00
Gallant, Christopher R.	Fire Department	102.84
Gallant, Matthew L.	Fire Department	6,136.72
Gilligan, Peter C.	Election Worker	399.00
Greene, Angela T.	Fire Department	26.00
Hall, Michael C.	Fire Department	807.15
Head, Alexandra L.	Fire Department	6,557.09
Head, Andrew W.	Fire Department	8,993.60
Heitz, Mark A.	Police Department	682.50

NAME	DEPARTMENT	AMOUNT
Heywood, Jerrald A.	Police Department	61,177.50
Hillner, Jordan M.	Fire Department	818.17
Hurteau, Cheryll A.	Town Office Manager	75,400.00
Hurteau, Keith R.	Town Custodian	26,100.00
Jervis, Clayton A.	Police Department	72,755.01
Latham, Thomas A.	Fire Department	3,252.34
Leach, Elizabeth	Supervisor of Checklist	574.50
Leach, Thomas E.	Fire Department	1,252.95
LePage, Michael	Police Department	43,057.35
Lindsay, Heather M.	Library	3,182.70
Lisowski, Brandon J.	Fire Department	25.00
Lyons, Justin B.	Selectmen	4,000.00
Mahar, Peter J.	Health Officer	500.00
Marshall Keri J.	Moderator	675.00
Marshall, Philip C.	Assistant Moderator	675.00
McCarter, Laurie	Fire Department/EOC	7,896.45
Mierswa, Dawn	Election Worker	412.13
Morales, Ronald F.	Election Worker	362.26
Moreau, John E. Jr.	Building Inspector	7,784.04
Nash, Hunter M.	Fire Department	516.00
Newman, Frederick W.	Emergency Management	250.00
Osterloh, Douglas D.	Fire Department	15,083.60
Patnaude, Mark T.	Election Worker	102.38
Pettinato, Erin M.	Selectmen	5,000.00
Poelaert, Richard S.	Selectman	4,000.00
Ranz, Jennifer	Emergency Management	250.00
Ranz, Matthew H.	Fire Department	1,678.23
Rodolakis, Charles A.	Police Department	75,448.50
Rogers-Osterloh, Sandra J.	Fire Department	1,845.00
Scandurra, M. D.	Election Worker	128.63

2018 East Kingston Town Report– Wages

NAME	DEPARTMENT	AMOUNT
Sheckells, Diane S.	Library	10,392.70
Skalecki, Kory	Deputy Treasurer	198.75
Smith, Barbara K.	Treasurer	1,700.00
Sturgis, Thomas B.	Fire Department	729.09
Sucu, Zoe M.	Library	16,272.73
Trimmer, Emerson F.	Library	2,084.65
Urwick, Laurel	Fire Department	2,112.95
Urwick, Richard S.	Fire Department	4,970.47
Vichill, Eric T.	Police Department	2,030.25
Wade, Sandra J.	Election Worker	252.00
Waldron, Tracy J.	Library Director	61,799.92
Warren, Edward J.	Fire Chief	14,752.33
Warren, Jason	Fire Department	2,543.22
Waters, William F.	Fire Department	17,666.01
Welch, Thomas L.	Deputy Building Inspector	7,784.04
White, Barbara A.	Planning/ZBA Secretary	4,303.93
Williams, Sandra L.	Supervisor of Checklist	608.63
Young, Margery R.	Supervisor of Checklist	538.75

WELFARE AGENT

In 2018, the Town provided assistance to two families of East Kingston, including occasional assistance from the food pantry. Four residents were assisted in 2017.

The food pantry has been well supplied thanks to generous donations. Donations of non-perishable food items, paper products and personal hygiene products are welcome and accepted at the Selectmen's Office, Monday through Friday, between the hours of 8:00AM – 4:00PM.

We wish to extend many thanks to the individuals and groups who donated food and dry goods throughout the year. We appreciate and acknowledge the generous donations from the following:

The First Congregational Church of Kingston, Wingold Grange #308, East Rockingham Pomona #11, Nam Knights of America, the East Kingston Public Library, Edward & Mary Webber, and several anonymous donations.

Residents of East Kingston requesting assistance are required to submit a public assistance application to the Selectmen's Office. Applicants are then required to meet with the Board of Selectmen who will determine whether or not to grant assistance. All cases are treated with confidentiality.

For further information, you may contact the Welfare Agent, Cheryll Hurteau at the Selectmen's Office during normal business hours: Monday through Friday, 8:00AM – 4:00PM or by calling 642-8406, Option #1.

Respectfully submitted,

Cheryll A. Hurteau

Cheryll A. Hurteau, Welfare Agent

ZONING BOARD OF ADJUSTMENT

The East Kingston Zoning Board of Adjustment considered one application for a special exception and one variance application during the past calendar year. After a public hearing and due deliberation, the application for special exception was granted. The variance application remained pending at the end of the year. Minutes of the meetings are posted on the Town website. In addition to the formal hearings that it holds as required by the Zoning Ordinance and other applicable laws, the Board has been consulted on a regular basis by potential applicants who have ultimately determined either to defer an application or decided not to apply.

The Board meets on an as needed basis. However, it tries to schedule hearings on the fourth Thursday of the month whenever practical. Notice requirements and publication deadlines require that applications must be received 3 weeks prior to the scheduled hearing date. More information concerning submission deadlines is available on the Town website.

From time to time Board members attend training seminars (for example, the NHMA Law Lecture Series) to further enhance their knowledge of the procedures and changes in the laws.

The ZBA exists to hear appeals from administrative decisions involving the Town's Zoning Ordinance, and decide variance applications and applications for special exceptions under the Zoning Ordinance; its role is quasi-judicial in that it exercises independent judgment based on the facts of each case and the evidence presented.

The board includes five regular members and up to three alternates. At present, there is only one alternate member and the board is always interested in adding more. In 2018, Ed Robbins joined the Board as an alternate member, the only one at present. The Board has an ongoing need for one or more additional alternates. Please contact the Chairman or any of the Members if you are interested.

John V. Daly, Chairman
David E. Ciardelli, Member
Paul E. Falman, Member
Timothy J. Allen, Member
Frank Collamore, Member
Ed Robbins, Alternate Member
Barbara White, Secretary

December 31, 2018

**ANNUAL REPORTS
OF THE
SCHOOL DISTRICT
OF
EAST KINGSTON, NEW HAMPSHIRE
FOR THE FISCAL YEAR
2018-2019**

**East Kingston Elementary
Exeter Region Cooperative
SAU #16**

EAST KINGSTON SCHOOL DISTRICT OFFICERS

Melissa Lyons
770-3979
2020

SCHOOL BOARD

James Saucier
828-6739
2021

Jennifer Ranz
347-5433
2019

TREASURER

Erica Larson
772-2185
2019

MODERATOR

Keri Marshall
642-5374
2019

CLERK

Vacant
2019

SUPERINTENDENT OF SCHOOLS

David Ryan
775-8653

ASSOCIATE SUPERINTENDENT OF SCHOOLS

Esther Asbell
775-8655

ASSISTANT SUPERINTENDENT OF SCHOOLS FOR HUMAN RESOURCES

Thomas Campbell
775-8652

ASSISTANT SUPERINTENDENT OF SCHOOLS FOR CURRICULUM AND ASSESSMENT

Christopher Andriski
775-8679

East Kingston Elementary School Town Report

It is my pleasure to submit the East Kingston Elementary School's 2018 annual town report to the community.

Enrollment-

As of December 1, 2018, the enrollment at EKES is 134 students. The enrollment from the prior four years:

- 2017-18 - 145 students
- 2016-17 - 156 students
- 2015-16 - 144 students
- 2014-15 - 147 students

Current projections for 2019-20 have enrollment at 127 students and we have budgeted accordingly.

Faculty and Staff

This year we added three new faculty members to the EKES staff.

Kristin Woodworth is our School Counselor, coming over from Derry. She has eight years of experience and is at EKES for two and half days a week. One major focus for our school is social emotional learning and Mrs. Woodworth brings great skill and experience in this area. She also provides instruction in safe appropriate use of technology. We are excited to have her as part of our staff.

Alysha Bastille is our new Art Teacher, coming to EKES from the Birchtree Center. Mrs. Bastille is enthusiastic about the community support of the Art Program. Art is held two days a week with all students getting one class of art per week. Mrs. Bastille provides students instruction in color, shape, and form as well as art appreciation and analysis. Our hallways are colorful and bright with student artwork!

Katherine Walden is our new Music Teacher. Miss Walden joined us from working as a long-term substitute in various schools in NH and MA last year. She completed her music internship at CMS in 2017. As well as eight weeks of her internship at EKES! She also directs the band and chorus. Our halls are "alive with the sound of music"!

We are excited to have these three professionals joining our community!

We said goodbye to a number of long time EKES staff at the end of the 2017-18 school year. Merrillyn San Souci, Betsy Schulthess and Paula Rolfs retired from public school service. Three other staff members have moved on from serving the EK community: Emily Darby is now in Exeter at Main Street School, Erin Murphy is teaching music in Dover, Sarah O'Connor is working at LAS in Hampton Falls. We wish them all well in their future endeavors.

Curriculum-

The following SAU 16 guiding vision for our graduates is in use:

SAU 16 Vision For Our Graduates: A Compass to Guide Our Work

Each graduate demonstrates engaged learning and citizenship through the ability to solve problems independently and collaboratively with perseverance and resilience, and communicates solutions with confidence and empathy. (July 2016)

Teachers address this vision as they implement Competency Based learning in a number of exciting ways. We do this by building choice into the instruction in reading, writing and math. We personalize learning through practices that "meet students where they are and move them on when ready." Teachers focus on building skill and competency so that students are becoming critical thinkers, problem solvers and confident effective communicators.

School Goals

The focus of our work this year is twofold.

1. Instruction that builds student competencies in academic areas so they can transfer these skills to daily living. Implementing competency-based education and reporting student learning through the use of proficiency scales.
2. Building social emotional strength in all of our students so that they may succeed in all that they do. This work focuses on student self-regulation and each student recognizing the impact of their emotions.

Partnerships

The **Partnership Advisory Council (PAC)** is a study group that serves the School Board in a consultative capacity. PAC provides a representative voice to parents, staff and community on educational issues or ideas the Board seeks to better understand. PAC is currently studying the benefits of offering public universal preschool as part of our community school.

EKES **Parent Teacher Organization (PTO)** coordinates a great many events at the school. They encourage the ongoing participation of room parents who support teaching and learning around the building. Second, they support annual activities and events such as the Welcome Back to School Picnic, After-School Enrichment Programming, Book Fairs, Thanksgiving Feast, Senior Luncheon, Teacher Appreciation Celebrations, and the Dancing and Bowling events for families. This year they added a Chili Cook-off to the community events. Last, and not least, they organize fundraisers to support many of the aforementioned activities, and to tackle major school improvement projects. You can learn more about EKES PTO here: <http://eks.sau16.org/index.php/pto> or on FaceBook.

