

TOWN OF BETHLEHEM

NEW HAMPSHIRE



2019

ANNUAL REPORT

DEDICATION

This year we saw the passing of Sandy Laleme. Sandy was a dedicated towns person who passionately loved the town of Bethlehem. She served as a selectman for 8 years, was ex-officio member of the Planning Board during her latest selectman term, was a member of the historical society and put so much time, energy and passion in the fight against the Northern Pass on behalf of the town. Some will also remember her time as a dedicated EMT for the Bethlehem Fire Dept.

Sandy gave 100% to everything she believed in, which included the Bethlehem Country Club. She loved to play golf and loved the club. She was part of a team that did fundraising to benefit the country club with the hope to be able do some of the needed maintenance to the club.

As a Selectman she listened and advocated for the town employees. She also recognized the beauty and the importance of the town building and doing the upkeep to keep it that way. She arranged for Grafton County prisoners to paint the interior of the building and advocated to the Board the need to refinish the floor in the meeting room.

Sandy was such a strong woman who spoke up for what she believed in, but was also such an incredibly kind, caring woman who had such understanding and empathy for people.

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TOWN OFFICERS

BOARD OF SELECTMEN

Gabriel Boisseau, Chair	(2020)
Linda Moore	(2020)
Mary Moritz	(2021)
Bruce Caplain	(2022)
Christopher Jensen	(2022)

ADMINISTRATIVE ASSISTANT

April Hibberd

CLERICAL ASSISTANT

Nicole McGrath

TOWN CLERK

Mary Jackson (2022)

DEPUTY TOWN CLERK

Susan McClain

TAX COLLECTOR

Mary Jackson (2022)

DEPUTY TAX COLLECTOR

Susan McClain

ROAD AGENT

Brett Jackson (2020)

MODERATOR

Mary Lou Krambeer (2020)

TREASURER

Elizabeth Staples (2022)

DEPUTY TREASURER

Frank Claffey

POLICE CHIEF

Michael Ho-Sing-Loy

OVERSEER OF WELFARE

April Hibberd

RECREATION DIRECTOR

Tim Fleury

FIRE CHIEF/FOREST FIRE WARDEN

Jack Anderson

ASSISTANT CHIEF

Brian Charland

2ND ASSISTANT CHIEF

Laura Lucas

TRUSTEES OF THE TRUST FUNDS

Alan Jackson	(2020)
Robert Constantine	(2021)
Peter Szeidler	(2022)

SUPERVISORS OF THE CHECKLIST

Christopher Brooks	(2024)
Linda Goldstein	(2020)
Julie Seely	(2020)

LIBRARIAN

Laura Clerkin

LIBRARY TRUSTEES

Doug Harman	(2020)	Sara Plumley	(2021)
Leonard Grubbs	(2020)	Michael Culver	(2022)
Lisa Ffrench	(2022)	Nora Clark	(2021)
Barbara Szeidler	(2022)	Tana LeClair	(2021)
Susan McClain	(2020)		

CEMETERY COMMITTEE

Clare Brown (2020)
Richard Robie Jr. (2021)
Christopher Brooks (2022)
Christina Clemmo (2021)

REVOLVING LOAN COMMITTEE

Paul Greenlaw
Mary Jackson
Joyce Presby

CONSERVATION COMMISSION

Lindsay Webb	(2020)	Nicole McGrath	(2022)
Linda Moore	(2021)	Cheryl Jensen	(2021)
Margaret Gayle	(2020)	Vivian Winterhoff	(2022)
Marilyn Johnson, Alternate	(2022)		

BRETZFELDER PARK COMMITTEE

Nancy Czarny, Chair	Marilyn Johnson, CC Rep
Elizabeth Carter, Vice Chair	Chris McGrath, Planning Rep.
Sarah Turtle, Secretary	Linda Moore, Selectboard Rep.
Kevin Gordon	Nigel Manley, SPNHF Rep.
Ann Gruczka	
Shanna Maziarz	

PLANNING / ZONING BOARD ASSISTANT

Debra Bayley

PLANNING BOARD

Johnathan Stevenson, Chair	(2022)
Michael Bruno	(2020)
Kim Koprowski	(2020)
Christopher McGrath	(2021)
Marie Stevenson	(2021)
Kevin Roy	(2022)
Anthony Rodrigues, Alternate	(2022)
Peter Roy, Alternate	(2022)

ZONING BOARD

Andrea Bryant, Chair	(2021)
Kimberly Johnson	(2020)
Amy Delventhal	(2021)
Patrick Doughty	(2022)
Shane MacElhiney	(2022)

**TOWN OF BETHLEHEM
NEW HAMPSHIRE
2019 DELIBERATIVE SESSION
& SECOND SESSION**

To the inhabitants of the Town of Bethlehem, New Hampshire, Grafton County in New Hampshire, qualified to vote in Town affairs:

You are hereby notified that the first session (deliberative) of the annual meeting of the Town of Bethlehem will be held at Profile School, 691 Profile Road, Bethlehem on Monday February 4th, 2019 at 6:00 pm. Warrant articles may be amended at this session per RSA 40:13, IV a, with the exception of Warrant Articles whose wording is prescribed by law and cannot be amended per RSA 40:13 a. Warrant Articles that are amended shall be placed on the official ballot for a final vote on the main motion as amended. (Please note that this meeting may be continued to Tuesday February 5th and/or Wednesday the 6th at the discretion of the Town Moderator).

You are further notified that the second session of the annual meeting of the Town of Bethlehem will be held at the Bethlehem Town Building Meeting Room on Tuesday, March 12th, 2019 at 8:00 am. For the choice of town officers elected by official ballot, and to vote on all warranty articles from the first session on official ballot per RSA 40:13, VII. The polls for the election of town officers and other action required to be inserted on said ballot will open on said date at 8:00 am in the forenoon and will not close until 7:00 pm in the evening.

Moderator Krambeer opened the meeting at 6:07 pm with the Pledge of Allegiance. She then introduced herself, Deputy Moderator Lavoie, Selectboard members Mary Moritz, Chair; Linda Moore; Gabe Boisseau; Martin Glavac; Richard Ubaldo; and Town officials.

Article 01: To choose all necessary Town Officers for the ensuing year

SELECTMEN (2) (Three Year Term)

Bruce Caplain	381
Dann	84
Christopher Jensen	396

TAX COLLECTOR (1) (Three Year Term)

Mary Jackson	483
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TOWN CLERK (1) (Three Year Term)

Mary Jackson	480
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TREASURER (1) (Three year Term)

Write In: Libby Staples	190
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PLANNING BOARD (2) (Three Year Term)

Dann	46
Kevin Roy	216

Johnathan Stevenson	220
Write In: Kim Koprowski	211

TRUSTEE OF THE TRUST FUND (1) (Two Year Term)
 Write In: Rob Constantine 6

TRUSTEE OF THE TRUST FUND (1) (Three Year Term)
 Write In: Peter Szeidler 4

ZONING BOARD OF ADJUSTMENT (2) (Three Year Term)
 Patrick Dougherty 215
 Shane MacElhiney 309
 Peter Roy 86

CEMETERY TRUSTEE (1) (Two Year Term)
 Write In: Chris Brooks 29
 Write In: Sandy Laleme 8

CEMETERY TRUSTEE (1) (Three Year Term)
 Write In: Chris Brooks 36
 Write In: Paul Hudson 5
 Write In: Estalee Fernald 5

LIBRARY TRUSTEE (3) (Three Year Term)
 Mike Culver 349
 Lisa Ffrench 289
 Barbara Szeidler 289

LIBRARY TRUSTEE (1) (Two Year Term)
 Tana LeClair 379

LIBRARY TRUSTEE (1) (One Year Term)
 Susan McClain 387

Article 02: Operating and Default Budget
 Shall the Town 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 \$2,660,720 (Two Million Six Hundred Sixty Thousand Seven Hundred Twenty Dollars). Should this article be defeated, the default budget shall be \$2,485,827 (Two Million Four Hundred Eighty Five Thousand Eight Hundred Twenty Seven Dollars), which is the same as last year, with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

Selectboard Chair Moritz highlighted the changes in the budget and gave a brief explanation of the budget process which begins in August/September. No questions or discussion.

YES 352 NO 165

Article 03: Tax Prepayment

Do you authorize the prepayment of taxes and authorize the collector of taxes to accept payments in prepayment of taxes, in accordance with RSA 80:52-a? If a town so votes, any person , firm or corporation owning taxable property may, at any time before notice of the amounts of taxes assessed against said property has been received, make payments on account of such taxes as will be due and the collector shall receive such payments and give a receipt therefor and credit the amounts paid toward the amount of the taxes eventually assessed against said property. In any town which shall vote to authorize the prepayment of taxes the collector of taxes shall give such bond in the form and amount which the commissioner of revenue administration shall require, and the collector shall pay over all sums so received to the town treasurer under the provisions of RSA 41:35. No tax payer shall be allowed to prepay taxes more than 2 years in advance of the due date of taxes. No interest shall accrue to the taxpayer on any prepayment, nor shall any interest be paid to the taxpayer on any prepayment which is later subject to rebate or refund. (The Board of Selectmen recommends this Article)

Selectman Glavac gave a brief explanation of the purpose of this article.

YES 456 NO 69

Article 04: Highway Revolving Fund

To see if the town will vote to establish a Highway Dept. revolving fund pursuant to RSA 31:95-h, for the purpose of a portion of highway department expenditures. All revenues received from the highway block grant will be deposited in the fund, and the money in the fund shall be allowed to accumulate from year to year and shall not be considered part of the town’s general fund balance. The Town treasurer shall have custody of all moneys in the fund and shall pay out the same only upon order of the governing body and no further approval is required by the legislative body to expend. Such funds may be expended only for the purpose for which the fund was created. (The Board of Selectmen recommends this Article)

Discussion: Concern was expressed about how this may change the budget in the future. The Board of Selectmen explained this is to insure the Highway Block Grant is to be used for the intended purpose, and not to artificially affect the tax rate. The Road Agent, Brett Jackson, was asked if he supports this article. His response is because the grant funds is for highway equipment and road maintenance, he does support this in anticipation that future expenses will be less. No motions made, **this article will appear on the ballot as written.**

**Motion made by John M to restrict reconsideration for articles 2, 3, and 4.
Seconded by Selectman Glavac**

No discussion. Vote called by the Moderator, **majority in favor to restrict reconsideration on Articles 2, 3, and 4.**

YES 435 NO 82

Article 05: Dissolve Country Club Special Revenue Fund

To see if the town will vote to dissolve the Country Club special revenue fund as required by the department of revenue. Any funds in the special revenue fund will be transferred to the Revolving Fund (article 6) if article 06 passes. This article is contingent on the successful passage of Articles 06. This administrative change is mandated by the Department of Revenue and is necessary for the Country Club to operate. (The Board of Selectmen recommends this Article)

Article 06: Country Club Revolving Fund

To see if the town will vote to establish a Country Club revolving fund pursuant to RSA 31:95-h, for the purpose of operating the Country Club. All revenues received for the country club from FEES, CHARGES, OR OTHER INCOME DERIVED FROM THE ACTIVITIES OR SERVICES SUPPORTED BY THE FUND will be deposited into the fund, and the money in the fund shall be allowed to accumulate from year to year and shall not be considered part of the town’s general fund balance. The town treasure shall have custody of all moneys in the fund and shall pay out the same only upon order of the governing body and no further approval is required by the legislative body to expend. Such funds may be expended only for the purpose for which the fund was created. And further, to appropriate \$8,278 to be placed in the country club revolving fund to come from unassigned fund balance (this represents the funds from the dissolution of the special revenue fund). This warrant article is dependent on Article 05 passing. (Majority vote required) This administrative change is mandated by the Department of Revenue and is necessary for the Country Club to operate. (The Board of Selectmen recommends this Article)

Discussion for Articles 5 and 6:

Selectman Glavac explained both articles must pass for this to take effect. Chairperson Moritz explained DRA said this must be a revolving fund for the County Club to continue to operate. If these articles fail, the Golf course will not open and jobs lost.

Rick Z. made the **motion to insert the words State of New Hampshire before Department of Revenue in both articles 5 and 6**
Chuck P. **seconded the motion**

Discussion: The question was asked if the funding for the golf course is separate at this time. Chairperson Moritz said the country club has been self-sufficient, mostly. A loan was paid back to the Town.