Final word

We welcomed new SAU 16 Superintendent David Ryan to the district this year and have already benefited from his expertise and passion as we focus on putting students first. We are glad he is here.

I feel fortunate to be serving in my third year in the Principalship of EKES. I am appreciative of the warmth and support of the community. I look forward to everyday and the smiles of our children.

Want to learn more about EKES?

Check out our web page at: <https://sites.google.com/sau16.org/east-kingston-elementary>

and follow us on twitter - Kingfisher@EKESCommunity.

Thank you for your continued support of children in our community.

Respectfully Submitted,

Steven Tullar, Principal

**TOTAL ENROLLMENT
Grades K through 5**

	K	1	2	3	4	5	Total
2018-2019	17	23	26	23	19	26	134
2017-2018	22	29	21	19	27	27	144
2016-2017	31	22	20	27	29	27	156
2015-2016	20	17	24	25	25	33	144
2014-2015	19	20	25	22	34	27	147
2013-2014	21	28	21	36	27	37	170
2012-2013	26	21	39	24	36	36	182
2011-2012	18	38	27	37	34	43	197

2018-2019 ELEMENTARY SCHOOL STAFF

Kindergarten	Mrs. Marne Dohrmann
Kindergarten	Mrs. Kaitlin Groshon
Grade 1/2	Mrs. Katie-Jean Young
Grade 1	Mrs. Sarah Oppenheimer
Grade 2	Mr. Matt Stevens
Grade 3/4	Mrs. Debra Simmons
Grade 3/4	Mrs. Lynne Walker
Grade 3/4	Mrs. Amanda Ward
Grade 5	Ms. Cheryl Titone
Grade 5	Mrs. Carol Miller
Special Education Teacher/Coordinator	Mrs. JoAnne Phillips
Special Education Teacher	Mrs. Colleen Lukach
Music	Ms. Katherine Walden
Art	Mrs. Alysha Bastille
Physical Education & Technology Teacher	Mr. Christopher Benson
Library Media Specialist	Mrs. Melissa Foy
School Nurse	Mrs. Rebecca Fournier
Speech Pathologist	Mrs. Jane Edmiston
Occupational Therapist	Ms. Heidi McBain
School Counselor	Mrs. Kristin Woodworth
Literacy Tutor	Mrs. Sharon Norman
Mathematics Tutor	Mrs. Kimberly Kemp
Special Ed. Paraprofessionals	Mrs. Jodi Day
	Mrs. Kasandra Paton
	Mrs. Jodi Guilmette

2018-2019 ELEMENTARY SCHOOL STAFF (cont.)

Special Ed. Paraprofessionals	Mrs. Barbara Hauck
	Mrs. Samantha Gelineau
	Mrs. Morna Nigrello
	Mrs. Erin Pettinato
	Mrs. Kimberly Kemp
School Psychologist	Ms. Trish Merrill
Maintenance Director	Mr. Wayne Mizzi
Evening Custodian	Mr. Michael Benjamin
Food Service Manager	Ms. CJ Murray
Administrative Assistant	Mrs. Karen Hoffmaster
Special Ed. Admin Assistant	Mrs. Dawn Ebbetts
Receptionist/Food Service Assistant	Ms. Mary George
Principal	Mr. Steven Tullar

East Kingston School District Special Education Programs

Previous Two Fiscal Years Per RSA 32:11-a

<u>SPECIAL EDUCATION EXPENSES</u>	2016-2017	2017-2018
1210 Special Programs	344,033	337,372
1430 Summer School	0	0
2140 Psychological Services	15,932	15,473
2139 Vision Services	0	0
2150 Speech and Audiology	57,183	60,762
2159 Speech - Summer School	0	0
2160 Physical/Occupational Therapy	19,565	17,034
2722 Special Transportation	3,992	8,475
2729 Summer School Transportation	0	0
Total Expenses	440,705	439,116
<u>SPECIAL EDUCATION REVENUE</u>		
1950 Services to other LEAs	0	0
3110 Special Ed. Portion Adequacy Funds	36,401	35,953
3110 Foundation Aid	0	0
3111 Catastrophic Aid	0	0
3190 Medicaid	<u>16,573</u>	<u>20,034</u>
Total Revenues	52,974	55,987
<u>ACTUAL DISTRICT COST FOR SPECIAL EDUCATION</u>	387,731	383,129

East Kingston School District Deliberative Session

Tuesday, February 6, 2018

Present: David McBride, EKES School Board Chair
Melissa Lyons, EKES School Board
Jen Ranz, EKES School Board
Frank Markiewicz, SAU 16 Business Administrator
Kasie Paton, School Board Secretary, School District Clerk
Kerri Marshall, Town Moderator
East Kingston Residents

Ms. Marshall opened the session at 6:30 p.m.

After board introductions, Mr. McBride began by acknowledging the passing of SAU 16 Superintendent Mr. Michael Morgan and Administrator Mr. Paul Flynn. Mr. McBride explained that a Superintendent search has been reopened as a desired candidate was not found after the first search this winter. He then informed the audience that one of the focuses this past year was on the safety and security of the staff and students at EKES. He briefly spoke of the vestibule project and other safety measures that were added to the building. He then presented the budget, highlighting items within the budget that were large increases or decreases. Mr. Bob Nigrello, Mr. Rom Morales and board members engaged in a brief discussion on current and past student enrollment at EKES. Projected enrollment for 2018-2019 is 135, with highest enrollment being approximately 205 a few years ago. Mr. Morales asked if staff has decreased as well. Mr. McBride responded that one position has been cut from the 2018-2019 budget. Mr. Morales then had a question regarding the use of the Building Capital Reserve Fund. Mr. McBride encouraged Mr. Morales to attend a regular school board meeting to discuss this topic.

Ms. Ranz read Warrant Article #1. East Kingston Operating Budget.

1. Shall the East Kingston School District raise and appropriate as an operating budget, not including appropriations by special warrant articles 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 \$2,972,118? Should this article be defeated, the default budget shall be \$2,947,905, which is the same as last year, with certain adjustments required by previous action of the District 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. (The School Board recommends \$2,972,118 as set forth on said budget.)

After all discussion, Warrant Article 1 shall be placed on the ballot as written.

On a motion made by David McBride and seconded by Melissa Lyons, it was voted to add Warrant Article 1 to the ballot as written.

Ms. Marshall adjourned the meeting at 6:52 p.m.

Respectfully Submitted,

Kasie Paton

EAST KINGSTON SCHOOL DISTRICT WARRANT

To the inhabitants of the School District of the town of East Kingston,
County of Rockingham, State of New Hampshire, qualified to vote on
District affairs:

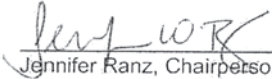
You are hereby notified to meet at the East Kingston Elementary School in
said District on TUESDAY, THE TWELFTH DAY OF MARCH, 2019, at 8:00
AM to 7:00 PM, to act upon the following subjects:

1. To choose one (1) School Board member for the ensuing three (3) years.
2. To choose one (1) School District Treasurer for the ensuing one (1) year.
3. To choose one (1) School District Moderator for the ensuing one (1) year.
4. To choose one (1) School District Clerk for the ensuing one (1) year.

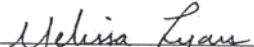
Given under our hands this 10 day of January 2019.

State of New Hampshire
True Copy of Warrant - Attest

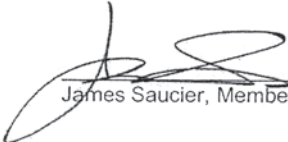
EAST KINGSTON SCHOOL BOARD



Jennifer Ranz, Chairperson



Melissa Lyons, Member



James Saucier, Member



Article 1 Operating Budget

Shall the East Kingston School District raise and appropriate as an operating budget, not including appropriations by special warrant articles 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 \$3,066,203? Should this article be defeated, the default budget shall be \$2,983,581, which is the same as last year, with certain adjustments required by previous action of the District 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. The School Board recommends Approval. (Majority vote required)

Yes

No

Article 2 EFT Special Education

To see if the school district will vote to raise and appropriate the sum of \$20,000 to be added to the Special Education Expendable Trust Fund previously established. This sum to come from June 30 fund balance available for transfer on July 1. No amount to be raised from taxation. The School Board Recommends Approval. (Majority vote required)

Yes

No

w



Proposed Budget

East Kingston Local School

Appropriations and Estimates of Revenue for the Fiscal Year from:
July 1, 2019 to June 30, 2020

Form Due Date: **20 Days after the Annual Meeting**

This form was posted with the warrant on: _____

SCHOOL BOARD CERTIFICATION

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

Name	Position	Signature
Jennifer Kern	Chair	
Melissa Lyons	member	
James Sawier	Member	

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

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



Appropriations

Account	Purpose	Article	Expenditures for period ending 6/30/2018	Appropriations for period ending 6/30/2019	Appropriations for period ending 6/30/2020 (Recommended)	Appropriations for period ending 6/30/2020 (Not Recommended)
Instruction						
1100-1199	Regular Programs	1	\$956,990	\$985,623	\$1,037,102	\$0
1200-1299	Special Programs	1	\$337,372	\$328,388	\$325,608	\$0
1300-1399	Vocational Programs		\$0	\$0	\$0	\$0
1400-1499	Other Programs	1	\$4,520	\$9,740	\$16,200	\$0
1500-1599	Non-Public Programs	1	\$0	\$0	\$0	\$0
1600-1699	Adult/Continuing Education Programs	1	\$0	\$0	\$0	\$0
1700-1799	Community/Junior College Education Programs		\$0	\$0	\$0	\$0
1800-1899	Community Service Programs		\$0	\$0	\$0	\$0
Instruction Subtotal			\$1,298,882	\$1,323,751	\$1,378,910	\$0
Support Services						
2000-2199	Student Support Services	1	\$172,511	\$205,990	\$230,131	\$0
2200-2299	Instructional Staff Services	1	\$93,391	\$131,829	\$110,711	\$0
Support Services Subtotal			\$265,902	\$337,819	\$340,842	\$0
General Administration						
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0
2310 (840)	School Board Contingency		\$0	\$0	\$0	\$0
2310-2319	Other School Board	1	\$13,821	\$16,900	\$14,298	\$0
General Administration Subtotal			\$13,821	\$16,900	\$14,298	\$0
Executive Administration						
2320 (310)	SAU Management Services	1	\$55,376	\$56,118	\$54,421	\$0
2320-2399	All Other Administration		\$0	\$0	\$0	\$0
2400-2499	School Administration Service	1	\$191,866	\$193,678	\$191,425	\$0
2500-2599	Business		\$0	\$0	\$0	\$0
2600-2699	Plant Operations and Maintenance	1	\$222,560	\$186,469	\$185,134	\$0
2700-2799	Student Transportation	1	\$0	\$106,824	\$116,800	\$0
2800-2899	Support Service, Central and Other	1	\$665,532	\$733,559	\$767,373	\$0
Executive Administration Subtotal			\$1,135,334	\$1,276,648	\$1,315,153	\$0
Non-Instructional Services						
3100	Food Service Operations	1	\$48,094	\$17,000	\$17,000	\$0
3200	Enterprise Operations		\$0	\$0	\$0	\$0
Non-Instructional Services Subtotal			\$48,094	\$17,000	\$17,000	\$0



Appropriations

Account	Purpose	Article	Expenditures for period ending 6/30/2018	Appropriations for period ending 6/30/2019	Appropriations for period ending 6/30/2020 (Recommended)	Appropriations for period ending 6/30/2020 (Not Recommended)
Facilities Acquisition and Construction						
4100	Site Acquisition		\$0	\$0	\$0	\$0
4200	Site Improvement		\$0	\$0	\$0	\$0
4300	Architectural/Engineering		\$0	\$0	\$0	\$0
4400	Educational Specification Development		\$0	\$0	\$0	\$0
4500	Building Acquisition/Construction		\$0	\$0	\$0	\$0
4600	Building Improvement Services		\$0	\$0	\$0	\$0
4900	Other Facilities Acquisition and Construction		\$0	\$0	\$0	\$0
Facilities Acquisition and Construction Subtotal			\$0	\$0	\$0	\$0
Other Outlays						
5110	Debt Service - Principal		\$0	\$0	\$0	\$0
5120	Debt Service - Interest		\$0	\$0	\$0	\$0
Other Outlays Subtotal			\$0	\$0	\$0	\$0
Fund Transfers						
5220-5221	To Food Service		\$0	\$0	\$0	\$0
5222-5229	To Other Special Revenue		\$0	\$0	\$0	\$0
5230-5239	To Capital Projects		\$0	\$0	\$0	\$0
5254	To Agency Funds		\$0	\$0	\$0	\$0
5310	To Charter Schools		\$0	\$0	\$0	\$0
5390	To Other Agencies		\$0	\$0	\$0	\$0
9990	Supplemental Appropriation		\$0	\$0	\$0	\$0
9992	Deficit Appropriation		\$0	\$0	\$0	\$0
Fund Transfers Subtotal			\$0	\$0	\$0	\$0
Total Operating Budget Appropriations					\$3,066,203	\$0



Special Warrant Articles

Account	Purpose	Article	Appropriations for period ending 6/30/2020 (Recommended)	Appropriations for period ending 6/30/2020 (Not Recommended)
5252	To Expendable Trusts/Fiduciary Funds	2	\$20,000	\$0
<i>Purpose: EFT Special Education</i>				
5251	To Capital Reserve Fund		\$0	\$0
5252	To Expendable Trust Fund		\$0	\$0
5253	To Non-Expendable Trust Fund		\$0	\$0
Total Proposed Special Articles			\$20,000	\$0



New Hampshire
Department of
Revenue Administration

2019
MS-26

Individual Warrant Articles

Account	Purpose	Article	Appropriations for	Appropriations for
			period ending	period ending
			6/30/2020	6/30/2020
			(Recommended)	(Not Recommended)
Total Proposed Individual Articles			\$0	\$0



Revenues

Account	Source	Article	Actual Revenues for Period ending 6/30/2018	Revised Estimated Revenues for Period ending 6/30/2019	Estimated Revenues for Period ending 6/30/2020
Local Sources					
1300-1349	Tuition		\$0	\$0	\$0
1400-1449	Transportation Fees		\$0	\$0	\$0
1500-1599	Earnings on Investments	1	\$361	\$500	\$500
1600-1699	Food Service Sales	1	\$42,777	\$14,000	\$58,000
1700-1799	Student Activities		\$0	\$0	\$0
1800-1899	Community Services Activities		\$0	\$0	\$0
1900-1999	Other Local Sources	1	\$6,206	\$1,000	\$1,000
Local Sources Subtotal			\$49,344	\$15,500	\$59,500
State Sources					
3210	School Building Aid		\$0	\$0	\$0
3215	Kindergarten Building Aid		\$0	\$0	\$0
3220	Kindergarten Aid	1	\$0	\$23,354	\$24,000
3230	Special Education Aid		\$0	\$0	\$0
3240-3249	Vocational Aid		\$0	\$0	\$0
3250	Adult Education		\$0	\$0	\$0
3260	Child Nutrition	1	\$878	\$1,000	\$1,000
3270	Driver Education		\$0	\$0	\$0
3290-3299	Other State Sources		\$0	\$0	\$0
State Sources Subtotal			\$878	\$24,354	\$25,000
Federal Sources					
4100-4539	Federal Program Grants		\$0	\$0	\$0
4540	Vocational Education		\$0	\$0	\$0
4550	Adult Education		\$0	\$0	\$0
4560	Child Nutrition	1	\$5,312	\$2,000	\$2,000
4570	Disabilities Programs		\$0	\$0	\$0
4580	Medicaid Distribution	1	\$20,034	\$20,000	\$20,000
4590-4999	Other Federal Sources (non-4810)		\$0	\$0	\$0
4810	Federal Forest Reserve		\$0	\$0	\$0
Federal Sources Subtotal			\$25,346	\$22,000	\$22,000



Revenues

Account	Source	Article	Actual Revenues for Period ending 6/30/2018	Revised Estimated Revenues for Period ending 6/30/2019	Estimated Revenues for Period ending 6/30/2020
Other Financing Sources					
5110-5139	Sale of Bonds or Notes		\$0	\$0	\$0
5140	Reimbursement Anticipation Notes		\$0	\$0	\$0
5221	Transfers from Food Service Special Revenues Fund		\$0	\$0	\$0
5222	Transfer from Other Special Revenue Funds		\$0	\$0	\$0
5230	Transfer from Capital Project Funds		\$0	\$0	\$0
5251	Transfer from Capital Reserve Funds		\$0	\$0	\$0
5252	Transfer from Expendable Trust Funds		\$0	\$0	\$0
5253	Transfer from Non-Expendable Trust Funds		\$0	\$0	\$0
5300-5699	Other Financing Sources		\$0	\$0	\$0
9997	Supplemental Appropriation (Contra)		\$0	\$0	\$0
9998	Amount Voted from Fund Balance	2	\$0	\$0	\$20,000
9999	Fund Balance to Reduce Taxes		\$0	\$0	\$0
Other Financing Sources Subtotal			\$0	\$0	\$20,000
Total Estimated Revenues and Credits			\$75,568	\$61,854	\$126,500



Budget Summary

Item	Period ending 6/30/2019	Period ending 6/30/2020
Operating Budget Appropriations		\$3,066,203
Special Warrant Articles	\$0	\$20,000
Individual Warrant Articles	\$0	\$0
Total Appropriations	\$0	\$3,086,203
Less Amount of Estimated Revenues & Credits	\$0	\$126,500
Less Amount of State Education Tax/Grant	\$0	\$510,047
Estimated Amount of Taxes to be Raised	\$0	\$2,449,656



Default Budget of the School District

East Kingston Local School

For the period beginning July 1, 2019 and ending June 30, 2020

RSA 40:13, IX (b) "Default budget" as used in this subdivision means the amount of the same appropriations as contained in the operating budget authorized for the previous year, reduced and increased, as the case may be, by debt service, contracts, and other obligations previously incurred or mandated by law, and reduced by one-time expenditures contained in the operating budget. For the purposes of this paragraph, one-time expenditures shall be appropriations not likely to recur in the succeeding budget, as determined by the governing body, unless the provisions of RSA 40:14-b are adopted, of the local political subdivision.

This form was posted with the warrant on: _____

SCHOOL BOARD OR BUDGET COMMITTEE CERTIFICATION

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

Name	Position	Signature
Jennifer Kane	Chair	Jennifer Kane
Melissa Lyons	Member	Melissa Lyons
James Sawcier	Member	James Sawcier

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

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



Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Instruction					
1100-1199	Regular Programs	\$985,623	\$35,940	(\$700)	\$1,020,863
1200-1299	Special Programs	\$328,388	\$7,417	(\$3,500)	\$332,305
1300-1399	Vocational Programs	\$0	\$0	\$0	\$0
1400-1499	Other Programs	\$9,740	\$0	\$0	\$9,740
1500-1599	Non-Public Programs	\$0	\$0	\$0	\$0
1600-1699	Adult/Continuing Education Programs	\$0	\$0	\$0	\$0
1700-1799	Community/Junior College Education Programs	\$0	\$0	\$0	\$0
1800-1899	Community Service Programs	\$0	\$0	\$0	\$0
Instruction Subtotal		\$1,323,751	\$43,357	(\$4,200)	\$1,362,908
Support Services					
2000-2199	Student Support Services	\$205,990	\$4,832	(\$400)	\$210,422
2200-2299	Instructional Staff Services	\$131,829	\$2,141	(\$25,770)	\$108,200
Support Services Subtotal		\$337,819	\$6,973	(\$26,170)	\$318,622
General Administration					
0000-0000	Collective Bargaining	\$0	\$0	\$0	\$0
2310 (840)	School Board Contingency	\$0	\$0	\$0	\$0
2310-2319	Other School Board	\$16,900	\$0	\$0	\$16,900
General Administration Subtotal		\$16,900	\$0	\$0	\$16,900
Executive Administration					
2320 (310)	SAU Management Services	\$56,118	\$0	(\$1,697)	\$54,421
2320-2399	All Other Administration	\$0	\$0	\$0	\$0
2400-2499	School Administration Service	\$193,678	\$0	(\$1,000)	\$192,678
2500-2599	Business	\$0	\$0	\$0	\$0
2600-2699	Plant Operations and Maintenance	\$186,469	\$0	(\$5,800)	\$180,669
2700-2799	Student Transportation	\$106,824	\$0	\$0	\$106,824
2800-2999	Support Service, Central and Other	\$733,559	\$0	\$0	\$733,559
Executive Administration Subtotal		\$1,276,648	\$0	(\$8,497)	\$1,268,151
Non-Instructional Services					
3100	Food Service Operations	\$17,000	\$0	\$0	\$17,000
3200	Enterprise Operations	\$0	\$0	\$0	\$0
Non-Instructional Services Subtotal		\$17,000	\$0	\$0	\$17,000



Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Facilities Acquisition and Construction					
4100	Site Acquisition	\$0	\$0	\$0	\$0
4200	Site Improvement	\$0	\$0	\$0	\$0
4300	Architectural/Engineering	\$0	\$0	\$0	\$0
4400	Educational Specification Development	\$0	\$0	\$0	\$0
4500	Building Acquisition/Construction	\$0	\$0	\$0	\$0
4600	Building Improvement Services	\$0	\$0	\$0	\$0
4900	Other Facilities Acquisition and Construction	\$0	\$0	\$0	\$0
Facilities Acquisition and Construction Subtotal		\$0	\$0	\$0	\$0
Other Outlays					
5110	Debt Service - Principal	\$0	\$0	\$0	\$0
5120	Debt Service - Interest	\$0	\$0	\$0	\$0
Other Outlays Subtotal		\$0	\$0	\$0	\$0
Fund Transfers					
5220-5221	To Food Service	\$0	\$0	\$0	\$0
5222-5229	To Other Special Revenue	\$0	\$0	\$0	\$0
5230-5239	To Capital Projects	\$0	\$0	\$0	\$0
5251	To Capital Reserve Fund	\$0	\$0	\$0	\$0
5252	To Expendable Trusts/Fiduciary Funds	\$0	\$0	\$0	\$0
5253	To Non-Expendable Trust Funds	\$0	\$0	\$0	\$0
5254	To Agency Funds	\$0	\$0	\$0	\$0
5310	To Charter Schools	\$0	\$0	\$0	\$0
5390	To Other Agencies	\$0	\$0	\$0	\$0
9990	Supplemental Appropriation	\$0	\$0	\$0	\$0
9992	Deficit Appropriation	\$0	\$0	\$0	\$0
Fund Transfers Subtotal		\$0	\$0	\$0	\$0
Total Operating Budget Appropriations		\$2,972,118	\$50,330	(\$38,867)	\$2,983,581



Reasons for Reductions/Increases & One-Time Appropriations

Account	Explanation
1600-1699	CBA Salary adjustments and one-time purchases
2200-2299	CBA Salary adjustments and one-time purchases
2600-2699	One-time purchases
1100-1199	CBA Salary adjustments and one-time purchases
2320 (310)	Contractual adjustment
2400-2499	One-Time purchase
1200-1299	CBA Salary adjustments and one-time purchases
2000-2199	CBA Salary adjustments and one-time purchases

THE EXETER REGION

COOPERATIVE

SCHOOL DISTRICT

ANNUAL REPORT

For the Year Ending June 30, 2018
For the Proposed 2019-2020 budget

EXETER REGION COOPERATIVE SCHOOL DISTRICT

SUPERINTENDENT'S OFFICE

David Ryan, Ed.D.
Superintendent of Schools
(603) 775-8653
dryan@sau16.org

Esther T. Asbell
Associate Superintendent of Schools
(603) 775-8655
easbell@sau16.org

Christopher M. Andriski, Ed.S.
Assistant Superintendent of Schools
(603) 775-8679
candriski@sau16.org

Thomas Campbell, Ed.D.
Assistant Superintendent of Schools
(603) 775-8664
tcampbell@sau16.org

Helen M. Rist
Special Education Administrator
(603) 775-8646
hrist@sau16.org

Frank E. Markiewicz
Business Administrator
(603) 775-8671
fmarkiewicz@sau16.org

EXETER REGION COOPERATIVE SCHOOL DISTRICT

BOARD MEMBERS AND DISTRICT OFFICERS

Chair of the School Board: Helen Joyce

NAME	TERM EXPIRES	TOWN
Maggie Bishop	2021	Exeter
Paul Bauer	2021	Newfields
Bob Hall	2019	Kensington
Deborah Hobson	2020	East Kingston
Helen Joyce	2021	Stratham
Melissa Litchfield	2019	Brentwood
Kimberly Meyer	2019	Exeter
David Slifka	2020	Exeter
Travis Thompson	2020	Stratham

School District Website: www.sau16.org

Moderator: Kate Miller - 2019

School District Clerk: Susan EH Bendroth - 2019

School District Treasurer: Michael Schwotzer - 2019

BUDGET ADVISORY COMMITTEE MEMBERS

Chair of the Budget Advisory Committee: David Pendell

NAME	TERM EXPIRES	TOWN
Deborah Bronson	2021	Stratham
Lucy Cushman	2019	Stratham
Rob Delorie	2019	Exeter
Jenny Leonard	2020	Kensington
George Marquis	2020	Brentwood
Roy Morrisette	2020	Exeter
Lovey Oliff	2021	Exeter
David Pendell	2021	East Kingston
Todd Wynn	2019	Newfields



Exeter Region Cooperative School District

The inhabitants of the Exeter Region Cooperative School District in the County of Rockingham in the state of New Hampshire qualified to vote in Exeter Region Cooperative School District affairs are hereby notified that the two phases of the Annual Regional School District Meeting will be held as follows:

First Session of Annual Meeting (Deliberative Session):

Date: Thursday, February 7, 2019
Time: 7:00 PM
Location: Exeter High School Auditorium
Details: 1 Blue Hawk Drive, Exeter, NH 03833

Second Session of Annual Meeting (Official Ballot Voting)

Date: Tuesday, March 12, 2019
Time: Various
Location: Various
Details: Voting in the Towns of Brentwood, East Kingston, Exeter, Kensington, Newfields, and Stratham

GOVERNING BODY CERTIFICATION

We certify and attest that on or before January 1, 2019, a true and attested copy of this document was posted at the place of meeting and at SAU 16, Brentwood, East Kingston, Exeter, Kensington, Newfields, and Stratham Town Offices and that an original was delivered to the Clerk.

Name	Position
Helen Joyce	Chair
Travis Thompson	Vice-Chair
Melissa Litchfield	School Board Member
Deb Hobson	School Board Member
Maggie Bishop	School Board Member
Kimberly Meyer	School Board Member
David Slifka	School Board Member
Paul J. Bauer	School Board Member
<i>[Handwritten Signature]</i>	School Board Member

Signature
[Handwritten Signature]
[Handwritten Signature]
[Handwritten Signature]
[Handwritten Signature]
[Handwritten Signature]
[Handwritten Signature]



Article 01 20 Year Bond for CMS Addition and Renovation

Shall the District raise and appropriate the sum of \$17,800,000 for the purpose of renovations and additions to the Cooperative Middle School in order to accommodate for changes in programs and expanding needs of the school; \$17,800,000 of such sum to be raised through the issuance of bonds or notes under and in compliance with the Municipal Finance Act, RSA 33:1 et seq., as amended; to authorize the School Board to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project and to comply with all laws applicable to said project; to authorize the School Board to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the School Board to take any other action or to pass any other vote relative thereto; and further, raise and appropriate an additional \$425,222 to meet the necessary financial obligations associated with the project's debt service for the 2019-2020 fiscal year.

The School Board and the Budget Advisory Committee both recommend the adoption of this article. (3/5 ballot vote required for passage)

Yes No

Article 02 ERCSD Operating Budget

Shall the District raise and appropriate as an operating budget, not including appropriations by special warrant articles 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 \$60,342,073? Should this article be defeated, the operating budget shall be \$59,852,502 which is the same as last year, with certain adjustments required by previous action of the District 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. The School Board and Budget Advisory Committee both recommend \$60,342,073 as set forth on said budget. (Majority vote required)

Yes No

Article 03 CRF for Synthetic Turf Replacement

To see if the school district will vote to raise and appropriate the sum of up to \$50,000 to be added to the Synthetic Turf Replacement Capital Reserve Fund previously established under the provisions of RSA 35:1 for replacement of the synthetic turf field located at Exeter High School. This sum to come from the June 30 undesignated fund balance available for transfer on July 1. No amount to be raised from taxation. The School Board and the Budget Advisory Committee both recommend this appropriation. (Majority vote required)

Yes No

SECOND SESSION: At the polling places designated below on **Tuesday, March 12, 2019**, to choose the following School District Officers:

School District Board Member (Brentwood)	3-year Term Expiring 2022
School District Board Member (Exeter)	3-year Term Expiring 2022
School District Board Member (Kensington)	3-year Term Expiring 2022
School District Moderator	3-year Term Expiring 2020
Budget Committee Member (Exeter)	3-year Term Expiring 2022
Budget Committee Member (Newfields)	3-year Term Expiring 2022
Budget Committee Member (Stratham)	3-year Term Expiring 2022

and vote on the articles list as 1, 2, and 3, as those articles may be amended at the First Session; by ballot, the polls to be open at the polling places at the hours designated below:

VOTERS IN TOWN OF	POLLING PLACE	POLLING HOURS
Brentwood	Brentwood Recreation Center	8:00 AM to 7:00 PM
East Kingston	East Kingston Elementary School	8:00 AM to 7:00 PM
Exeter	Talbot Gym Tuck Learning Campus	7:00 AM to 8:00 PM
Kensington	Kensington Town Hall	8:00 AM to 7:00 PM
Newfields	Newfields Town Hall	8:00 AM to 7:00 PM
Stratham	Stratham Municipal Center	8:00 AM to 7:00 PM



Proposed Budget Exeter COOP

Appropriations and Estimates of Revenue for the Fiscal
Year from: July 1, 2019 to June 30, 2020
Form Due Date: 20 days after meeting

This form was posted with the warrant on: _____

SCHOOL BOARD 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.

School Board Members	
Printed Name	Signature
Alexis Joyce	
Travis Thompson	
Paul Baver	
Deborah L. Hibson	
DAVID SLIPKA	
Robert L Hall	
MAGGIE Bishop	
Kimberly Meyer	

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



Appropriations

Account	Purpose	Article	Expenditures for period ending 6/30/2018	Appropriations for period ending 6/30/2019	Appropriations for period ending 6/30/2020 (Recommended)	Appropriations for period ending 6/30/2020 (Not Recommended)
Instruction						
1100-1199	Regular Programs	02	\$14,410,900	\$15,383,768	\$15,807,127	\$0
1200-1299	Special Programs	02	\$6,231,523	\$7,736,209	\$7,796,785	\$0
1300-1399	Vocational Programs	02	\$1,808,020	\$1,885,417	\$1,962,239	\$0
1400-1499	Other Programs	02	\$837,745	\$818,389	\$834,062	\$0
1500-1599	Non-Public Programs	02	\$0	\$0	\$0	\$0
1600-1699	Adult/Continuing Education Programs	02	\$135,833	\$160,181	\$163,113	\$0
1700-1799	Community/Junior College Education Programs		\$0	\$0	\$0	\$0
1800-1899	Community Service Programs		\$0	\$0	\$0	\$0
	Instruction Subtotal		\$23,424,021	\$25,983,964	\$26,563,326	\$0
Support Services						
2000-2199	Student Support Services	02	\$2,861,193	\$2,977,813	\$3,164,673	\$0
2200-2299	Instructional Staff Services	02	\$1,443,601	\$1,910,799	\$1,982,668	\$0
	Support Services Subtotal		\$4,304,794	\$4,888,612	\$5,127,341	\$0
General Administration						
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0
2310 (840)	School Board Contingency		\$0	\$0	\$0	\$0
2310-2319	Other School Board	02	\$99,037	\$95,100	\$76,100	\$0
	General Administration Subtotal		\$99,037	\$95,100	\$76,100	\$0
Executive Administration						
2320 (310)	SAU Management Services	02	\$1,119,523	\$1,215,949	\$1,112,691	\$0
2320-2399	All Other Administration	02	\$0	\$0	\$53,249	\$0
2400-2499	School Administration Service	02	\$1,596,717	\$1,737,306	\$1,792,029	\$0
2500-2599	Business		\$0	\$0	\$0	\$0
2600-2699	Plant Operations and Maintenance	02	\$4,011,518	\$4,911,079	\$4,795,693	\$0
2700-2799	Student Transportation	02	\$2,051,049	\$2,180,711	\$2,394,912	\$0
2800-2999	Support Service, Central and Other	02	\$12,084,436	\$12,745,905	\$13,061,873	\$0
	Executive Administration Subtotal		\$20,863,243	\$22,790,950	\$23,210,447	\$0
Non-Instructional Services						
3100	Food Service Operations	02	\$1,044,024	\$1,100,000	\$1,100,000	\$0
3200	Enterprise Operations	02	\$818,510	\$818,510	\$818,500	\$0
	Non-Instructional Services Subtotal		\$1,862,534	\$1,918,510	\$1,918,500	\$0