Moderator called the vote, **all in favor, none opposed.**

Article 05 will be placed on the ballot as amended: To see if the town will vote to dissolve the Country Club special revenue fund as required by the New Hampshire Department of Revenue. Any funds in the special revenue fund will be transferred to

the Revolving Fund (article 06) if article 06 passes. This article is contingent o the successful passage of Article 06. This administrative change is mandated by the State of New Hampshire Department of Revenue and is necessary for the Country Club to operate. (The Board of Selectmen recommends this Article)

YES 455 NO 76

Article 06 will be placed on the ballot as amended: To see if the town will vote to establish a Country Club revolving fund pursuant to RSA 31:95-h, for the purpose of operating the Country Club. All revenues received for the country club form FEES, CHARGES, OR OTHER INCOME DERIVED FROM THE ACTIVITIES OR SERVICES SUPPORTED BY THE FUND will be deposited into the fund, and the money in the fund shall be allowed to accumulate from year to year and shall not be considered part of the town’s general fund balance. The town treasure shall have custody of all moneys in the fund and shall pay out the same only upon order of the governing body and no further approval is required by the legislative body to expend. Such funds may be expended only for the purpose for which the fund was created. And further, to appropriate \$8,278 to be placed in the country club revolving fund to come from unassigned fund balance (this represents the funds from the dissolution of the special revenue fund). This warrant article is dependent on Article 05 passing. (Majority vote required) This administrative change is mandated by the State of New Hampshire Department of Revenue and is necessary for the Country Club to operate. (The Board of Selectmen recommends this Article)

YES 459 NO 80

Article 07: Tally Vote

Shall the town vote pursuant to RSA 32:5, V-a and/or RSA 40:13, V-a, to require that all votes on recommendations on budget items or warrant articles by the governing body shall be recorded votes and that the numerical tally of such votes shall be printed in the warrant next to the affected warrant article. (Majority vote required) (The Board of Selectmen recommends this Article)

Selectperson Linda Moore explains the purpose if an FYI and shows the vote count. Nancy C. stated it is not clear who’s votes. Someone made a motion to remove the word “such” but was not seconded and no vote was taken.

Rick Z. then made a **motion to remove “governing body” and add “Town’s various Boards”**. Selectperson Glavac **seconded the motion** and some discussion ensued. Selectperson Glavac stated the current motion to amend would suffice for multi-board articles.

Moderator called the vote, majority in favor of the amendment.

Article 07 will be placed on the ballot as amended: Shall the town vote pursuant to RSA 32:5, V-a and/or RSA 40:13, V-a, to require that all votes on recommendations on budget items or warrant articles by the towns various Boards shall be recorded votes and that the numerical tally of such votes shall be printed in the warrant next

to the affected warrant article. (Majority vote required) (The Board of Selectmen recommends this Article)

YES 468 NO 51

Andrea B. made a **motion to restrict reconsideration on Articles 05, 06, and 07. John M. seconded the motion. No discussion. All in favor to restrict reconsideration on Articles 05, 06 and 07.**

Article 08: Tax Impact

To see if the town will vote to require that the annual budget and all special warrant articles having a tax impact, as determined by the governing body, shall contain a notation stating the estimated tax impact of the article. (Majority vote required) (The Board of Selectmen recommend this article)

Selectperson Linda M. explained this will give more information to the voters.
John S. made a **motion to change “Governing Body” to Board of Selectmen and seconded by Rick Z. All in favor of the amendment.**

Article 08 will be place on the ballot as amended: To see if the town will vote to require that the annual budget and all special warrant articles having a tax impact, as determined by the Board of Selectmen, shall contain a notation stating the estimated tax impact of the article. (Majority vote required) (The Board of Selectmen recommend this article)

YES 485 NO 40

Article 09: Lease Country Club

Shall we vote to authorize the Board of Selectmen to investigate, negotiate and execute a long-term lease of the Bethlehem Country Club property, on terms and conditions to be approved by the Board, which lease shall include the condition that the property shall continue to be operated as a public golf course. (The Board of Selectmen recommends this Article)

Chairperson Glavac explained the intent of this article.

Cary C. made a motion to strike the words Shall we vote and remove quotation marks. This was seconded by Chuck P. No vote taken.

Discussion: the question was asked if this does not pass, what is the fall back? Chairperson Boisseau explained the board would not have the ability to act upon anything that came up. Nancy C. asked what the purpose is since last year’s warrant article covered this. Board chair Moritz answered by saying last year’s warrant article complicates things. This would mainstream the process.

Clare B. made the **motion to insert the words 18 hole after operated as a. Jerry B. seconded this motion. Pros and cons were discussed. Moderator called the vote to add the words 18 hole after operate as a. 22 in favor and 31 opposed. Motion failed.**

Article 09 will appear on the ballot as written.

YES 432

NO 88

Article 10: 911 Markers

To see if the town will vote to raise and appropriate the sum \$22,570 (Twenty-Two Thousand Five Hundred and Seventy Dollars) for the purpose of installing 911 address markers for all residences of the town to be done in a uniform way so they are in the correct position for responders to be able to see them. This special warrant article will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the 911 marker project is completed or by 12/31/2021, whichever is sooner. (Majority vote required). (The board of Selectmen recommends this Article)

Selectboard chair Moritz explained the markers would be installed following guidelines. More money to be put in next year for the installation. Chief Anderson added that in a life or death situation, improper marking can result in disaster. Rick Z., for clarification purposes, made the **motion to include the words ‘purchase and’ in front of the word installation. Chuck P. seconded.** Discussion followed with Chief Jack saying we have 1500 addresses, and the fire department wants to take on this project. Mary explained they want to get it started.

All in favor and none opposed.

Article 10 will appear on the ballot as amended: To see if the town will vote to raise and appropriate the sum \$22,570 (Twenty-Two Thousand Five Hundred and Seventy Dollars) for the purpose of purchasing and installing 911 address markers for all residences of the town to be done in a uniform way so they are in the correct position for responders to be able to see them. This special warrant article will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the 911 marker project is completed or by 12/31/2021, whichever is sooner. (Majority vote required). (The board of Selectmen recommends this Article)

Julian C. made a **motion to zero out Article 09 and it was seconded** by Chris M. Discussion: David W. said this is the problem with SB2 towns, it limits the number of people who make a vote. Selectman Glavac pointed out that Deliberative is part of the process and every voter is invited to come and participate.

Moderator called the vote majority opposed to zero out this Article. **Article 10 will appear on the ballot as written in the amendment**

Motion made by Cheryl J. to restrict reconsideration for Article 10 and seconded by Peter R. All in favor. Reconsideration restricted for Article 10.

YES 321

NO 200

Article 11: Highway Truck Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$80,000 (Eighty Thousand Dollars) to be added to the Highway Truck Capital Reserve fund previous established. (The board of Selectmen recommends this Article)

Selectman Ubaldo explains this article is putting money where it belongs. This is a transition year. Road Agent Brett J. said every year we ask for \$80,000. If this passes, next year we may only ask for \$40,000. This will help in the future.

No motion made, article will appear as written.

YES 350 NO 167

Article 12: Police Cruiser Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$23,000 (Twenty-Three Thousand Dollars) to be added to the Police Cruiser Capital Reserve Fund previously established. (The board of Selectmen recommends this Article)

Selectman Ubaldo explained that again this is a transition; into leasing this time.

No motion made, article will appear as written.

YES 286 NO 234

Article 13: Police Equipment Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$3,000 (Three Thousand Dollars) to be added to the Police Equipment Capital Reserve Fund previously established. (The Board of Selectmen recommends this Article)

Chief Ho-Sing-Loy explained it is necessary to replace vests and portable radios. Cameras and other equipment are also needed.

No motion made, article will appear as written.

YES 341 NO 181

Article 14: Fire Dept. Safety Equip. Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$10,000 (Ten Thousand dollars) to be added to the Fire Dept Emergency Safety equipment Capital Reserve Fund previously established. (The board of Selectmen recommends this Article)

Chief Anderson stated that this year air packs are needed. Discussion followed comparing quality and price between carbon fiber type vs aluminum packs.

No motion made, article will appear as written.

YES 391 NO 129

Article 15: Fire Truck Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$20,000 (Twenty Thousand Dollars) to be added to the Fire Truck Capital Reserve Fund previously established. (The board of Selectmen recommends this Article)

Chief Anderson stated that the insurance rating must be maintained which requires newer than 20-year-old fire trucks.

No motion made, article will appear as written.

YES 369 NO 152

Article 16: Ambulance Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$10,000 (Ten Thousand dollars) to be added to he Ambulance Capital Reserve Fund previously established. (The board of Selectmen recommends this Article)

Chief Anderson stated ambulances are expected to last 10 years

No motion made, article will appear as written.

YES 389 NO 131

Selectman Glavac made a **motion to restrict reconsideration on Articles 11,12,13,14,15, and 16.** Selectman Ubaldo **seconded.**

All in favor, none opposed. Reconsideration for Articles 11 through 16 is restricted

Article 17: Assessing Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$23,000 (Twenty Three Thousand Dollars) to be added to the Assessing Capital Reserve Fund previously established. (The board of Selectmen recommends this Article)

No motion made, article will appear as written.

YES 294 NO 216

Article 18: Tech Needs Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of \$8,000 (Eight Thousand Dollars) to be added to the Tech/Computer Capital Reserve Fund previously established. (The board of Selectmen recommends this Article)

No motion made, article will appear as written.

YES 337 NO 179

Article 19: Solid Waste Disposal Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of to \$35,000 (Thirty-Five Thousand) to be added to the Solid Waste Disposal Capital Reserve Fund previously established. (The board of Selectmen recommends this Article)

No motion made, article will appear as written.

YES 349 NO 182

Cheryl J. made a **motion to restrict reconsideration on Article 19.** Chris J. **seconded.**
All in favor, none opposed. Reconsideration for Article 19 is restricted

Article 20: Grafton County Senior Citizens Petitioned Warrant Article

To see if the Town will vote to raise and appropriate the sum of Six thousand dollars (\$6,000.00) to Grafton County Senior Citizens Council, Inc. through the Littleton Area Senior Center and the ServiceLink Resource Center for services for Bethlehem residents in 2019. These services include congregate meals, home delivered meals, transportation, outreach support, ServiceLink Support, and more. In FY2018, the Littleton Area Senior Center provided services for 158 Bethlehem residents, and ServiceLink provided services for 98 residents. The cost of providing these services was \$78,698.28. This Article is submitted by petition. (The board of Selectmen does not recommend this Article)

No motion made, article will appear as written.

YES 357 NO 162

Article 21: Gazebo Summer Concert Petitioned Warrant Article

To see if the Town will vote to raise and appropriate the sum of \$7,500, for the purpose of providing live musical entertainment, free, to the public, to be held at the Bethlehem Gazebo in 2019. This Article is submitted by petition. (The board of Selectmen does not recommend this Article)

No motion made, article will appear as written.

YES 335 NO 189

Article 22: Tri-County CAP Petitioned Warrant Article

To see if the Town will vote to raise and appropriate the sum of \$7,200.00 for the operation of Energy Assistance Services, a community service program provided by Tri-County Community Action Program, Inc. This Article is submitted by petition. (The board of Selectmen does not recommend this Article)

No motion made, article will appear as written.

YES 269 NO 251

Article 23: Tri-County Transit Petitioned Warrant Article

To see if the Town of Bethlehem will vote to raise and appropriate the sum of \$3,000.00(Three thousand dollars) to support Tri County Transit a community service program provided by Tri-County Community Action Program, Inc. This Article is submitted by petition. (The board of Selectmen does not recommend this Article)

No motion made, article will appear as written.

YES 298 NO 223

Article 24: Tyler Blain Homeless Shelter Petitioned Warrant Article

To see if the Town will vote to raise and appropriate the sum of \$3000 to support Tri County CAP’s Homeless Intervention and Prevention Program/Tyler Blain House Homeless Shelter, a community service program provided by Tri-County Community Action Program, Inc. This Article is submitted by petition. (The board of Selectmen does not recommend this Article)

No motion made, article will appear as written.

YES 278 NO 247

Article 25: Center for New Beginnings Petitioned Warrant Article

To see if the Town will vote to raise and appropriate the sum of \$1500 to support the Center for New Beginnings. These funds support the Center’s sliding scale program, which provides assistance to clients with high deductibles or co-pays or loss of insurance coverage. This Article is submitted by petition. (The board of Selectmen does not recommend this Article)

No motion made, article will appear as written.

YES 241 NO 281

Article 26: Prohibiting Firearms on Municipal/School Grounds Petitioned Warrant Article

To see if the Town, will vote to protect its tax payers, its residents, its employees and most importantly, its children, by enacting an ordinance prohibiting the possession of firearms within, or on the grounds of, any of the following spaces: the Municipal Office Building, Bethlehem Elementary School, Profile Jr/Sr High School, the Public Library, or any other municipally owned property, except for firearms carried at the direction of the Town Police Department. This Article is submitted by petition. (The board of Selectmen does not recommend this Article)

David W. spoke to this Article. He stated occurrences over the past few years, such as pistol packing citizens attending town meeting, was intimidating for those there. John S. pointed out that this petition article included schools and shouldn’t the school vote on their own, since they have their own jurisdiction.