Appropriations

Account	Purpose	Article	Expenditures for period ending 6/30/2018	Appropriations for period ending 6/30/2019	Appropriations for period ending 6/30/2020 (Recommended)	Appropriations for period ending 6/30/2020 (Not Recommended)
Facilities Acquisition and Construction						
4100	Site Acquisition		\$0	\$0	\$0	\$0
4200	Site Improvement		\$0	\$0	\$0	\$0
4300	Architectural/Engineering		\$0	\$0	\$0	\$0
4400	Educational Specification Development		\$0	\$0	\$0	\$0
4500	Building Acquisition/Construction		\$0	\$0	\$0	\$0
4600	Building Improvement Services		\$0	\$0	\$0	\$0
4900	Other Facilities Acquisition and Construction		\$0	\$0	\$0	\$0
Facilities Acquisition and Construction Subtotal			\$0	\$0	\$0	\$0
Other Outlays						
5110	Debt Service - Principal	02	\$1,595,740	\$1,647,785	\$1,574,146	\$0
5120	Debt Service - Interest	02	\$1,592,213	\$1,451,303	\$1,592,213	\$0
Other Outlays Subtotal			\$3,187,953	\$3,099,088	\$3,166,359	\$0
Fund Transfers						
5220-5221	To Food Service		\$0	\$0	\$0	\$0
5222-5229	To Other Special Revenue		\$0	\$0	\$0	\$0
5230-5239	To Capital Projects		\$0	\$0	\$0	\$0
5254	To Agency Funds		\$0	\$0	\$0	\$0
5310	To Charter Schools	02	\$280,000	\$280,000	\$280,000	\$0
5390	To Other Agencies		\$0	\$0	\$0	\$0
9990	Supplemental Appropriation		\$0	\$0	\$0	\$0
9992	Deficit Appropriation		\$0	\$0	\$0	\$0
Fund Transfers Subtotal			\$280,000	\$280,000	\$280,000	\$0
Total Operating Budget Appropriations					\$60,342,073	\$0



Special Warrant Articles

Account	Purpose	Article	Appropriations for	
			period ending 6/30/2020 (Recommended)	period ending 6/30/2020 (Not Recommended)
4500	Building Acquisition/Construction	01	\$17,800,000	\$0
	<i>Purpose: 20 Year Bond for CMS Addition and Renovation</i>			
5120	Debt Service - Interest	01	\$425,222	\$0
	<i>Purpose: 20 Year Bond for CMS Addition and Renovation</i>			
5251	To Capital Reserve Fund	03	\$50,000	\$0
	<i>Purpose: CRF for Synthetic Turf Replacement</i>			
5251	To Capital Reserve Fund		\$0	\$0
5252	To Expendable Trust Fund		\$0	\$0
5253	To Non-Expendable Trust Fund		\$0	\$0
Total Proposed Special Articles			\$18,275,222	\$0



New Hampshire
Department of
Revenue Administration

2019
MS-26

Individual Warrant Articles

Account	Purpose	Article	Appropriations for	
			period ending 6/30/2020 (Recommended)	period ending 6/30/2020 (Not Recommended)
Total Proposed Individual Articles			\$0	\$0



Revenues

Account	Source	Article	Actual Revenues for Period ending 6/30/2018	Revised Estimated Revenues for Period ending 6/30/2019	Estimated Revenues for Period ending 6/30/2020
Local Sources					
1300-1349	Tuition	02	\$1,215,104	\$900,000	\$1,000,000
1400-1449	Transportation Fees		\$0	\$0	\$0
1500-1599	Earnings on Investments	02	\$11,587	\$10,500	\$10,500
1600-1699	Food Service Sales	02	\$1,080,567	\$910,000	\$910,000
1700-1799	Student Activities		\$0	\$0	\$0
1800-1899	Community Services Activities		\$0	\$0	\$0
1900-1999	Other Local Sources	02	\$203,968	\$275,000	\$275,000
Local Sources Subtotal			\$2,511,226	\$2,095,500	\$2,195,500
State Sources					
3210	School Building Aid	02	\$1,153,052	\$1,109,820	\$1,043,231
3215	Kindergarten Building Aid		\$0	\$0	\$0
3220	Kindergarten Aid		\$0	\$0	\$0
3230	Catastrophic Aid	02	\$406,225	\$380,000	\$400,000
3240-3249	Vocational Aid	02	\$1,176,358	\$1,100,000	\$1,100,000
3250	Adult Education		\$0	\$0	\$0
3260	Child Nutrition	02	\$10,000	\$10,000	\$10,000
3270	Driver Education		\$0	\$0	\$0
3290-3299	Other State Sources		\$0	\$0	\$0
State Sources Subtotal			\$2,745,635	\$2,599,820	\$2,553,231
Federal Sources					
4100-4539	Federal Program Grants	02	\$478,510	\$478,510	\$478,510
4540	Vocational Education		\$0	\$0	\$0
4550	Adult Education	02	\$340,000	\$340,000	\$340,000
4560	Child Nutrition	02	\$180,000	\$180,000	\$180,000
4570	Disabilities Programs		\$0	\$0	\$0
4580	Medicaid Distribution	02	\$390,604	\$350,000	\$350,000
4590-4999	Other Federal Sources (non-4810)		\$0	\$0	\$0
4810	Federal Forest Reserve		\$0	\$0	\$0
Federal Sources Subtotal			\$1,389,114	\$1,348,510	\$1,348,510



Revenues

Account	Source	Article	Actual Revenues for Period ending 6/30/2018	Revised Estimated Revenues for Period ending 6/30/2019	Estimated Revenues for Period ending 6/30/2020
Other Financing Sources					
5110-5139	Sale of Bonds or Notes	01	\$0	\$0	\$17,800,000
5140	Reimbursement Anticipation Notes		\$0	\$0	\$0
5221	Transfers from Food Service Special Revenues Fund		\$0	\$0	\$0
5222	Transfer from Other Special Revenue Funds		\$0	\$0	\$0
5230	Transfer from Capital Project Funds		\$0	\$0	\$0
5251	Transfer from Capital Reserve Funds		\$0	\$0	\$0
5252	Transfer from Expendable Trust Funds		\$0	\$0	\$0
5253	Transfer from Non-Expendable Trust Funds		\$0	\$0	\$0
5300-5699	Other Financing Sources		\$0	\$0	\$0
9997	Supplemental Appropriation (Contra)		\$0	\$0	\$0
9998	Amount Voted from Fund Balance	03	\$0	\$0	\$50,000
9999	Fund Balance to Reduce Taxes	02	\$3,027,612	\$1,500,000	\$1,500,000
Other Financing Sources Subtotal			\$3,027,612	\$1,500,000	\$19,350,000
Total Estimated Revenues and Credits			\$9,673,587	\$7,543,830	\$25,447,241



Budget Summary

Item	Period ending 6/30/2019	Period ending 6/30/2020
Operating Budget Appropriations		\$60,342,073
Special Warrant Articles	\$0	\$18,275,222
Individual Warrant Articles	\$0	\$0
Total Appropriations	\$0	\$78,617,295
Less Amount of Estimated Revenues & Credits	\$0	\$25,447,241
Less Amount of State Education Tax/Grant	\$0	\$12,037,220
Estimated Amount of Taxes to be Raised	\$0	\$41,132,834



Default Budget of the Regional School

Exeter Coop

For the period beginning July 1, 2019 and ending June 30, 2020

RSA 40:13, IX (b) "Default budget" as used in this subdivision means the amount of the same appropriations as contained in the operating budget authorized for the previous year, reduced and increased, as the case may be, by debt service, contracts, and other obligations previously incurred or mandated by law, and reduced by one-time expenditures contained in the operating budget. For the purposes of this paragraph, one-time expenditures shall be appropriations not likely to recur in the succeeding budget, as determined by the governing body, unless the provisions of RSA 40:14-b are adopted, of the local political subdivision.

This form was posted with the warrant on: _____

SCHOOL BOARD OR BUDGET COMMITTEE CERTIFICATION

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

Name	Position	Signature
Kevin Joyce	CHAIR	
Travis Thompson	Vice Chair	
Paul Bauer	Member	
Deborah L. Hibson	Member	
DAVID SUFKA	EXETER MEMBER	
Robert L. Hall	Kensington Member	
Maggie Busby	Exeter	
Kimberly Meyer	Exeter member	

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



New Hampshire
Department of
Revenue Administration

2019
MS-DSB

Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Instruction					
1100-1199	Regular Programs	\$15,383,768	\$1,020,003	(\$53,730)	\$16,350,041
1200-1299	Special Programs	\$7,736,209	(\$106,674)	(\$21,100)	\$7,608,435
1300-1399	Vocational Programs	\$1,885,417	\$31,761	(\$14,000)	\$1,903,178
1400-1499	Other Programs	\$818,380	\$25,451	(\$2,000)	\$841,831
1500-1599	Non-Public Programs	\$0	\$0	\$0	\$0
1600-1699	Adult/Continuing Education Programs	\$160,181	\$0	\$0	\$160,181
1700-1799	Community/Junior College Education Programs	\$0	\$0	\$0	\$0
1800-1899	Community Service Programs	\$0	\$0	\$0	\$0
	Instruction Subtotal	\$25,983,955	\$970,541	(\$90,830)	\$26,863,666
Support Services					
2000-2199	Student Support Services	\$3,043,952	\$198,696	\$0	\$3,242,648
2200-2299	Instructional Staff Services	\$1,930,975	\$43,666	(\$375,337)	\$1,599,304
	Support Services Subtotal	\$4,974,927	\$242,362	(\$375,337)	\$4,841,952
General Administration					
0000-0000	Collective Bargaining	\$0	\$0	\$0	\$0
2310 (840)	School Board Contingency	\$0	\$0	\$0	\$0
2310-2319	Other School Board	\$146,856	\$1,741	(\$500)	\$148,097
	General Administration Subtotal	\$146,856	\$1,741	(\$500)	\$148,097
Executive Administration					
2320 (310)	SAU Management Services	\$1,164,193	\$0	\$0	\$1,164,193
2320-2399	All Other Administration	\$0	\$0	\$0	\$0
2400-2499	School Administration Service	\$1,737,306	\$0	\$0	\$1,737,306
2500-2599	Business	\$0	\$0	\$0	\$0
2600-2699	Plant Operations and Maintenance	\$4,747,759	\$0	(\$19,000)	\$4,728,759
2700-2799	Student Transportation	\$2,257,715	\$0	\$0	\$2,257,715
2800-2999	Support Service, Central and Other	\$12,745,905	\$0	\$0	\$12,745,905
	Executive Administration Subtotal	\$22,652,878	\$0	(\$19,000)	\$22,633,878
Non-Instructional Services					
3100	Food Service Operations	\$1,100,000	\$0	\$0	\$1,100,000
3200	Enterprise Operations	\$818,510	\$0	\$0	\$818,510
	Non-Instructional Services Subtotal	\$1,918,510	\$0	\$0	\$1,918,510



Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Facilities Acquisition and Construction					
4100	Site Acquisition	\$0	\$0	\$0	\$0
4200	Site Improvement	\$0	\$0	\$0	\$0
4300	Architectural/Engineering	\$0	\$0	\$0	\$0
4400	Educational Specification Development	\$0	\$0	\$0	\$0
4500	Building Acquisition/Construction	\$0	\$0	\$0	\$0
4600	Building Improvement Services	\$0	\$0	\$0	\$0
4900	Other Facilities Acquisition and Construction	\$0	\$0	\$0	\$0
	Facilities Acquisition and Construction Subtotal	\$0	\$0	\$0	\$0
Other Outlays					
5110	Debt Service - Principal	\$1,720,740	\$67,995	\$0	\$1,788,735
5120	Debt Service - Interest	\$1,451,303	(\$73,639)	\$0	\$1,377,664
	Other Outlays Subtotal	\$3,172,043	(\$5,644)	\$0	\$3,166,399
Fund Transfers					
5220-5221	To Food Service	\$0	\$0	\$0	\$0
5222-5229	To Other Special Revenue	\$0	\$0	\$0	\$0
5230-5239	To Capital Projects	\$0	\$0	\$0	\$0
5251	To Capital Reserve Fund	\$50,000	\$0	(\$50,000)	\$0
5252	To Expendable Trusts/Fiduciary Funds	\$0	\$0	\$0	\$0
5253	To Non-Expendable Trust Funds	\$0	\$0	\$0	\$0
5254	To Agency Funds	\$0	\$0	\$0	\$0
5310	To Charter Schools	\$280,000	\$0	\$0	\$280,000
5390	To Other Agencies	\$0	\$0	\$0	\$0
9990	Supplemental Appropriation	\$0	\$0	\$0	\$0
9992	Deficit Appropriation	\$0	\$0	\$0	\$0
	Fund Transfers Subtotal	\$330,000	\$0	(\$50,000)	\$280,000
	Total Operating Budget Appropriations	\$59,179,169	\$1,209,000	(\$535,667)	\$59,852,502



Reasons for Reductions/Increases & One-Time Appropriations

Account	Explanation
5120	Contractual
5110	Contractual
2200-2299	CBA Salary and Equipment
1400-1499	CBA Salary Adjustment and Equipment
2310-2319	Equipment, reclassification of Community
1100-1199	CBA Salary Adjustments and Equipment
1200-1299	CBA Salary Adjustments and Equipment
2000-2199	CBA Salary Adjustments and Equipment
1300-1399	CBA Salary Adjustments and Equipment

EXETER REGION COOPERATIVE SCHOOL DISTRICT
SPECIAL EDUCATION
EXPENSES/REVENUES

<u>SPECIAL EDUCATION EXPENSES</u>		<u>2016-2017</u>	<u>2017-2018</u>
1200/1230	Special Programs	5,462,153	5,727,448
1430	Summer School	90,022	98,289
2140	Psychological Services	307,235	317,946
2150	Speech and Audiology	431,580	420,582
2162	Physical Therapy	57,382	66,066
2163	Occupational Therapy	27,063	56,488
2332	Administration Costs	390,901	405,785
2722	Special Transportation	<u>581,374</u>	<u>542,367</u>
	Total Expenses	7,347,711	7,634,972
<u>SPECIAL EDUCATION REVENUE</u>			
3110	Special Ed. Portion Adequacy Funds	795,235	808,217
3240	Catastrophic Aid	390,789	406,225
4580	Medicaid	<u>264,626</u>	<u>390,605</u>
	Total Revenues	1,450,650	1,605,047
<u>ACTUAL DISTRICT COST FOR SPECIAL EDUCATION</u>		<u>5,897,061</u>	<u>6,029,925</u>

Minutes of Exeter Region Cooperative School District
First Session of the 2018 Annual Meeting
Deliberative Session – Thursday, February 8, 2018
Exeter High School Arthur Hanson III Center

ERCSD Board Members Present:

Helen Joyce, Chair – Stratham Travis Thompson, Vice-Chair - Stratham
Maggie Bishop – Exeter Kimberly Meyer – Exeter
David Slifka, Exeter Paul Bauer – Newfields
Bob Hall – Kensington Melissa Litchfield, Brentwood
ERCSD Board Member Absent: Deb Hobson, East Kingston

Administration: Dr. Christine Rath, Interim Superintendent

Frank Markiewicz – Business Administrator for SAU #16

Others: Katherine Miller – ERCSD Moderator

John Teague – Attorney for the School District, Upton and Hatfield

Dave Pendell – Chair of District's Budget Advisory Committee

Susan Bendroth – ERCSD Clerk

Moderator Miller called the meeting to order at 7:05 P.M. The Pledge of Allegiance was said and an explanation of the meeting to discuss, debate and amend the warrant articles as the law allows was stated. Moderator Miller summarized the rules and the procedure for the evening. She introduced the people up front, requested permission for Christine Rath, Frank Markiewicz, Esther Asbell, Helen Rist, John Teague, James Brennan, Harvey Construction, Don Bisson, Architect and Patricia Wons, Principal of Cooperative Middle School to speak if necessary and recognized the budget advisory committee members present.

Helen Joyce recognized Mark Portu for his time serving as the school district treasurer.

Moderator Miller turned to Warrant Article #1:

Warrant Article 01: Bond for CMS addition/renovations

Shall the District raise and appropriate the sum of Twenty-Three Million, Thirty Thousand, Seven Hundred Seventy Six Dollars (\$23,030,776) for the purpose of renovations and additions to the Cooperative Middle School in order to accommodate for changes in programs and expanding needs of the school; Twenty-Three Million, Thirty Thousand, Seven Hundred Seventy Six Dollars (\$23,030,776) of such sum to be raised through the issuance of bonds or notes under and in compliance with the Municipal Finance Act, RSA 33:1 et seq., as amended; to authorize the School Board to apply for, obtain and accept federal, state or other said, if any, which may be available for said project and to comply with all laws applicable to said project, to authorize the School Board to issue, negotiate, sell and deliver said bonds and notes to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the School Board to take any other action or to pass any other vote relative thereto; and further, raise and appropriate an additional Four Hundred Thirty Eight Thousand Seven Hundred Four Dollars (\$438,704) to meet the necessary financial obligations associated with the project's debt service for the 2018-2019 fiscal year.

The School Board and the Budget Advisory Committee both recommend the adoption of this article. (3/5 ballot vote required for passage)

Paul Bauer made a motion to adopt Article 1.

Kimberly Meyer seconded.

Paul Bauer spoke to the article.

Lucy Cushman, Co-Chair of the CMS Building Project, Patty Wons, CMS Principal and Mark Whiting, member of the building committee presented the scope and facts of the project which will include 10 classrooms, expansion of the cafeteria, add a gymnasium, add dedicated music space, additional office space and another elevator. Presently many teachers are on carts, the academic schedule is dictated by the lunch schedule, at times during the day the gymnasium has up to ninety students, the lack of gym facilities limits the amount of after school opportunities that are provided, the present elevator is 898 feet from the drop off area and music classes are adjacent to regular education classes. Tours are being given on Tuesdays and Thursdays at 10:00 AM. Other options were looked at – modular classrooms are only a temporary fix, lack security and eat up valuable parking space and athletic fields, dissolving the Coop, moving the 6th graders to the Tuck Learning Campus or back to their respective towns but the population is steady and this plan meets the programming needs for all the students.

Public input followed with disappointment about coming forward with the same plan as last year, not addressing the issue of not preparing students for high school and the tax impact especially on Brentwood. Other public input spoke in support of the article stating that the article is not asking for more than they need, the increase in taxes is less than a monthly cable bill, a good value by increasing the value of a home and the community, addresses the crowding, scheduling and mental health of the students, gets teachers (world language) off carts and establishes their own space so they do not need to spend time setting up and taking down to travel to another class, it is an investment in our future by maintaining a high quality of education as the children of our community are our future.

Further input from the public inquired why building a second school was not an option. The costs related to building another school were prohibitive with duplication of the facility and staffing.

Adam Wiggin, Kensington, made a motion to strike the wording of the numbers and just leave the numbers in the article so it would read as follows:

Warrant Article 01: Bond for CMS addition/renovations

Shall the District raise and appropriate the sum of \$23,030,776 for the purpose of renovations and additions to the Cooperative Middle School in order to accommodate for changes in programs and expanding needs of the school; \$23,030,776 of such sum to be raised through the issuance of bonds or notes under and in compliance with the Municipal Finance Act, RSA 33:1 et seq., as amended; to authorize the School Board to apply for, obtain and accept federal, state or other said, if any, which may be available for said project and to comply with all laws applicable to said project, to authorize the School Board to issue, negotiate, sell and deliver said bonds and notes to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the School Board to take any other action or to pass any other vote relative thereto: and further, raise and appropriate an additional \$438,704 to meet the necessary financial obligations associated with the project's debt service for the 2018-2019 fiscal year.

The School Board and the Budget Advisory Committee both recommend the adoption of this article. (3/5 ballot vote required for passage)

This motion was seconded and approved.

A motion to restrict reconsideration was presented, seconded and agreed upon.

Warrant Article 02: ERCSD Operating Budget

Shall the District raise and appropriate as an operating budget, not including appropriations by special warrant articles 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 \$58,948,101? Should this article be defeated, the operating budget shall be \$58,337,579 which is the same as last year, with certain adjustments required by previous action of the District 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. The School Board and Budget Advisory Committee both recommend \$58,948,101 as set forth on said budget. (Majority vote required.)

Travis Thompson made a motion to adopt Article 2.

Dave Slifka seconded.

Travis Thompson spoke to the article.

Frank Markiewicz provided a power point presentation highlighting the differences between the proposed budget and default budget.