Rick Z. asked if this warrant article is legal, Selectboard Chair Moritz answered by saying regardless of whether it's illegal, it must be placed on the ballot since it is a petitioned warrant article. Rick Z. asked if Town Counsel is present to speak on this and the answer was no, the Town Attorney was not present.

Chris M. pointed out that if this article is only protecting criminals. Rick Z. stated this is a very serious issue and could open the Town to millions in a law suit.

Chief Ho-Sing-Loy added that as long as you are not a felon, you can carry. Selectman Glavac stated he has never felt threatened by open carry citizens. His concern is any municipally owned property, which includes roads. The article is too broad, and he would not support it.

John W. **made a motion to remove the words ‘or any other municipally owned property’ and seconded by** Chuck P. Further discussion: Don L. recommends we do not amend this article, keeping in mind it needs an ordinance if passed. Leave it alone. Selectman Glavac disagreed with Don, and further said we have seen plenty of change in petition articles. Tonight, is the time to change an article. It's part of the process. Moderator called the vote **21 in favor** of amending the article **14 opposed**. Article 26 **will appear on the ballot amended** to read:

Article 26: Prohibiting Firearms on Municipal/School Grounds Petitioned Warrant Article

To see if the Town, will vote to protect its tax payers, its residents, its employees and , most importantly, its children, by enacting an ordinance prohibiting the possession of firearms within, or on the grounds of, any of the following spaces: the Municipal Office Building, Bethlehem Elementary School, Profile Jr/Sr High School, the Public Library, except for firearms carried at the direction of the Town Police Department. This Article is submitted by petition. (The board of Selectmen does not recommend this Article)

Rick Z made a **motion to change** the beginning to “To see if the Town , for advisory purposes only” and strike “will vote to protect its tax payers, its residents, its employees and , most importantly, its children,” and **seconded by** Chris M. **20 in favor of amending the article and 19 opposed**. **Article 26 will appear on the ballot amended to read:**

Article 26: Prohibiting Firearms on Municipal/School Grounds Petitioned Warrant Article

To see if the Town, for advisory purposes only, wants to enact an ordinance prohibiting the possession of firearms within, or on the grounds of, any of the following spaces: the Municipal Office Building, Bethlehem Elementary School, Profile Jr/Sr High School, the Public Library, except for firearms carried at the direction of the Town Police Department. This Article is submitted by petition. (The board of Selectmen does not recommend this Article)

YES 280 NO 253

Article 27: Boys and Girls Club Petitioned Warrant Article

To see if the Town will vote to raise and appropriate the sum e of \$2,500.00 (two thousand five hundred dollars) to support the Boys & Girls Club of the North Country in providing a healthy, safe, and productive after school and vacation camp environment for children

from Bethlehem and the local community. The Club provides a van shuttle from the school to the Club for the afterschool program. This Article is submitted by petition. (The board of Selectmen does not recommend this Article)

Don L. spoke in favor of the Boys and Girls club by saying they are open during school vacations. Selectman Glavac responded by saying a need was recognized and addresses. Coverage at the Town Rec Department is now available during vacations.

No motion made, article will appear as written.

YES 295 NO 235

Article 28: Northern Human Services Petitioned Warrant Article

To see if the Town will vote to raise and appropriate the sum of \$3,121.20 for White Mountain Mental Health, recognizing that untreated mental illness results in loss of productivity at work, disruption to families and children, risk to the community and loss of life through suicide. Treatment works, but only if it is available and affordable. This Article is submitted by petition. (The board of Selectmen does not recommend this Article)

Selectman Glavac thanked Linda G. for presenting this article and **made a motion to strike .20 cents.** April H. **seconded the motion.** All in favor, none opposed. Petitioned Warrant Article will **appear on the ballot as amended:**

Article 28: Northern Human Services Petitioned Warrant Article

To see if the Town will vote to raise and appropriate the sum of \$3,121.00 for White Mountain Mental Health, recognizing that untreated mental illness results in loss of productivity at work, disruption to families and children, risk to the community and loss of life through suicide. Treatment works, but only if it is available and affordable. This Article is submitted by petition. (The board of Selectmen does not recommend this Article)

YES 311 NO 220

Article 29: North Country Home Health & Hospice Petitioned Warrant Article

We the Undersigned Registered Voters of the Town of Bethlehem, NH, petition the Town to place a request from North Country Home Health and Hospice in the amount of \$4,000 on the Town Warrant. The requested funds shall be used to assist in the delivery of home health and hospice services to the residents of the Town of Bethlehem. This Article is submitted by petition. (The board of Selectmen does not recommend this Article)

John S. spoke to this Article as a Board of Directors member, by stating this agency provides 1500 visits to Bethlehem.

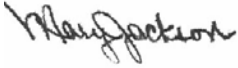
No motion made, article will appear as written.

YES 332 NO 192

Julian C. commented that each of these agencies seek assistance through the petitioned warrant articles and individuals can approach agencies to offer time, and/or donations privately.

Meeting adjourned 9:54 p.m.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Mary Jackson". The signature is written in a cursive, flowing style.

Town Clerk

SCHEDULE OF TOWN PROPERTY

2016 Tax Liens – Deeded 2019

		Lot Size	Assessment
205-227	L/B Noyes Street	0.46 AC	\$ 94,400
209-060-005	L/O River Road	3.24 AC	36,000
402-002	L/O Profile Road	1.40 AC	1,700
409-042	L/O Agassiz Street	10.90 AC	34,800
414-030	L/B Maple Street	1.70 AC	23,800
416-050	L/O Maple Street	0.49 AC	1,900
Total Tax Deeded			\$ 192,600

Town Owned Land & Buildings

203-001	L/B Highway Garage	3.30 AC	\$ 674,940
204-043-002	L/B Town Water Supply	5.34 AC	2,360,900
205-122	L/B Visitor Center	1.48 AC	119,500
206-018	L/B Town Library	3.20 AC	758,100
206-029	L/O Elm Street	1.20 AC	33,300
206-029-001	L/O Elm Street	3.10 AC	35,900
206-035	L/B Town Hall	0.59 AC	1,038,300
414-005	L/O Bethlehem Town Forest	24.00 AC	55,500
414-007	L/O Bethlehem Town Forest	14.70 AC	8,700
414-008	L/O Bethlehem Town Forest	38.00 AC	72,100
414-009	L/B Bethlehem Village District	38.90 AC	1,238,300
414-011	L/O Bethlehem Village District	0.14 AC	200
414-012	L/O Bethlehem Village District	3.22 AC	3,800
416-003	L/O Former Transfer Station	64.52 AC	93,400
Total Owned			\$ 6,492,940

COUNTRY CLUB

203-001	L/B BCC Country Club	102.14 AC	\$ 452,360
203-017	L/O Prospect Street	33.00 AC	191,600
203-018	L/O Prospect Street	4.70 AC	70,000
203-019	L/O Prospect Street	1.00 AC	49,300
Total Country Club			\$ 763,260

PARKS AND RECREATION

203-021	L/B Gazebo	1.94 AC	\$ 33,700
203-025	L/B Tennis Courts	1.20 AC	81,200
205-120	L/O Basket Ball Courts & Recreation Area on Agassiz	4.16 AC	123,500
206-027	L/O Elm Street Ball Field	7.80 AC	59,700
206-036	L/B Town Pool	1.50 AC	282,800
Total Parks and Recreation			\$ 580,900

CEMETERIES

203-003	L/O Main Street "Cemetery"	1.20 AC	-
206-051	L/O Off Cemetery Street (Gift)	0.41 AC	-
206-056	L/O Maple Street (Gift)	2.60 AC	-
206-055	L/O Maple Street	0.67 AC	-
206-057	L/O Maple Street	6.50 AC	-
206-058	L/O Maple Street	0.76 AC	-
404-014	L/O Brook Road	2.90 AC	-
Total Cemeteries			<u>-</u>

SCHOOLS

206-015	L/B BES	4.49 AC	\$ 1,725,100
402-025	L/B Profile	17.99 AC	5,136,000
402-021	L/O Profile	5.53 AC	33,500
Total Schools			<u>\$ 6,894,600</u>

RAILROADS – STATE OF NH

209-026	L/O Trudeau Road	3.70 AC	\$ 4,400
209-058-001	L/O River Road	7.20 AC	8,600
405-058	L/O Whitefield Road	40.00 AC	65,800
406-034	L/O Pond View Road	15.00 AC	36,400
416-002	L/O Whitefield Road	2.50 AC	2,600
416-008	L/O Whitefield Road	6.40 AC	6,700
419-015	L/O Trudeau Road	9.90 AC	13,400
Total Railroads			<u>\$ 137,900</u>

MISCELLANEOUS – STATE OF NH

204-113	L/O Edelweiss Drive	11.80 AC	\$ 48,100
209-065	L/O Main Street	0.04 AC	700
209-066	L/O Main Street	0.75 AC	800
209-067	L/O Main Street	0.67 AC	20,700
209-078	L/O River Road	3.90 AC	4,600
420-032	L/O Main Street	4.60 AC	35,100
422-005-001	L/B Trudeau Road	12.10 AC	427,700
Total Misc. – State of NH			<u>\$ 537,700</u>

PROPERTIES DEEDED PROIR TO 2019

201-031	L/O Rocks Edge Road	0.52 AC	\$ 5,200
202-037	L/O Main Street	8.60 AC	28,800
203-030	L/O Pine Street	0.41 AC	22,800
206-063-001	L/O Maple Street	24.70 AC	54,800
403-020	L/O Caswell Heights	0.04 AC	-
406-021-003	L/O Whitefield Road	5.00 AC	21,200
413-041	L/O Mt. View Lane	2.20 AC	13,400
414-014	L/B Maple Street	0.96 AC	28,900
419-050	L/O Main Street	4.50 AC	4,700
419-051	L/O Main Street	0.90 AC	900
Total Land and Buildings			<u>\$ 180,700</u>

OWNERS UNKNOWN

203-075	L/O Evergreen Lane	0.38 AC	\$ 21,200
205-048	L/O Doris Street	0.13 AC	1,600
207-020	L/O Other End Road	0.58 AC	2,000
209-079	L/O River Road	0.07 AC	100
209-080	L/O River Road	2.20 AC	7,400
417-006	L/O Whitefield Town Line	2.70 AC	3,200
Total Unknown			\$ 35,500

TAX EXEMPT ORGANIZATIONS**RELIGIOUS**

203-051	All Souls Durrell Methodist Church	0.85 AC	\$ 36,800
203-052	United Methodist Church	0.35 AC	391,400
204-049	Congregation Madhzikei Hadas	0.61 AC	416,200
204-073	Bethlehem Hebrew Congregation	0.44 AC	435,500
207-007	Our Lady of the Fairways	0.11 AC	-
402-027	Bread of Life United Pentecostal Church	1.87 AC	250,100
405-042	Assembly of God	2.50 AC	737,300
416-051	Bethlehem Christian Center	91.50 AC	222,940
Total Religious			\$ 2,490,240

NON-PROFIT ORGANIZATIONS

203-047-1-11	B/O WREN		\$ 148,200
203-047-002	L/B WREN	0.29 AC	102,600
205-016	L/B Colonial Theatre	0.50 AC	272,700
207-005	Friendship House	9.33 AC	916,800
403-012	Burch House	14.70 AC	359,200
412-016	L/O Copper Cannon Camp	39.10 AC	46,500
412-017	L/B Copper Cannon Camp	46.80 AC	400,700
412-017-99	B/O Copper Cannon Camp	-	682,500
412-018	L/O Copper Cannon Camp	24.10 AC	38,900
412-019	L/O Copper Cannon Camp	16.00 AC	34,100
Total Non-Profit Organizations			\$ 3,002,200

FOREST

204-043-001	L/O Strawberry Hill Reservation	53.50 AC	\$ 106,500
210-016	USA	109.00 AC	190,800
412-022-002	USA	210.36 AC	250,300
413-058	NH - Cushman	26.00 AC	30,900
422-003	USA-Gale River	50.38 AC	86,900
422-004	US Forest Service	342.00 AC	407,000
422-005	US Forest Service	31,112.90 AC	37,024,400
Total Forest			\$ 38,096,800

FOR-PROFIT ORGANIZATIONS

White Mountain School	ASSESSMENT	EXEMPTION
	\$ <u>6,494,988</u>	\$ <u>4,969,050</u>
Total For-Profit Organizations	\$ 6,494,988	\$ 4,969,050

PAYMENT IN LIEU OF TAXES

		Assessed Value	Payment
NFI North, Inc.	1.90 AC	\$ 174,800	\$ 4,000
Bethlehem Senior Housing Associates	2.18 AC	937,400	6,224
SPNHF	1,326.50 AC	<u>1,321,800</u>	<u>8,000</u>
Total		<u>\$2,434,000</u>	<u>\$ 18,224</u>

SUMMARY - INVENTORY OF VALUATION

Current Use Land	\$ 1,191,776	
Residential Land	41,937,025	
Commercial/Industrial Land	4,601,875	
Total Taxable Land		\$ 47,730,676
Residential Building	\$ 170,086,975	
Manufactured Housing	4,826,700	
Commercial/Industrial Building	32,098,749	
Total Taxable Buildings		\$ 207,012,424
Utilities		
Public Utilities		\$ 6,357,960
Other Utilities		335,600
Valuation Before Exemptions		\$ 261,436,660
Elderly Exemptions	\$ 1,400,000	
School Exemption	150,000	
Wood Heating System Exemption	28,100	
Total Exemptions Off Valuation		\$ (1,428,100)
Net Valuation On Which Tax Rate Is Computed		\$ 259,858,560
Less the A list utilities		\$ (6,357,960)
Net Valuation Without Utilities On Which Tax Rate For State Education Tax is Computed		\$ 253,500,600
Other Credits and Exemptions		
Totally & Permanently Disabled Veterans		\$ 36,000
War Service Credits		\$ 57,500
Tax Exempt Land & Buildings		\$ 62,679,100

TAX RATE ON \$1,000 VALUATION

Municipal	\$5.68
County	\$1.87
Schools	\$16.94
State	\$2.24
Total	\$ 26.73

Village District\$0.96

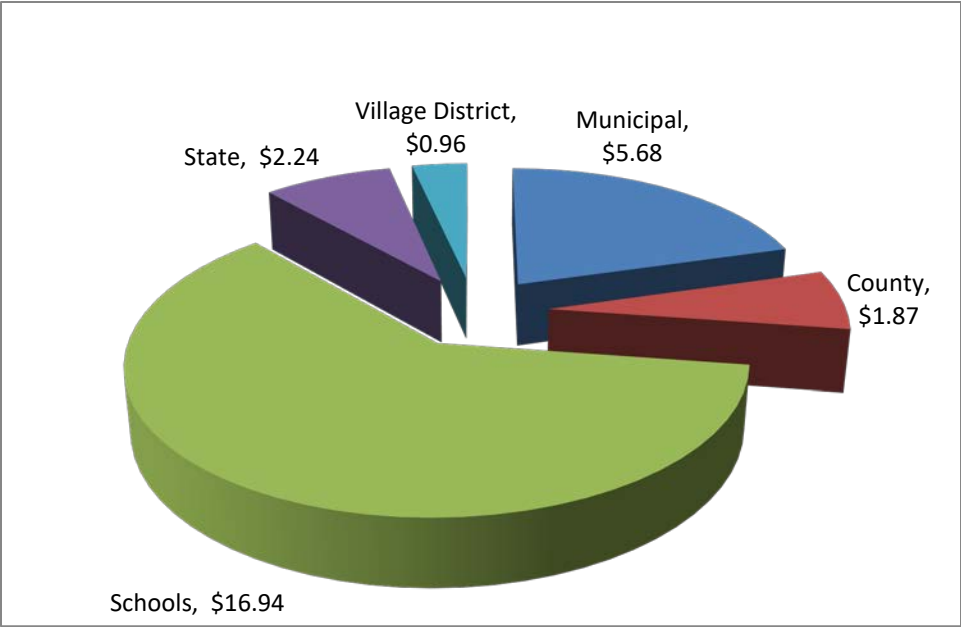
TOTAL.....\$27.69

Net Assessed Valuation -\$259,858,560

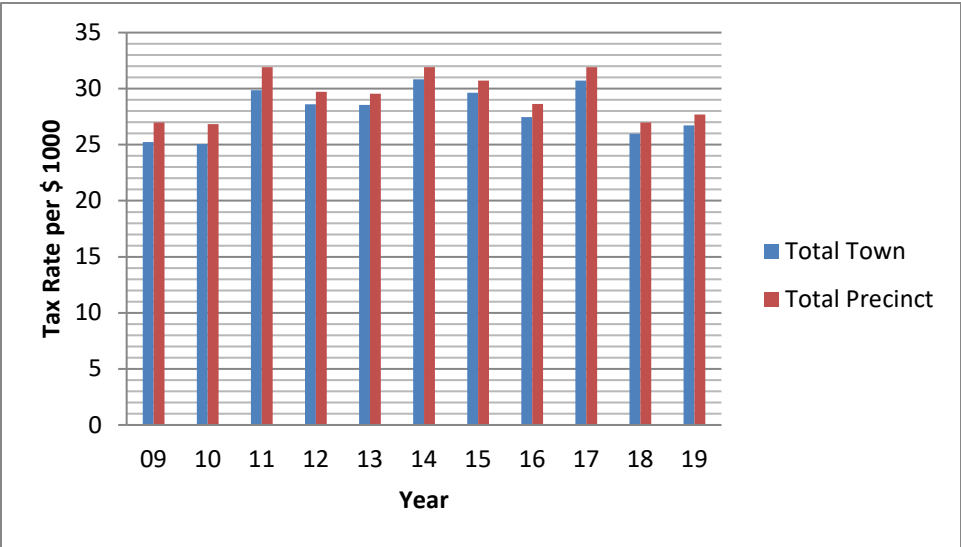
Net Assessed Valuation - Village District\$85,016,763

<u>Year</u>	<u>Municipal</u>	<u>Village</u>	<u>School</u>	<u>County</u>	<u>State</u>	<u>Total Town</u>	<u>Total Precinct</u>
1990	3.41	2.48	13.91	1.12		18.44	20.92
1991	2.87	2.45	15.28	1.01		19.16	21.61
1992	4.19	2.23	16.87	1.12		22.18	24.41
1993	4.16	2.15	17.04	1.06		22.26	24.41
1994	4.98	2.47	18.13	1.15		24.26	26.73
1995	4.71	2.74	19.64	1.24		25.59	28.33
1996	3.27	2.69	20.85	1.12		25.24	27.93
1997	3.46	2.69	20.74	1.25		25.45	28.14
1998	6.78	1.41	27.22	1.56		35.56	36.97
1999	8.62	1.32	12.64	1.67	7.25	30.18	31.50
2000	12.98	1.16	15.53	1.78	7.30	37.59	38.75
2001	5.21	1.15	15.21	1.96	7.71	30.09	31.24
2002	5.80	1.84	17.23	1.86	6.41	31.30	33.14
2003	5.80	3.27	18.97	2.36	6.03	33.16	36.43
2004	3.60	2.10	12.58	1.28	2.84	20.30	22.40
2005	3.59	1.85	12.71	1.30	2.51	20.11	21.96
2006	3.86	2.33	13.28	1.22	2.34	20.70	23.03
2007	5.49	2.30	14.93	1.34	2.38	24.14	26.44
2008	6.66	1.73	15.27	1.51	2.30	25.74	27.47
2009	6.42	1.73	15.02	1.41	2.39	25.24	26.97
2010	7.79	1.78	13.56	1.34	2.37	25.06	26.84
2011	8.90	2.04	16.61	1.72	2.64	29.87	31.91
2012	8.74	1.11	15.44	1.65	2.78	28.61	29.72
2013	7.12	1.01	17.22	1.64	2.57	28.55	29.56
2014	7.12	1.09	19.33	1.88	2.50	30.83	31.92
2015	5.75	1.09	19.32	1.78	2.77	29.62	30.71
2016	5.48	1.17	17.82	1.77	2.39	27.46	28.63
2017	7.49	1.19	18.96	2.02	2.25	30.72	31.91
2018	5.74	1.02	16.13	1.93	2.17	25.97	26.99
2019	5.68	0.96	16.94	1.87	2.24	26.73	27.69

2019 TAX RATE BREAKDOWN



TAX RATE HISTORY



TREASURER'S REPORT

Source of Funds

Miscellaneous Revenue	\$ 396,836.82
Tax Collector	6,669,008.78
Town Clerk	551,617.85
Ambulance Revenue	56,119.73
Trust Reimbursement	61,862.67
Rooms & Meals	130,918.77
NCES Host Fee	227,489.57
Highway Block Grant	111,487.98
Municipal Aid	33,836.60
Interest Earned	2,622.16

Total	\$ 8,241,800.93
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Use of Funds

Payroll	\$ 892,083.56
Payroll Taxes	213,957.45
Accounts Payable Net	7,423,160.81
Due to Highway Revolving Fund	37,441.61
WCM Access	270.00

Total	\$ 8,492,030.21
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TREASURER'S REPORT

Bethlehem Country Club

Source of Funds

Memberships	\$ 50,458.50	
Green Fees	69,952.32	
Golf Carts	69,147.18	
Innkeepers	3,133.00	
10 Ride	580.00	
Miscellaneous Revenue	1,652.69	
Pro Shop - Sku	9,437.75	
Tournaments	1,876.50	
GHIN	1,855.00	
Restaurant	1,376.32	
Function	100.00	
Snacks	3,595.00	
Liquor	5,179.00	
Interest	96.16	
Total		\$ 218,439.42

Use of Funds

Club House Expenses	\$ 75,739.02	
Course Expenses	123,357.88	
Restaurant/Liquor	13,627.74	
Bank Charges-Credit Card	4,073.24	
Bank Charges Credit Card Restaurant	119.80	
NH State Rooms & Meals Tax	530.00	
Total		\$ 217,447.68

2019 Revenues Over Expenditures

\$ 991.74

TREASURER'S REPORT

Recreation Fund

Source of Funds

Income Received

After School	\$ 17,168.50	
Credit Card Processing Fee	174.00	
Sports	2,005.00	
Summer	16,271.50	
Field Trips	960.00	
Miscellaneous	0.00	
Interest Earned through December	47.00	
Total		\$ 36,626.00

Use of Funds

Summer Counselor Salary	\$ 10,000.00	
Payroll Taxes	765.00	
Telephone	450.15	
Park Electricity	349.42	
Fuel	0.00	
Rec Staff Training/Conference	191.82	
Snack Program	786.99	
Sports	7,541.21	
Rec Services & Supplies	5,562.39	
Postage	0.00	
Field Trips	7,044.85	
Summer	1,381.21	
Recreation Properties	9,584.15	
Total		\$ 43,657.19

2019 Revenues Over Expenditures	\$ (7,031.19)
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Roberts & Greene, PLLC

INDEPENDENT AUDITOR'S REPORT

To the Members of the Board of Selectmen
Town of Bethlehem
Bethlehem, New Hampshire 03574

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

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 opinions.

Basis for Adverse Opinion on the Governmental Activities

As discussed in Note I.B.3. to the financial statements, management has not recorded the capital assets in governmental activities, and accordingly, has not recorded depreciation expense on those assets. Accounting principles generally accepted in the United States of America require that the 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.

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

Also as discussed in Note I.B.3., the Town has not recorded its total liability for postemployment benefits other than pensions, nor the related expenses and deferrals, as required by generally accepted accounting principles. The amount by which this departure would affect the liabilities, net position, and expenses of the governmental activities is not reasonably determinable.

Adverse Opinion

In our opinion, because of the effects of the matters discussed in the preceding two paragraphs, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the governmental activities of the Town of Bethlehem as of December 31, 2018, or the changes in financial position thereof for the year then ended.

Unmodified Opinions

Also, in our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund and the aggregate remaining fund information of the Town of Bethlehem, as of December 31, 2018, and the respective changes in financial position thereof and the budget to actual comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the pension related information on pages 27 – 29 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The Town of Bethlehem has not presented a management's discussion and analysis. Accounting principles generally accepted in the United States of America have determined that the management's discussion and analysis is necessary to supplement, but is not required to be part of, the basic financial statements.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements of the Town of Bethlehem. The combining and individual fund schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. They 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. The 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 financial statements or to the 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.

December 4, 2019

Roberta A. Adamez, Ph.D.