Public input asked for clarification on those differences and the line item of monies going to the Charter School.

A motion to restrict reconsideration was presented, seconded and agreed upon.

Warrant Article 03: Collective Bargaining Agreement

To see if the school district will vote to approve the cost items included in the collective bargaining agreement reached between the Exeter Region Cooperative School Board and the Exeter Cooperative Paraprofessional Association which calls for the following increases in salaries and benefits at the current staffing level:

Fiscal Year	Estimated Increase
2019	\$181,078
2020	\$118,918
2021	\$117,393
2022	\$119,324

and further to raise and appropriate \$181,078 for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. The School Board and the Budget Advisory Committee both recommend this appropriation. (Majority vote required.)

Helen Joyce made a motion to adopt Article 3.

Bob Hall seconded.

Helen Joyce spoke to the article highlighting the changes and complementing the paraprofessionals for their commitment and dedication to the job.

Questions about range of salary, whether they receive health benefits and retirement came from the public.

The range of salary is \$12.35 to \$17.85; they do receive health benefits but no retirement.

Additional public input spoke in favor of this article furthering outlining the responsibilities of a paraprofessional.

A motion to restrict reconsideration was presented, seconded and agreed upon.

Warrant Article 04: CRF for Synthetic Turf Replacement

To see if the school district will vote to raise and appropriate the sum of up to \$50,000 to be added to the Synthetic Turf Replacement Capital Reserve Fund previously established under the provisions of RSA 35:1 for replacement of the synthetic turf field located at Exeter High School. This sum to come from the June 30 undesignated fund balance available for transfer on July 1. No amount to be raised from taxation. The School Board and the Budget Advisory Committee both recommend this appropriation. (Majority vote required.)

Maggie Bishop made a motion to adopt Article 4.

Melissa Litchfield seconded.

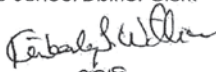
Maggie Bishop spoke to the article stating that the projected amount to replace the synthetic turf is \$350,000.00. This money is planning for the future and presently there is \$101,092.00 in the account.

A motion to restrict reconsideration was presented, seconded and agreed upon.

The meeting was adjourned at 9:10 P.M. with 132 voters present.

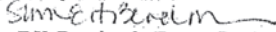
Respectfully submitted,


Susan E.H. Bendroth, Exeter Region Cooperative School District Clerk
February 8, 2018

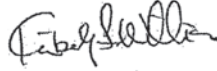

1-24-2019
KIMBERLY F. WILLIAMS
NOTARY PUBLIC
State of New Hampshire
My Commission Expires
September 5, 2023

Article #3: Collective Bargaining Agreement
YES 3,500 NO 1,732
Article #4: CRF for Synthetic Turf Replacement
YES 3,002 NO 2,237

Respectfully Submitted,



Susan E.H. Bendroth, Exeter Region Cooperative School District Clerk
March 14, 2018



1-24-2019

KIMBERLY F. WILLIAMS
NOTARY PUBLIC
State of New Hampshire
My Commission Expires
September 5, 2023



Edward T. Perry, CPA
James A. Sojka, CPA*
Sheryl A. Pratt, CPA***
Michael J. Campo, CPA, MACCY

January 29, 2019

Donna M. LaClair, CPA**
Ashley J. Miller, CPA, MSA
Tyler A. Paine, CPA***
Kyle G. Gingras, CPA
Ryan T. Gibbons, CPA
Derek M. Barron, CPA
Scott T. Eagon, CEE

Members of the School Board
Exeter Region Cooperative School District
30 Linden Street
Exeter, NH 03833

To the Members of the School Board:

This is to advise you that as of January 29, 2019 the audit of the financial statements for the year ending June 30, 2018 has been substantially completed and we are in the process of finalizing the audit. A completed audit report will be sent to you by the end of February 2019.

* Also licensed in Maine
** Also licensed in Massachusetts
*** Also licensed in Vermont

Sincerely,

Michael J. Campo, CPA, MACCY
Director

PLODZIK & SANDERSON, P.A.
Certified Public Accountants

19 • North Main Street • Concord • New Hampshire • 03301-9063 • (603) 225-6996 • www.plodzid.com



Annual Report of SAU 16

For the Year Ending June 30, 2018

For the Proposed 2019-2020 Budget

SAU 16 ANNUAL REPORT FOR THE YEAR ENDING 2018

VISION FOR THE GRADUATE

Each graduate demonstrates engaged learning and citizenship through the ability to solve problems independently and collaboratively with perseverance and resilience, and communicates solutions with confidence and empathy.

Honoring the work and the legacy of those who came before us is an important function of the SAU Office of the Superintendent. After all, it was the scores of students, teachers, staff, and administration that laid the groundwork for the positive direction in which our seven (7) school districts are headed, a direction that has been greatly influenced by the SAU 16 Strategic Plan, now in its second year of execution. Beginning last year, this space will serve as an update for the SAU 16 community on the progress along the strategic plan continuum, and specific attention will be given to those areas that are at an advanced stage. This report will provide broad terms while detail on specific accomplishments and more granular events for each of the seven school districts can be found on their infinitely evolving digital media sources, as well as in past superintendent updates (located on the SAU 16 website).

The SAU is in a very different place compared to a year ago. After suffering the loss of Superintendent Michael Morgan in June 2017, the SAU took another blow when longtime Associate Superintendent Paul Flynn passed away in December 2017. These two men were titans of the New Hampshire educational scene and the loss of their leadership has been felt ever since. The SAU had been served by veteran superintendent Dr. Christine Rath as a temporary bridge to a new and permanent leader, and retired Interim Assistant Superintendent Jerome Frew served in an interim capacity in the spring of 2018 as part of that transition team.

In July the SAU welcomed Dr. David Ryan as its new superintendent, Dr. Tom Campbell as the new assistant superintendent for human resources, and Chris Andriski as its newest assistant superintendent for curriculum and instruction. These three positions represent 50% of the SAU senior leadership team; Associate Superintendent Esther Asbell, Special Education Administrator Helen Rist, and second year Business Administrator Frank Markiewicz comprising the remainder. In a relatively short period of time, this team has worked very hard to coalesce and stabilize the SAU while providing the necessary leadership for a high performing learning organization. As a team they have instituted a collaborative approach to managing the day-to-day operations of each of the seven districts; introduced synergies so all districts can grow together through curriculum, instruction, and assessment projects; promoted a distributed leadership style of financial and budgeting oversight; and, most importantly, developed approaches to decision-making processes that begin and end with the student in mind.

Our schools have responded well to the changes over the past year. Stratham Memorial School welcomed an experienced new principal (Katherine Lucas) and special education director (Salina Millora). Lincoln Street School in Exeter introduced a new assistant principal (Deanna Donnelly) and Exeter High School removed the interim status and made permanent Principal Michael Monahan and Assistant Principal Adam Rozumek. They and their fellow principals, assistant principals, and directors connect at least monthly to learn and grow together through

facilitated professional learning experiences. Change leadership, social emotional learning, school safety and security, competency-based education, project-based learning, and proficiency scaling are all areas in which they have learned a great deal.

Classroom teachers continue to bear the burden of proof in excellence. Despite the changes in SAU and school leadership, our teachers have worked tirelessly to provide the very best learning opportunities for all of our students. They have performed at a high level in a consistent manner against a tide of adversity brought on by local, regional, and even national tragedies and obstacles. While we will continue to recognize their great work and celebrate their students' accomplishments in and out of the classroom, we will continue to expand our thinking and approaches to ensuring that we are doing the very best for each student. Our teachers are the best in the area, and with that reputation comes tremendous professional responsibility for always wanting to improve.

With all of the changes in personnel, it is surprising to be able to reflect on our progress as an SAU and see how far we've come. This is a credit to the people within it. We have mostly organized ourselves around some guiding points and objectives while sharing as much about the work with the people in the community. We believe we are just now beginning to address real improvement for this new era, and at this time next year, we are confident that we will have a larger and more tangible body of work that demonstrates success as one of the best learning organizations in the region.

SAU 16 Strategic Plan Review

Action Items Reaching Advanced Stage

Teaching and Learning

Recommendation 1

*Continue to implement a challenging and consistent K-12 curriculum that develops and leads to the successful achievement of the Exeter High School graduation competencies and promotes viable learning opportunities for each student - **Advanced***

Competencies are in place at all of our schools and teachers are currently rethinking their instructional practices to best meet the learning needs of each student. This year, a small group of teachers in the middle and high school have developed specific prototypes of learning experiences that will enable them to better understand the best possible process for moving students toward demonstrating mastery of competencies in their classrooms. Understanding the mastery learning process will assist them in designing a performance-based method of assessment and therefore unpack all that a student learns by doing.

Recommendation 4

*Empower the professional staff within SAU 16 and the work of Professional Learning Communities (PLC's) by providing a technology-rich infrastructure, common planning time, and supportive professional development to enhance the K-12 curriculum. - **Advanced***

The SAU has equipped its teachers and students with a robust network of hardware and software tools to accomplish all of the learning objectives requiring the use of technology.

Students in most of our schools enjoy a 1:1 computing environment and in rare cases experience a 1:2 ratio. Technology is employed to enhance and expand classroom instruction, such as the vast use of education websites incorporating hands on learning for language arts, math and science (see Stratham Memorial School's Resources webpage as an example). Teachers utilize online platforms for their own professional learning, sharing of data and ideas, and for developing project-based learning experiences for their students. The technology staff maintains a replacement cycle that is reasonable and financially prudent so that we can maximize the lifespan of each machine and maintain a quality circulation of the equipment.

Health and Community

Recommendation 1

Create a committee of K-12 representatives to assess current school-based approaches to social and emotional learning and foster continuity throughout the grade levels. This committee should also evaluate the methods used to assess students' stress levels and causes; ideally seeking feedback from students, parents, and professional staff. - Advanced

This is the second year of the Social-Emotional Learning Committee in the SAU and its purpose continues to be "To further develop, implement, and communicate a tiered system of support to best meet the social-emotional learning and mental health needs of all SAU 16 students, and staff." The committee presented a summary of its first year to the SAU Joint School Board at its October 2018 meeting and is now focused on three main areas: communication about social emotional learning to all stakeholders, offering professional development to staff on how to create trauma sensitive schools, and offering information on stress reduction for all staff. The team believes that by sharing knowledge and strategies, our staff and families will gain a better of understanding of social emotional learning and how to best support the needs of students, staff, and families in SAU 16.

The blended work of the SEL Committee and the safety and security of our students is best exemplified in the advent of the Behavioral Intervention Team, or BIT. The purpose of this team is to build a network of student care and support between all SAU schools, local law enforcement, and community-based organizations (CBOs). BIT teams meet periodically to assess information relative to student behavior that could lead to an increase in negative behavior influenced by mental health issues, violent tendencies, and/or juvenile delinquent habits. The team seeks to forecast wraparound services for students before those behaviors surface. This team has been up and running since August 2018 and is dedicated to keeping the safety of our students and staff a top priority. It should also be noted that the program is paid entirely from federal grant funds.