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

		Program Revenues			Net (Expenses) Revenues and Change in Net Position
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental activities:					
General government	\$ 652,341	\$ 12,263	\$ -	\$ -	\$ (640,078)
Public safety	767,432	56,796	35,036	-	(675,600)
Highways and streets	742,319	301	-	110,063	(631,955)
Sanitation	6,391	222,248	-	-	215,857
Health	31,621	-	-	-	(31,621)
Welfare	3,115	-	-	-	(3,115)
Culture and recreation	554,495	284,333	-	-	(270,162)
Conservation	890	-	-	-	(890)
Interest on long-term debt	17,467	-	-	-	(17,467)
Capital outlay	623,856	-	483,168	-	(140,688)
Total governmental activities	<u>\$ 3,399,927</u>	<u>\$ 575,941</u>	<u>\$ 518,204</u>	<u>\$ 110,063</u>	<u>(2,195,719)</u>
General revenues:					
Property taxes					1,145,198
Other taxes					166,840
Licenses and permits					526,097
Grants and contributions not restricted to specific programs					131,124
Miscellaneous					<u>152,841</u>
Total general revenues					<u>2,122,100</u>
Change in net position					(73,619)
Net position, beginning					<u>581,053</u>
Net position, ending					<u>\$ 507,434</u>

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

EXHIBIT 5
TOWN OF BETHLEHEM, NEW HAMPSHIRE
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Year Ended December 31, 2018

	General	CDBG	Expendable Trust	Other Governmental Funds	Total Governmental Funds
Revenues:					
Taxes	\$ 1,089,174	\$ -	\$ -	\$ 141	\$ 1,089,315
Licenses, permits and fees	526,097	-	-	-	526,097
Intergovernmental	276,344	483,168	-	-	759,512
Charges for services	300,621	-	-	273,703	574,324
Miscellaneous	101,490	-	(1,136)	52,230	152,584
Total revenues	<u>2,293,726</u>	<u>483,168</u>	<u>(1,136)</u>	<u>326,074</u>	<u>3,101,832</u>
Expenditures:					
Current:					
General government	647,399	-	43,907	5,000	696,306
Public safety	767,873	-	6,391	200	774,464
Highways and streets	742,484	-	-	-	742,484
Health	31,621	-	-	-	31,621
Welfare	3,115	-	-	-	3,115
Culture and recreation	215,987	-	-	338,532	554,519
Conservation	390	-	-	500	890
Debt service	97,798	-	-	-	97,798
Capital outlay	59,085	483,394	5,829	-	548,308
Total expenditures	<u>2,565,752</u>	<u>483,394</u>	<u>56,127</u>	<u>344,232</u>	<u>3,449,505</u>
Deficiency of revenues under expenditures	<u>(272,026)</u>	<u>(226)</u>	<u>(57,263)</u>	<u>(18,158)</u>	<u>(347,673)</u>
Other financing sources (uses):					
Transfers in	-	-	194,000	4,185	198,185
Transfers out	(194,880)	-	-	(3,305)	(198,185)
Total other financing sources and uses	<u>(194,880)</u>	<u>-</u>	<u>194,000</u>	<u>880</u>	<u>-</u>
Net change in fund balances	(466,906)	(226)	136,737	(17,278)	(347,673)
Fund balances, beginning	1,172,877	226	443,713	585,126	2,201,942
Fund balances, ending	<u>\$ 705,971</u>	<u>\$ -</u>	<u>\$ 580,450</u>	<u>\$ 567,848</u>	<u>\$ 1,854,269</u>

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

TOWN CLERK'S REPORT

The total money collected in the Town Clerk's Office between January 1, 2019 and December 31, 2019 is as follows:

<i>Motor Vehicle Permits</i>	\$ 534,433.49
<i>Boat Permit Fee's</i>	\$ 693.68
<i>Dog License Fee's</i>	\$ 2,541.50
<i>Dog Fine's</i>	\$ 415.00
<i>Marriage License</i>	\$ 1,300.00
<i>Vital Records (birth, marriage, death certificates)</i>	\$ 4,335.00
<i>Cemetery Fee's</i>	\$ 4,000.00
<i>UCC Filing Fee's</i>	\$ 895.00
<i>Miscellaneous (checklist copies, bank charges, postage, cart fees)</i>	\$ <u>504.00</u>
<i>TOTAL:</i>	\$ 551,617.67

Monthly Statistics

	# of Motor Vehicle Permits Issued	# of Boat Permits Issued	# State Titles Issued	# of Dog Licenses Issued	# of Vital Records Issued
January	272	1	67	4	28
February	236	0	48	87	34
March	296	0	70	78	35
April	333	14	82	115	20
May	373	23	81	39	34
June	347	3	100	30	32
July	414	3	120	18	35
August	342	1	91	6	18
September	266	1	73	0	36
October	343	0	75	6	34
November	220	0	50	9	36
December	<u>241</u>	<u>3</u>	<u>46</u>	<u>5</u>	<u>18</u>
TOTALS	3683	46	903	397	360

We enjoy seeing all of you in the office each year but if you are not able to make it, know that you have an alternative. Instead of waiting and risk expiration, feel free to try the online services at bethlehemnh.org; your registration, vital record, or dog license will be mailed to you.

Mary Jackson, NH Certified Town Clerk
Susan McClain, Deputy Town Clerk

TAX COLLECTOR REPORT

	DEBITS		
Levies of:	2019	2018	2017/Prior
Uncollected Taxes Beginning of Year:			
Property Taxes	\$ 0.00	\$ 639,326.45	\$ 2,270.01
Land Use Change	0.00	470.00	0.00
Yield Taxes	0.00	0.00	0.00
Excavation	0.00	0.00	0.00
Prepayment	(749.32)	(8,650.65)	(637.18)
Taxes Committed This Year:			
Property Taxes	\$ 6,916,911.97	0.00	0.00
Land Use Change	0.00	0.00	0.00
Yield Taxes	15,308.41	0.00	0.00
Excavation Tax	605.52	0.00	0.00
Other: Misc. other charge	0.00	0.00	0.00
Overpayments:			
Property Taxes	0.00	0.00	464.86
Yield Taxes	0.00	0.00	0.00
Costs before lien	0.00	0.00	0.00
Interest Collected	<u>1,726.18</u>	<u>32,708.64</u>	<u>731.14</u>
TOTAL DEBITS	\$ 6,933,802.76	\$ 668,836.02	\$ 2,828.83
CREDITS			
Remitted to Treasurer			
During Fiscal Year:			
Property Taxes	\$ 6,270,937.94	\$ 512,912.67	\$ 272.62
Land Use Change	0.00	470.00	0.00
Yield Taxes	15,294.49	0.00	0.00
Interest	1,726.18	32,708.64	731.14
Excavation Tax	605.52	0.00	0.00
Other	0.00	0.00	0.00
Abatements Made:			
Property Taxes	7,209.57	122,681.20	912.89
Land Use Change	0.00	0.00	0.00
Yield Taxes	0.00	0.00	0.00
Excavation	0.00	0.00	0.00
Other	0.00	0.00	0.00
Current Levy Deeded	0.00	0.00	0.00
Uncollected Taxes End of Year			
Property Taxes	643,428.01	63.51	1,360.21
Yield Taxes	13.92	0.00	0.00
Interest	0.00	0.00	0.00
Other	0.00	0.00	0.00
Property Tax Credit Balance	<u>(4,663.55)</u>	<u>0.00</u>	<u>(448.03)</u>
TOTAL CREDITS	\$ 6,933,802.76	\$ 668,836.02	\$ 2,828.83

SUMMARY OF TAX LIEN ACCOUNTS

DEBITS

	2018	2017	2016/Prior
Unredeemed Liens			
Beginning of Fiscal Year:	\$ 0.00	\$ 174,620.90	\$ 133,423.42
Credit Balance	0.00	0.00	0.00
Liens Executed			
During Fiscal Year	309,835.68	0.00	0.00
Interest and Costs Collected			
After Lien Execution	<u>3,661.13</u>	<u>3,727.76</u>	<u>40,689.34</u>
TOTAL DEBITS	\$ 313,496.81	\$ 178,348.66	\$ 174,132.76

CREDITS

Remittance to Treasurer:	\$ 55,218.92	\$ 12,255.80	\$ 51,932.04
Interest & Costs Collected			
After Lien Execution	3,661.13	3,727.76	40,689.34
Abatements of			
Unredeemed Taxes	584.31	668.39	67.92
Liens Deeded To Municipality	5,693.32	6,751.57	17,969.26
Unredeemed Liens			
End of Year	<u>248,339.13</u>	<u>154,945.14</u>	<u>63,474.14</u>
TOTAL CREDITS	\$ 313,496.81	\$ 178,348.66	\$ 174,132.76

DETAILED STATEMENT OF EXPENDITURES

Executive	BUDGET	ACTUAL	PROPOSED
Clerical	\$ 37,411	\$ 36,541	\$ 38,700
Assistant Salary	52,921	52,626	54,509
Longevity Bonus	-	-	500
Selectmen's Salaries	8,000	8,000	8,000
Auditors	15,750	15,250	15,750
SS/MC Taxes	7,522	7,039	7,781
NH Retirement	10,185	9,857	10,467
Registry	100	-	100
Telephone	1,100	878	1,000
Hardware Support	9,700	9,694	9,700
Computer Expense	8,000	8,135	8,500
Professional Consulting	2,500	-	500
Printing	2,500	1,495	2,000
Dues	3,200	3,228	3,370
NHMA Membership Dues	2,284	2,284	2,220
Public Notices	1,300	1,282	1,400
Office Supplies	1,000	1,194	1,300
Postage	1,100	1,209	1,200
Book & Periodicals	36	36	192
Miscellaneous	2,500	1,457	2,072
Equipment Lease	-	-	-
Equipment Repair & Maintenance	500	300	500
Training & Conferences	150	125	150
Total Executive	<u>167,759</u>	<u>160,630</u>	<u>169,911</u>
Town Clerk			
Town Clerk Salary	30,194	30,144	31,100
Deputy Town Clerk	9,000	6,091	8,000
Moderator	800	400	1,700
Supervisors of the Checklist	2,100	2,100	2,100
Ballot Clerks	725	465	2,796
SS/MC Taxes	3,159	2,933	3,152
Meals	225	119	625
Telephone	1,080	878	1,000
Information Systems	3,000	2,841	2,999
Services/Supplies	5,600	3,402	9,100
Dues & Education	165	175	205
Postage	600	551	600
Copier Maintenance	420	396	855
Mileage	150	50	150
Advertising	350	-	250
Payment to Government Agencies	4,200	4,039	4,000
Total Town Clerk	<u>61,768</u>	<u>54,584</u>	<u>68,632</u>

Tax Collector

Tax Collector's Salary	22,728	23,017	23,410
Deputy Tax Collector	6,641	4,173	6,641
Treasurer's Salary	8,240	8,240	8,240
Deputy Treasurer Salary	1,000	825	1,000
SS/MC Taxes	2,954	2,774	3,006
Registry	700	496	700
Telephone	500	461	500
Information System	2,500	2,052	2,268
Services	3,350	2,417	3,350
Treasurer Services	500	90	500
Dues & Education	200	186	200
Supplies	1,950	1,300	2,500
Postage	4,000	3,848	4,100
Mileage	100	191	110
Copier Maintenance	600	596	600
Total Tax Collector	<u>55,963</u>	<u>50,666</u>	<u>57,330</u>

Assessing

Registry	300	80	300
Assessing	18,720	18,720	18,720
Update Maps	2,250	2,250	2,250
GIS Online Hosting	2,400	2,400	2,400
Computer Software Maintenance	4,750	4,502	5,000
Equipment Software Purchases	10,000	5,000	-
Supplies/Services	200	186	1,000
Postage	100	1	100
Education & Mileage	100	38	100
Total Assessing	<u>38,820</u>	<u>33,177</u>	<u>29,870</u>

Legal

Legal Expense	27,000	5,844	15,000
Zoning/Code Enforcement	-	-	-
Northern Pass	3,000	-	-
Total Legal	<u>30,000</u>	<u>5,844</u>	<u>15,000</u>

Planning & Zoning

Secretary's Salary	14,020	12,858	14,020
Consulting Services	200	-	200
SS/MC Taxes	1,072	984	1,072
Legal Expense	1,250	168	1,200
Registry	600	459	600
Advertising	2,850	1,011	2,250
Telephone	480	461	480
Services	800	120	600
Supplies	420	274	300
Postage	1,000	141	1,100
Total Planning & Zoning	<u>22,692</u>	<u>16,476</u>	<u>21,822</u>

Government Building

Cemetery Salary	8,117	2,589	3,000
GGB Salaries	10,500	18,993	19,000
SS/MC Taxes	1,424	1,649	1,683
Cemetery Maintenance	4,800	3,699	4,800
Cemetery Equipment Purchase	500	-	500
Cemetery Software	1,200	1,200	1,200
Out-of-District Hydrants	2,000	480	1,500
Lights	10,500	10,167	10,250
Heating Fuel	11,000	10,517	24,500
Building Maintenance	10,000	12,486	15,000
Cleaning Services	8,000	7,600	8,000
Supplies	4,500	3,298	4,000
Equipment Repair	1,100	2,002	2,000
Vehicle Mileage	-	-	-
Parking Lot	-	-	5,000
Total Government Building	<u>73,641</u>	<u>74,680</u>	<u>100,433</u>

Insurance

Insurance Claim Expense	2,000	-	2,000
Health Insurance	158,364	148,975	177,080
Dental Insurance	11,101	10,840	12,603
Property-Liability Insurance	41,955	40,175	40,725
Workers' Comp Insurance	18,036	17,906	29,606
Unemployment Insurance	<u>7,532</u>	<u>7,532</u>	<u>3,260</u>
Total Insurance	<u>238,988</u>	<u>225,428</u>	<u>265,274</u>

Visitors' Center

Visitors' Center	6,000	5,837	6,000
Visitors' Center SS/MC	405	446	460
Visitors' Center Service/Supplies	3,950	4,202	3,950
Exterior Painting	<u>8,000</u>	<u>6,195</u>	<u>-</u>
Total Visitors' Center	<u>18,355</u>	<u>16,680</u>	<u>10,410</u>

Wood Assessor

Salary	2,000	1,134	2,000
Mileage	<u>200</u>	<u>70</u>	<u>200</u>
Total Wood Assessor	<u>2,200</u>	<u>1,204</u>	<u>2,200</u>

Police

Police Chief Salary	74,652	80,348	77,640
Holiday	3,158	-	3,253
Officers' Salaries	264,397	243,324	274,766
Special Detail	1,000	9,832	1,000
Prosecutor	30,000	30,164	30,000
SS/MC Taxes	4,977	4,635	5,172
NH Retirement	99,290	92,115	101,114
Telephone	6,800	7,988	6,800
Services/Supplies	9,678	8,504	10,358
Animal control Misc. Supplies	1,000	240	1,000

Office Supplies	2,500	1,473	2,500
Postage	450	261	450
Ammo/Range	3,600	1,026	3,600
Fuel/Gas	11,957	10,506	11,957
Cruiser	11,788	11,788	11,788
Cruiser 1(2018 F150)	2,500	1,101	2,500
Cruiser 2 (2015 Explorer)	2,500	39,735	2,500
Cruiser 3 (2010 Expedition)	2,500	837	2,500
Cruiser 4 (2013 Explorer)	2,500	996	2,500
Tech Support	2,500	1,519	2,500
Mileage	1,100	1,471	1,100
Printer/Copier Lease	2,000	1,887	2,000
Training	1,500	1,572	1,500
Uniforms	4,000	8,683	4,000
Total Police	<u>546,347</u>	<u>560,005</u>	<u>562,497</u>
Fire			
Chief	52,450	53,695	54,024
Holiday	-	-	2,285
Longevity	-	-	500
Volunteer Firemen	33,000	33,476	33,000
Assistant Fire Chief	1,500	1,500	1,500
Fire Chief SS/MC Taxes	3,285	3,659	3,512
Fire Chief NH Retirement	16,254	16,304	17,094
Training	3,000	1,662	3,000
Telephone	1,000	1,161	1,000
Office Supplies	1,000	52	1,000
Service/Supplies	6,000	6,349	6,000
Station Maintenance	2,000	503	2,000
Dues & Memberships	1,500	1,369	1,500
Fuel/Gas	1,000	852	1,000
Equipment/Vehicle Repair	1,000	173	1,000
Fire Chief's Vehicle	3,000	3,000	3,000
1977 Ford Ladder Truck	2,000	-	2,000
1998 Freightliner Tanker	2,000	65	2,000
2000 FL80 Freightliner	1,500	1,632	1,500
2004 Freightliner E-One	1,500	913	1,500
Reports and Codes	2,000	2,070	2,000
Equipment Purchase	12,000	7,449	12,000
Communication Maintenance	<u>2,500</u>	<u>603</u>	<u>2,500</u>
Total Fire	<u>149,489</u>	<u>136,487</u>	<u>154,915</u>
Building Inspection			
Salary	15,500	13,251	15,500
Building SS/MC	1,186	1,014	1,186
Supplies	150	21	75
Cell Phone	384	366	372
Dues	35	35	110
Postage	50	36	50

Mileage	288	300	300
Training	<u>200</u>	<u>-</u>	<u>200</u>
Total Building Inspection	17,793	15,023	17,793
Emergency Management			
Emergency Management Plan	250	-	250
Forest Fire	<u>250</u>	<u>-</u>	<u>250</u>
Total Emergency Management	500	-	500
Public Safety			
Dispatcher Grafton County	<u>85,000</u>	<u>77,924</u>	<u>85,000</u>
Total Public Safety	85,000	78,924	85,000
Highway			
Road Agent Salary	57,963	60,954	59,702
Holiday	-	-	2,525
Longevity	-	-	500
Salary	226,600	229,876	233,398
SS/MC Taxes	21,769	21,034	22,654
NH Retirement	32,084	29,480	33,077
Gravel	5,000	3,694	5,000
Salt	17,000	19,437	18,000
Sand	22,000	30,838	27,000
Stone	2,000	457	2,200
Telephone	1,600	1,423	1,450
Services	9,500	12,511	11,000
Lights	3,453	3,714	3,800
Heating Oil	2,300	3,105	2,700
DOT Testing	400	180	300
Culverts	4,000	2,949	4,000
1976 Hyster Roller	200	13	200
98 CAT Loader	2,500	4,211	2,500
85 Case Mower	6,000	-	-
01 Freightliner #3	500	266	-
96 Ford L-8000 #2	2,500	2,303	2,000
70 CAT Grader	500	101	500
Sprayer/Paint	800	832	850
Wood Chipper	200	329	200
07 Freightliner #7	5,000	11,626	6,300
09 Sterling Dump #6	6,000	5,823	6,000
10 International #12	4,500	4,301	4,600
2014 Freightliner #14	4,500	10,607	6,500
2006 Ford F-150	2,000	831	-
Public Notices	300	166	200
Supplies	9,500	9,623	9,500
Hand Tools	1,200	2,277	1,400
Office Supplies	400	218	275
Fuel & Lubricants	29,000	33,532	32,000

Grease & Oil	2,000	1,312	1,500
Uniforms/Boots	6,200	6,236	6,200
Asphalt	230,000	205,479	230,000
Backhoe	3,000	1,925	3,000
2016 Dodge 5500	2,000	3,711	3,000
2018 Freightliner Dump Truck	2,000	1,779	2,000
2017 John Deere Mower	-	-	500
2019 Dodge Pick Up	-	-	500
Total Highway	<u>726,469</u>	<u>727,153</u>	<u>747,031</u>
Street Lights			
Street Lights	<u>27,000</u>	<u>24,014</u>	<u>26,000</u>
Total Street Lights	27,000	24,014	26,000
Ambulance			
Attendants	20,000	22,146	23,000
Assistant Chief	1,500	1,500	1,500
SS/MC Taxes	1,645	1,809	1,874
Training	3,500	2,990	4,500
Maintenance	500	100	500
Services/Supplies	3,500	2,405	3,500
Fuel	1,000	1,530	1,800
Billing Services	<u>5,000</u>	<u>5,537</u>	<u>5,600</u>
Total Ambulance	36,645	38,017	42,274
Direct Assistance			
Rent	8,000	6,982	8,000
Miscellaneous	2,500	2,597	2,750
Lights	1,000	730	750
Fuel	<u>550</u>	<u>-</u>	<u>500</u>
Total Direct Assistance	12,000	10,309	12,000
Parks/Recreation			
Salaries	17,000	23,248	20,000
Director Salary	41,000	42,179	41,000
SS/MC Taxes	4,437	3,966	4,761
NH Retirement	4,306	4,665	4,717
Pool Salaries	23,000	23,526	25,000
Pool SS/MC Taxes	1,759	1,799	1,913
Pool Chemicals/Oversight	14,000	13,581	14,000
Pool Electricity	5,000	3,546	5,000
Pool Maintenance	5,000	4,003	5,000
Pool Supplies	2,500	2,627	2,500
Pool Training	600	876	600
Concessions	1,000	464	1,000
Programming	600	286	600
Marketing	<u>200</u>	<u>-</u>	<u>200</u>
Total Parks/Recreation	120,402	124,766	127,920

Library			
Library	<u>121,500</u>	<u>121,500</u>	<u>123,621</u>
Total Library	121,500	121,500	123,621
Conservation			
Services	<u>1,270</u>	<u>1,270</u>	<u>1,270</u>
Total Conservation	1,270	1,270	1,270
T.A.N. Interest			
Tax Anticipation Note	<u>10,000</u>	<u>-</u>	<u>10,000</u>
Total T.A.N Interest	10,000	-	10,000
Debt Service			
Costs for Town Building Construction	51,847	51,835	50,424
Ambulance	16,557	16,557	8,846
Highway Lot Restoration	16,561	16,354	15,610
Cat Backhoe	<u>11,154</u>	<u>11,154</u>	<u>11,155</u>
Total Debt Service	96,119	95,900	86,035
Total Budget excluding Warrant Articles, Special Revenue and Revolving Funds			\$ 2,737,738

WARRANT ARTICLES

Culture & Recreation			
Gazebo Entertainment	<u>7,500</u>	<u>7,500</u>	<u>7,500</u>
Total Culture & Recreation	7,500	7,500	7,500
Warrant Articles – Other			
911 Markers	<u>22,570</u>	<u>7,550</u>	<u>-</u>
Total Warrant Articles – Other	22,570	7,550	-
Health Agencies/Hospitals *			
Grafton County Senior Citizens	6,000	6,000	8,000
North Country Home Health	4,000	4,000	4,000
White Mountain Mental Health	3,121	3,121	3,121
Ammonoosuc Health Service	-	-	5,800
The Boys and Girls Club	2,500	2,500	2,500
Tri-County CAP	7,200	7,200	-
North Country Home Health & Hospice	-	-	4,000
Tyler Blain Homeless Shelter	3,000	3,000	-
Tri-County Transit	3,000	3,000	4,000
Center for New Beginnings	-	-	1,500
Tri-County CAP homeless intervention	<u>-</u>	<u>-</u>	<u>1,277</u>
Total Health Agencies/Hospital	28,821	28,821	34,198

* Submitted by petition warrant article

Capital Reserve Fund

Police Cruiser	23,000	23,000	25,000
Highway Truck	80,000	80,000	-
Emergency Safety Equipment	10,000	10,000	10,000
Ambulance New/Used	10,000	10,000	10,000
Fire Truck New/Used	20,000	20,000	20,000
Police Equipment	3,000	3,000	3,000
Assessing	23,000	23,000	23,000
Tech/Computer Fund	8,000	8,000	8,000
Solid Waste Disposal	35,000	35,000	20,000
Library Building Maintenance	-	-	14,450
Highway Equipment	-	-	25,000
Total Capital Reserve Fund	<u>212,000</u>	<u>212,000</u>	<u>158,450</u>

REVOLVING FUND**Bethlehem Country Club**

HS Club House Salary	17,000	30,092	30,000
HS SS/MC Taxes	1,301	2,302	2,295
HS Advertising	7,000	1,555	4,500
HS Telephone	1,200	1,382	1,200
HS Services/Supplies	5,000	6,597	6,000
HS Ghin-Handicap	2,600	1,986	2,100
HS Lights	1,600	1,611	1,500
HS Heat	2,000	1,058	1,600
HS/Building Maintenance	18,000	391	1,000
HS Improvements	1,000	-	-
HS Equipment Purchase	7,000	18,944	19,000
HS Workers Comp Insurance	1,700	895	1,500
HS Property Liability Insurance	1,200	631	645
HS Snack Food	-	653	700
HS Bank Service Fees	2,500	4,073	3,500
HS Pro Shop Inventory	12,000	7,855	10,000
CR Salary	60,000	49,958	52,500
CR Department Head Salary	36,000	38,007	38,192
CR SS/MC Taxes	7,344	6,729	6,500
CR Telephone	400	461	-
CR Water	49	-	-
CR Lights	900	771	700
CR Improvements	8,000	5,620	7,500
CR Equipment Rental	1,500	-	1,000
CR Equipment Purchase	10,000	-	10,000
CR Workers Comp Insurance	2,000	2,000	1,596
CR Property Liability Insurance	1,700	1,326	1,416
CR Dues/Prof Meetings	250	-	250
CR Supplies	2,500	2,673	3,000