Our schools participate in programming dedicated to improving the social-emotional wellness of their students as well. Each elementary school offers multiple opportunities through all school assemblies led by various groups of students, clubs and activities that are dedicated to serving other students, and community service organizations that help members of the community while exploring and understanding their own emotional wellness. The middle and high school have a robust spirit of SEL development in their programming including Hawk Crew, Blue Hawk 101, CMS Hawk Pride Assemblies and Blue Hawk Youth Alliance. All of our

students and staff are immersed in finding better ways for everyone to strengthen their own wellness and feel the support of others.

Recommendation 3

Create and maintain a SAU 16 website specifically dealing with social and emotional health issues, including resources for professional staff, students, and parents. - Accomplished

This strategic goal was quickly accomplished and it continues to evolve as the webpages are updated periodically. The list of resources are available on the SAU 16 website ([www.SAU 16.org](http://www.SAU16.org)) on the Resources page of the More tab. As more resources are made available to the SAU, the page is edited and updated. We encourage all of our community members to visit the website for more information.

Philosophy and Governance

Recommendation 7

Continue to grow and evolve the SAU coaching process for all professional staff. - Advanced

All schools within SAU 16 are now using a coaching model for peer-to-peer instructional support. This coaching program was piloted two years ago, was expanded last year, and now all schools in the SAU are involved. The coaching system allows for teachers to observe each other will using a universal CBE coaching tool. This tool helps focus the conversation the coach has on best instructional practices in a CBE system.

Coaching is now also available for our principals. Associate Superintendent Esther Asbell spends the majority of her time working 1:1 with school principals on developing their expertise as leaders in their schools and communities. Her primary focus is to build the instructional leadership skill of each principal while assisting them with the implementation of transformational practices. Much of the support our principals and teachers receive is delivered in an independent, personalized manner, and this requires an abundance of onsite work as well as interpersonal interaction. All aspects of our coaching program continue to get stronger with each opportunity to grow.

In both examples of how coaching is growing and evolving in the SAU, the results will be evident in the improvement in our students' demonstrations of learning. As the appropriate adjustments to instruction continue in our classrooms, we believe student achievement will improve as evidenced by assessment outcomes, growth results, and demonstrated quality competency mastery.

We look forward to sharing the fruits of the labor above with the SAU 16 community for years to come, and we will continue to work diligently to preserve the valuable traditions of the towns that we serve while continuing to connect them all in the SAU they comprise.

SAU #16
Superintendent Salaries
2018-2019

SUPERINTENDENT'S PRORATED SALARY

Brentwood	\$7,774
East Kingston	\$4,665
Exeter	\$27,987
Exeter Region COOP	\$90,181
Kensington	\$3,110
Newfields	\$3,110
Stratham	<u>\$18,658</u>
	\$155,485

ASSOCIATE AND ASSISTANT SUPERINTENDENT SALARIES

(Total 3 Positions; \$140,000, \$129,430, and \$118,450)

Brentwood	\$19,394
East Kingston	\$11,636
Exeter	\$69,818
Exeter Region COOP	\$224,970
Kensington	\$7,758
Newfields	\$7,758
Stratham	<u>\$46,546</u>
	\$387,880

School Administrative Unit #16
 Brentwood, West Kingston, Exeter, Exeter Region Cooperative, Kensington, Newfields, and Stratham
 2019-2020 Approved Budget

	FY 2018 Actual	FY 2019 Budget	FY 2020 Approved	Change \$	%
Salaries	1,279,742	1,368,399	1,502,044	133,645	9.8%
Benefits	528,979	574,216	556,160	-18,056	-4.1%
Course Reimbursements	3,710	3,500	12,320	8,820	252.0%
Conferences and Staff Training	14,882	14,600	26,550	11,950	79.8%
Dues and Subscriptions	10,546	10,837	13,094	2,257	11.6%
Audit Expense	14,025	14,100	14,523	423	3.0%
Legal Expense	4,131	5,000	5,000	0	0.0%
Repair and Maintenance	5,835	6,295	7,000	705	11.2%
Supplies	27,191	26,250	24,000	-2,250	-8.6%
Telephone	18,656	25,305	25,305	0	0.0%
Postage	4,808	4,000	5,000	1,000	25.0%
Contracted Services	8,838	33,256	22,600	-10,656	-32.0%
Mileage	21,981	25,980	31,700	5,720	22.0%
Software	16,318	5,000	14,100	9,100	182.0%
Equipment	2,899	9,045	3,632	-5,413	-59.8%
Miscellaneous	7,900	4,000	4,000	0	0.0%
Total Expenditures	1,970,441	2,129,783	2,267,028	137,245	6.4%
Unassigned Fund Balance			<u>(349,283)</u>		
Net Assessment to Districts	1,970,441	2,129,783	1,917,745		
Not Subject to Assessment	<u>18,070</u>	<u>56,500</u>	<u>57,000</u>		
TOTAL OPERATING BUDGET	1,988,511	2,186,283	2,324,028		

SAU #16 FY 2019-2020 BUDGET ALLOCATION

Detail by Town	2016-2017		# Pupils ADM 16/17	Pupil %	Proposed		Change from	
	Valuation Equalized Tad.	Percentage			Combined FY 2020 Assessment	Previous Year	\$	%
Brentwood	224,783,710	4.72%	319.98	6.066%	103,433	(740)	-0.7%	
East Kingston	129,115,071	2.71%	156.34	2.964%	54,421	(1,697)	-3.0%	
Exeter	838,701,646	17.61%	940.66	17.833%	339,892	(22,835)	-6.3%	
Kensington	113,553,915	2.38%	107.96	2.047%	42,493	(1,158)	-2.7%	
Newfields	114,416,387	2.40%	125.74	2.384%	45,898	(4,413)	-8.8%	
Stratham	580,426,889	12.19%	561.28	10.641%	218,916	(22,409)	-9.3%	
Co Op	2,760,505,154	57.98%	3,062.93	58.066%	1,112,692	(51,501)	-4.4%	
TOTAL	4,761,502,772	100.00%	5,274.89	100.000%	1,917,745	(104,753)	-5.2%	

SAU 16 CALENDAR 2019-2020

Approved 11/19/18

2019 JULY							Days	
S	M	T	W	T	F	S	Student	
	1	2	3	4	5	6	0	
	7	8	9	10	11	12	13	Staff
14	15	16	17	18	19	20	0	
21	22	23	24	25	26	27		
28	29	30	31					

AUGUST							Days	
S	M	T	W	T	F	S	Student	
			1	2	3		4	
4	5	6	7	8	9	10	11	Staff
11	12	13	14	15	16	17	6 or 7	
18	19	20	21	[22]	[23]	24		
25	26	27	28	29	[30]	31		

SEPTEMBER							Days	
S	M	T	W	T	F	S	Student	
1	(2)	3	4	5	6	7	20	
8	9	10	11	12	13	14	21	Staff
15	16	17	18	19	20	21	20	
22	23	24	25	26	27	28		
29	30							

OCTOBER							Days	
S	M	T	W	T	F	S	Student	
		1	2	3	4	5	22	
6	7	8	9	10	11	12	21	Staff
13	(14)	15	16	17	18	19	22	
20	21	22	23	24	25	26		
27	28	29	30	31				

NOVEMBER							Days	
S	M	T	W	T	F	S	Student	
				1	2		16	
3	4	[5]	6	7	8	9	17	Staff
10	(11)	12	13	14	15	16		
17	18	19	20	21	22	23		
24	25	26	(27)	(28)	(29)	30		

DECEMBER							Days	
S	M	T	W	T	F	S	Student	
				1	2	3	15	
4	5	6	7	8	9	10	15	Staff
11	12	13	14	15	16	17		
18	19	20	21	22	23	24		
25	(26)	(27)	(28)	(29)	(30)	(31)		

Symbol Key
 ○ = No School / Holiday / Vacation
 [] = Teacher In-Service (No School)
 < > = SAU Early Release

2020 JANUARY							Days	
S	M	T	W	T	F	S	Student	
			(1)	2	3	4	21	
5	6	7	8	9	10	11	21	Staff
12	13	14	15	16	17	18		
19	(20)	21	22	23	24	25		
26	27	28	29	30	31			

FEBRUARY							Days	
S	M	T	W	T	F	S	Student	
						1	15	
2	3	4	5	6	7	8	15	Staff
9	10	11	12	13	14	15		
16	17	18	19	20	21	22		
23	(24)	(25)	(26)	(27)	(28)	29		

MARCH							Days	
S	M	T	W	T	F	S	Student	
1	2	3	4	5	6	7	21	
8	9	[10]	11	12	13	14	21	Staff
15	16	17	18	19	20	21	20	
22	23	24	25	26	27	28		
29	30	31						

APRIL							Days	
S	M	T	W	T	F	S	Student	
			1	2	3	4	18	
5	6	7	8	9	10	11	18	Staff
12	13	14	15	16	17	18		
19	20	21	22	23	24	25		
26	(27)	(28)	(29)	(30)				

MAY							Days	
S	M	T	W	T	F	S	Student	
				(1)	2		19	
3	4	5	6	7	8	9	19	Staff
10	11	12	13	14	15	16		
17	18	19	20	21	22	23		
24	(25)	26	27	28	29	30		
31								

JUNE							Days	
S	M	T	W	T	F	S	Student	
						1	9	
2	3	4	5	6	7	8	9 or 10	Staff
9	10	11	12	13	14	15		
16	17	18	19	20	21	22		
23	24	25	26	27	28	29		
30								

Totals:	
Student	185
Staff	185

Important Dates

2019	NS = No School	
August		
Teacher In-Service	NS	Aug 22-23
School Opens - All Students		Aug 26
Friday before Labor Day	NS	30-Aug
School Days		4
September		
Labor Day	NS	Sept 2
School Days		20
October		
Columbus Day	NS	14
School Days		22
November		
Teacher In-Service	NS	Nov 5
Veterans' Day	NS	11
Thanksgiving Recess	NS	Nov 27-29
School Days		16
December		
Holiday Break	NS	Dec 23-27; 30-31
School Days		15
2020		
January		
Holiday Break	NS	Jan 1
MLK, Jr. Day	NS	Jan 20
School Days		21
February		
Winter Vacation	NS	Feb 24-28
School Days		15
March		
Teacher In-Service	NS	Mar 10
School Days		21
April		
Spring Vacation	NS	Apr 27-30
School Days		18
May		
Spring Vacation (con't)	NS	May 1
Memorial Day	NS	May 25
School Days		19
June		
Last day for students	NS	June 11**
Teacher In-Service		June 12
School days		9
<i>Graduation - to be announced after February vacation</i>		

****June 12, 15, 16, 17 & 18 are snow make-up days if needed**