CR Chemicals	8,500	8,255	8,500
CR Fuel/Lubricant	8,500	5,601	8,500
CR Equipment Repair	4,500	1,808	4,000
Debt. Service	8,588	-	-
CR Vehicle Mileage	300	209	200
Rest Salaries	25,000	3,927	5,000
Rest SS/MC Taxes	1,913	300	1,913
Rest Lights	1,000	737	1,000
Rest Equipment Purchase	4,000	20	2,000
Rest Property Liability Insurance	900	297	900
Rest Liquor	6,500	2,535	6,000
Restaurant Service & Supplies	23,640	3,864	6,000
Rest Rooms & Meals Tax	4,000	530	3,000
Rest Propane	1,500	-	1,000
Rest Bank Fees	700	120	500
Unemployment	7,002	1,947	2,400
Dept Head Salary from Growth	4,928	-	6,000
Improvements from Growth	10,000	-	8,888
Equipment from Growth	7,500	-	7,500
Total Bethlehem Country Club	<u>340,715</u>	<u>270,268</u>	<u>278,995</u>

REVOLVING FUND

Park & Recreation

Summer Counselor Salary	10,000	10,000	12,000
SS/MC Taxes	765	765	765
Telephone	600	450	600
PR Electricity	600	349	600
Rec Fuel	300	-	300
Recreation Staff Training/Conferences	500	192	500
Parks & Rec Snack Program	800	787	800
Sports Program	9,000	7,324	9,000
Service & Supplies	7,000	5,562	6,000
Postage	150	-	50
Field Trips	7,000	7,045	7,000
Summer Program	1,500	1,381	1,500
Recreation Properties	5,000	9,584	5,000
Total Parks & Recreation	<u>43,215</u>	<u>43,439</u>	<u>41,115</u>

TRUSTEES OF THE TRUST FUND REPORT

As you know, there we are two new trustees as of 2019, Rob Constantine (2 year term) and Peter Szeidler (3 year term). We began our terms participating in a day-long seminar for trustees presented by the NH Municipal Association acclimating us to our roles and responsibilities as trustees of the trusts. We also completed all of the necessary authorizations to act on the trusts on behalf of the citizens of the town. During the year, we had multiple requests for deposits and disbursements as requested via warrant article approvals from the appropriate governing body. Following is a summary (details included in accompanying financial reports):

- Town Capital Reserves: Deposits per warrant articles totaling \$146,000; Approved disbursements totaling \$15,934.40
- Village District Capital Reserves: Deposits per warrant articles totaling \$30,750; Approved disbursements totaling \$53,915
- Police & Emergency Services Capital Reserves: Deposits per warrant articles totaling \$77,787.57; Approved disbursements totaling \$45,928.27
- School Capital Reserves: Deposit per warrant articles totaling \$27,500; Approved disbursements totaling \$2,549.95 (closing of Parking Lot Fund as per warrant article)

Working with our financial advisor, Three Bearings Fiduciary Advisors, we transitioned all monies held in trust to Fidelity accounts – ensuring a range of appropriate investment options at competitive management rates with a recognized and secure investment firm. We are also currently working with the Attorney General’s office to reconcile all of the Private Trust accounts to ensure proper allocation of funds for various needs.

We look forward to future endeavors and continued relationships with the various Boards of the Town of Bethlehem.

Sincerely,
Peter Szeidler
Rob Constantine
Alan Jackson

Town Of Bethlehem
Report of the Trustees of Trust Funds
For the Calendar Year Ending December 31, 2019

First Deposit	Name of Fund	Purpose of Fund	How Invested	PRINCIPAL			INCOME			TOTAL Principal & Income	Ending Market Value
				Balance Beginning of Year	Additions- Withdraw Gain-Loss	Balance End of Year	Balance Beginning of Year	Net Income	Expended During Year	Balance End of Year	
CEMETERY											
1916- Perpetual Care 2009		Lot Maintenance	Common TF	14,196.49	340.43	14,536.92	35,875.04	1,749.31	0.00	37,624.35	56,402.22
Total Cemetery				14,196.49	340.43	14,536.92	35,875.04	1,749.31	0.00	37,624.35	56,402.22
PRIVATE TRUSTS											
1942 Library		Maintenance	Common TF	687.02	6.03	693.05	200.01	30.99	0.00	231.00	924.05
1929 Cruff - Town Building		Maintenance	Common TF	9,803.41	91.25	9,894.66	3,616.79	468.91	0.00	4,085.70	13,980.36
1930 Jeffries - Park Building		Maintenance	Common TF	968.63	14.57	983.20	1,173.72	74.83	0.00	1,248.55	2,231.75
1916 Phillips/Cruff		Needy Children	Common TF	6,016.92	224.29	6,241.21	26,961.43	1,152.40	0.00	28,113.83	34,355.04
Total Private Trusts				17,475.98	336.14	17,812.12	31,951.95	1,727.13	0.00	33,679.08	55,677.67
TOWN											
2015 Broadband		Equip. Purch.	Common CRF	100.45	0.84	101.29	3.48	2.26	0.00	5.74	107.03
2013 Distressed Buildings		Town Properties	Common CRF	3,099.16	26.22	3,125.38	109.97	69.53	0.00	179.50	3,304.88
1995 Highway Truck		Equip. Purch.	Common CRF	113,290.35	81,178.85	194,469.20	2,217.96	2,670.24	0.00	4,888.20	199,357.40
2007 Pool/Recreation Facility		Maintenance	Common CRF	5,386.25	45.57	5,431.82	191.37	120.86	0.00	312.23	5,744.05
2015 Property Assessment		Property Assessment	Common CRF	28,726.36	15,706.40	44,432.76	1,231.85	664.54	1,700.00	196.39	44,629.15
1995 Prospect St. Dump Closure		Dump Closure	Common CRF	115,086.94	953.30	116,040.24	5,672.64	2,592.80	6,674.40	1,591.04	117,631.28
2008 Road Maintenance		Maintenance	Common CRF	17,662.41	149.42	17,811.83	629.42	396.34	0.00	1,025.76	18,837.59
2016 Solid Waste Disposal		Solid Waste Disposal Facility/Transfer Station	Common CRF	100,338.26	35,941.51	136,279.77	2,318.19	2,297.54	0.00	4,615.73	140,895.50
2016 Tech/Computer		Computer & Technology Needs	Common CRF	24,061.50	8,223.36	32,284.86	402.75	546.81	0.00	949.56	33,234.42
2001 Town Building Maintenance		Maintenance	Common CRF	11,664.92	99.91	11,764.83	564.80	264.98	0.00	829.78	12,594.61
Total Town				419,416.60	142,325.38	561,741.98	13,342.43	9,625.90	8,374.40	14,593.93	576,335.91
											601,377.80

Town Of Bethlehem
Report of the Trustees of Trust Funds
For the Calendar Year Ending December 31, 2019

First Deposit	Name of Fund	Purpose of Fund	How Invested	PRINCIPAL			INCOME				TOTAL Principal & Income	Ending Market Value
				Balance Beginning of Year	Additions-Withdraw Gain-Loss	Balance End of Year	Balance Beginning of Year	Net Income	Expended During Year	Balance End of Year		
VILLAGE DISTRICT												
1995	H2O Maintenance	Maintenance	Common CRF	47,533.07	-2,534.34	44,998.73	1,706.83	1,028.35	0.00	2,735.18	47,733.91	49,807.96
2019	Short-Lived Asset Capital Reserve Fund	Short-Lived Asset	Common CRF	0.00	5,288.89	5,288.89	0.00	73.74	0.00	73.74	5,362.63	5,595.64
2013	Village District Intake CRF	Maintenance	Common CRF	45,162.13	-38,387.74	6,774.39	1,324.61	551.49	0.00	1,876.10	8,650.49	9,026.36
1995	Village District Pickup Truck	Equip. Purch.	Common CRF	24,560.69	8,264.55	32,825.24	571.25	656.86	0.00	1,228.11	34,053.35	35,532.97
1996	Wastewater Maintenance	Maintenance	Common CRF	25,182.00	5,251.62	30,433.62	1,086.56	639.34	0.00	1,725.90	32,159.52	33,556.86
Total Village District				142,437.89	-22,117.02	120,320.87	4,689.25	2,949.78	0.00	7,639.03	127,959.90	133,519.79
POLICE DEPARTMENT												
1996	Police Cruiser	Equip. Purch.	Common CRF	15,044.04	-8,000.93	7,043.11	542.33	478.49	950.50	70.32	7,113.43	7,422.51
2010	Police Dept. Em. Safety Equip.	Equip. Purch.	Common CRF	5,878.74	1,348.69	7,227.43	244.79	131.70	344.77	31.72	7,259.15	7,574.56
Total Police Department				20,922.78	-6,652.24	14,270.54	787.12	610.19	1,295.27	102.04	14,372.58	14,997.07
EMERGENCY SERVICES												
1997	Ambulance	Equip. Purch.	Common CRF	15,060.63	10,157.35	25,217.98	602.52	360.32	0.00	962.84	26,180.82	27,318.38
2008	Fire Dept. Em. Safety Equip.	Equip. Purch.	Common CRF	46,597.54	10,421.62	57,019.16	1,415.83	1,061.24	0.00	2,477.07	59,496.23	62,081.35
2009	Fire Truck	Equip. Purch.	Common CRF	62,130.45	20,575.96	82,706.41	1,177.64	1,413.58	0.00	2,591.22	85,297.63	89,003.83
Total Emergency Services				123,788.62	41,154.93	164,943.55	3,195.99	2,835.14	0.00	6,031.13	170,974.68	178,403.56

Town Of Bethlehem
Report of the Trustees of Trust Funds
For the Calendar Year Ending December 31, 2019

First Deposit	Name of Fund	Purpose of Fund	How Invested	PRINCIPAL			INCOME			TOTAL	Ending Market Value
				Balance Beginning of Year	Additions- Withdraw Gain-Loss	Balance End of Year	Balance Beginning of Year	Net Income	Expended During Year	Balance End of Year	
SCHOOL											
1994	BES Building & Improvements	Maintenance	Common CRF SAU 35	74,475.15	2,636.15	77,111.30	1,961.92	1,574.66	0.00	3,536.58	84,843.88
2003	BES Special Education	Special Education	Common CRF SAU 35	107,251.50	197.82	107,449.32	4,287.09	2,289.05	0.00	6,576.14	119,957.63
2011	BES Tech. Fund	Equip. Purch.	Common CRF SAU 35	12,541.45	23.04	12,564.49	447.99	266.56	0.00	714.55	13,969.88
2006	Profile Building Maintenance	Maintenance	Common CRF SAU 35	95,511.59	25,185.64	120,697.23	5,881.33	2,140.63	0.00	8,021.96	135,415.80
2006	Profile Special Education	Special Education	Common CRF SAU 35	201,764.60	373.59	202,138.19	8,878.56	4,322.94	0.00	13,201.50	226,542.74
2011	Profile Tech.	Equip. Purch.	Common CRF SAU 35	66,852.76	122.89	66,975.65	2,438.52	1,422.06	0.00	3,860.58	74,521.48
2016	Profile Tennis Court Expendable Trust Fund	Installing/Maintaining Tennis Courts	Common CRF SAU 35	5,045.01	9.25	5,054.26	167.24	106.96	0.00	274.20	5,605.67
2016	School District Parking Lot Fund	Parking Lot	Common CRF SAU 35	1,773.33	-1,773.33	0.00	728.81	44.08	772.89	0.00	0.00
Total School				565,215.39	26,775.05	591,990.44	24,791.46	12,166.94	772.89	36,185.51	660,856.78
GRAND TOTALS:				1,303,453.75	182,162.67	1,485,616.42	114,633.24	31,664.39	10,442.56	135,855.07	1,701,234.89

CEMETERY TRUSTEE'S REPORT

The trustees continue to work to keep the cemeteries of Bethlehem in good shape.

- Removal of dead trees and brush on and around the Maple St. Cemetery was begun.
- An inventory was done of necessary work to be done on around 50 stones. The work would include repairing sunken graves, straighten stones, repair animal holes around stones, etc. This was presented to the select board.
- The Cemesites computer program continues to be uploaded with plots, names, graves, etc. The A, B, and new section including the Jewish section of the Maple street cemetery is loaded. C section is a bit more difficult as there are no cards to work from so we are making cards as we go through the section and will input the information as we collect it. Once this is complete, the cemetery will be available to look at on the computer and, for instance, lots will be able to be seen from the town clerk's office.
- The Maple St. middle section (B) stones were cleaned late this fall by Littleton Monument Company. They do a great job for us.
- We would like to thank Jon Wright, sexton for all the work he does working with families in getting plots and funeral services. Scott Harris does a great job mowing and doing maintenance work and the town crew is instrumental in assisting with digging and repairing roads if washed out or in need of leveling, etc. These are the people who are responsible for keeping our cemeteries in such great shape.
- Signs are placed at the beginning entrance to Maple St. Cemetery with rules of the cemetery and another one is on the road between the B section and C section which is the lower section. Please read them.
- There is also a cemetery brochure available at the town clerk's office for your convenience. This brochure will be placed on the Town website in the coming months for added convenience.

The Cemetery Trustees thank the community for their support.

Cemetery Trustees,
Clare Brown
Rick Robie
Christopher Brooks
Christina Clemmo

BETHLEHEM PUBLIC LIBRARY REPORT

The Library maintains not only print books for leisure and education, but a variety of other items, available to all with a library card. We have audio books, DVDs, local newspapers, magazines, Internet access, historical documents, two genealogy databases, Consumer Reports online, as well as some unusual items, such as snowshoes, a telescope, and a hiking kit with maps and pamphlets on wildlife, trees and wildflowers. We offer copying, faxing, and scanning services as well. But the heart of what we do is to help patrons find terrific books and to offer programming for entertainment and life-long learning.

I feel our weekly programs are a great asset to the community. Bringing people together to make connections in an important part of what the library does. We have two after school programs for kids: Whatever Wednesdays for older children and Creative Kids on Thursdays for K-6. Preschool Story Time on Tuesdays helps smaller children learn to be excited about books. Let's Talk, a Friday topical discussion series for adults, is well attended and allows for extended discourse on a wide variety of topics.

Much of our programming was of an educational nature this year. In January, we had programs on organizing your home and creating bullet journals to keep your life organized. An eBay consultant taught us how to start selling the stuff you purged. Later in the year, programs on herbal remedies and essential oils helped us to stay calm and healthy during the holiday season. November brought two professors to moderate our ethical discussion "What Does it Mean to be an American?" which was possible through a NH Humanities grant. For fun, we held an Escape Room at the library, with help from Time Quest NH. Perennial favorites round out our programming: Oscar-nominated movies, Quilting with Everett Aldrich, and the Gingerbread House contest.

The summer reading program celebrated the 50th anniversary of the moon landing with a space-related theme. Our kick-off was a spectacular laser show at the Colonial Theater. The Colonial donates their space to us each year, and the Friends of Bethlehem Library sponsored the show. Our weekly programs included a Messy Art night outside, a blow-up planetarium, a Comet building program with McAuliffe-Shepard Discovery Center, and a finale of Nocturnal Animals from Squam Lakes Nature Center. The Friends sponsored the finale show and ice cream. The summer also brought Smokey Bear to the library for his 75th birthday celebration. Bethlehem was one of six libraries statewide to receive a visit. Fire Chief Jack Anderson was on hand too with fire trucks!

Word-centric programs include the summer Books of Jewish Interest series, co-hosted by the Bethlehem Synagogue. Readers Café adult book discussion meets monthly at two times: Noon on Thursday and 9am on Saturday. Author John Kane spoke about his book "Pilgrims of Woodstock" during the 50th anniversary of the historic concert. Middle-grade author Jessie McCreedy talked to the 4th graders who come to the library about her book series. The Library was also the host for the NH Homeschool Spelling Bee in January.

We thank everyone for their suggestions, and welcome the opportunity to answer questions.

2019 STATISTICS:

Circulation:	Adult Books	7307	Audio/Video	4,491
	Children/YA Books	5,748	Magazines	1,075
	Inter-Library Loaned	716	Inter-Library Borrowed	728
	NH Downloadables (Overdrive)	3100	Database Searches	916
	(1,169 e-books, 1,842 audio books, 89 Periodicals)			
Other:	Patrons Served	23,115	New Patrons	117
	Computer Users	1,800	New Non-resident Patrons	4
Collection:	Purchased Items	969	Uncollected Items	21
	Donated Items	482	Withdrawn Items	3,293

Respectfully submitted,
Laura Clerkin M.S.L.S., Library Director

BETHLEHEM PUBLIC LIBRARY BUDGET

	<u>Budget 2019</u>	<u>Actual 2019</u>	<u>Budget 2020</u>
Expenses			
Books, etc.	\$ 12,600	\$14,742	\$ 12,600
Magazine	1,200	1,418	1,000
Equipment Expense	800	966	730
Accounting	1,440	1,470	1,440
Professional Development	1,500	709	1,500
Employee Recognition	150	121	150
Supplies	1,500	1,483	1,500
Communication Expense	1,000	922	1,000
Bldg. Maint, Lawn Care	12,300	13,855	12,300
Building Supplies	350	440	350
Postage	300	296	300
Utilities	6,200	4,340	5,800
Other Expense	200	264	200
Library Programs	2,950	2,739	1,870
Payroll Tax	5,600	5,427	5,810
Wages	70,700	70,328	73,750
Library Systems Fee	3,400	3,476	3,400
Computer Maintenance	900	1,084	900
Computer Expense	-	-	750
Property Liability Insurance	2,010	1,780	1,850
Workers Comp. Insurance	300	130	150
Total	\$ 125,400	\$ 125,990	\$ 126,600
Income			
Town Funds	\$ 121,500	\$ 121,500	\$ 123,621
Library Fees	3,900	3,900	2,979
Total	\$ 125,400	\$ 125,400	\$ 126,600
Endowment/Trust Funds**		Gifts/Use Fees *	
Beginning Balance	\$ 115,403.22	Beginning Balance	\$ 58,588.51
Contributions	0.00	Interest	28.80
Interest Earned	2,499.46	Additions	4,493.00
Expenditures	662.00	Expenditures	5,247.00
Ending Balance	<u>\$ 117,240.68</u>	Ending Balance	<u>\$ 57,863.31</u>
Memorial Funds***		Fines, Lost Books*	
Beginning Balance	\$ 3,168.96	Beginning Balance	\$ 5,861.01
Donations	0.00	Interest/Additions	589.14
Books Purchased	0.00	Expenditures	0.00
Ending Balance	<u>\$ 3,168.96</u>	Ending Balance	<u>\$ 6,450.15</u>

Memorial Fund has been established through donations in memory of specific individuals.

The books purchased from these funds are in memory of these individuals.

*The income and expenditures from these funds are not reflected in the above budget.

** Income from these funds is used to purchase books & conduct programs as dictated by the trust.

***These funds are not reflected in the above budget.

SELECTBOARD REPORT

In 2019, the Town of Bethlehem continued to build positive momentum, with valued town employees, local businesses, community volunteers and residents working together.

In March, we thanked Martin Glavac and Richard Ubaldo for their service to Bethlehem and welcomed Chris Jensen and Bruce Caplain to the select board.

As 2020 opens, we are also saying good-bye to Chief Michael Ho-Sing-Loy, thanking him for eleven years as Bethlehem's Chief of Police. Chief Ho-Sing-Loy will be the chief in Sugar Hill. We wish him well.

Many forward-thinking initiatives were undertaken in 2019, while also making sure that day-to-day operations were running well, all with the goal of moving Bethlehem steadily forward in the coming years.

Looking for ways to further boost the town's economy, the select board decided on a marketing campaign to show that Bethlehem is a great place to work, visit, and live. This economic development effort is expected to start in 2020 and will be aimed at bolstering current businesses as well as attracting more tourists, businesses and new residents. Ideally, this will increase the tax base and help lower property taxes. The effort is apparently the first comprehensive economic development campaign undertaken by the town. The project will be funded – over two years – with almost \$34,000 in unanticipated state funds.

This year saw the development of the Presidential Mountain Resort, success and expansion at Rek'-Lis Brewing Company, The Colonial Theatre's best season and the re-opening of the Women's Rural Entrepreneurial Network. The Vintage Market at the Wayside Inn and the July 4th celebration in town were welcome additions, while Bethlehem Events expanded its offerings and Bethlehem Reimagined continued to help with economic growth. The multi-million mountain lodge at Bretton Woods, which is within the Bethlehem town limits, was under construction and expected to open this summer. The lodge, which will include a restaurant and conference center, is designed for skiers as well as business meetings and social events such as weddings. It will be served by New Hampshire's first eight-person gondola. The select board has also continued to work diligently on finding a private company to run the Bethlehem Country Club.

Recreation projects were supported and successful. The select board gave the Bethlehem Trails Association permission to use town land adjacent to the baseball field to build a mountain bike skills park. The non-profit group says the park would allow children as well as adults to learn mountain biking and take advantage of the trail network it is building. The new community garden project was supported, as was the Profile Trail, a recreation path for non-motorized use connecting Profile School to South Road and Franconia. The select board also worked with the Mt. Agassiz Trail Association to improve snowmobile access to town businesses, using small sections of town land and roads.

The select board sought ways to improve infrastructure. The board increased matching funds in the Facade Improvement Program from a \$3,000 limit to \$5,000 to help businesses along Main Street upgrade the look of their buildings. It approved two applications for this program, which is funded with a federal grant. The select board agreed to a new volunteer energy commission to find ways to improve efficiency, use green energy and reduce costs in town buildings. Its accomplishments included programs to monitor energy use at Town Hall as well as trying to attract private investors to build a solar energy project at Profile School. The Capital Improvement Committee, which works on planning the capital needs of the town for at least five years ahead and reviewing the accuracy of the projections on a yearly basis, continued its work as well. The Parking Committee came up with a series of recommendations that were implemented or are underway. The Transfer Station Committee put a lot of thought and time into planning for the town's future waste removal needs and produced an interim report.

The select board came up with a proposed 2020 budget of \$2.7 million. That is up about \$77,000 or three percent over 2019. Meanwhile, inflation is about two percent. That increase reflects higher costs in many categories, including a maximum three percent raise for some town employees. Because the labor market is so tight, the select board concluded that the raises were necessary to avoid losing experienced employees. Another \$5,000 was added to do a better job with preventive maintenance and repairs at Town Hall. Meanwhile, there were cuts. One of the largest was reducing the legal budget from \$30,000 to \$15,000.

We would also like to thank all the people who make Bethlehem a great place to live and work. We appreciate the continued community involvement, welcome and encourage engagement. In 2019, the select board began publishing a newsletter about town government and activities. It also revised the way it handles its Monday night agenda to make it easier for the public to raise issues and share thoughts. Public comments – which have been towards the end of the agenda – are now typically first. That means people who would like to address the board and have limited time due to work or family, don't have to sit through the meeting. Please come by and let us know your thoughts!

Best regards,
Gabe Boisseau
Chairman

**TOWN OF BETHLEHEM
NEW HAMPSHIRE
2020 TOWN MEETING WARRANT
DELIBERATIVE SESSION**

To the inhabitants of the Town of Bethlehem, New Hampshire, Grafton County in New Hampshire, qualified to vote in Town affairs:

You are hereby notified that the **first session** (deliberative) of the annual meeting of the Town of Bethlehem will be held at Profile High School Gymnasium located at 691 Profile Road in Bethlehem on **Monday February 3, 2020 at 6:00 pm**. Warrant articles may be amended at this session per RSA 40:13, IV a, with the exception of Warrant Articles whose wording is prescribed by law and cannot be amended per RSA 40:13 a. Warrant Articles that are amended shall be placed on the official ballot for a final vote on the main motion as amended. (Please note that this meeting may be continued to Tuesday February 4th at the discretion of the Town Moderator).

You are further notified that the **second session** of the annual meeting of the Town of Bethlehem will be held at the Bethlehem Town Building Meeting Room on **Tuesday, March 10th, 2020 at 8:00 am** for the choice of town officers elected by official ballot, to vote on the questions required by law to be inserted on the official ballot, and to vote on all warrant articles from the first session on official ballot per RSA 40:13, VII. The polls for the election of town officers and other action required to be inserted on said ballot will open on said date at 8:00 am in the forenoon and will not close until 7:00 pm in the evening.

Article 01: To choose all necessary Town Officers for the ensuing year.

Article 02: Shall the Town 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 \$2,737,738 (Two Million Seven Hundred Thirty Seven Thousand, Seven Hundred Thirty Eight Dollars). Should this article be defeated, the default budget shall be \$2,653,393 (Two Million Six Hundred Fifty Three Thousand Three Hundred Ninety Three Dollars), which is the same as last year, with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Estimated Tax Impact 10.54

Article 03: To see if the Town will vote to appoint the Select Board as agents to expend from the Pool/Recreation Facility Capital Reserve Fund previously established in 2007.

Article 04: To see if the town will vote to establish a Cemetery Expendable Trust Fund pursuant to RSA 31:19-a and RSA 289:-a, allowing all future proceeds received from the sale of cemetery lots in Bethlehem cemeteries and any interest gained thereon, to be deposited for the maintenance of cemeteries; and, further to name the Cemetery Trustees as agents to expend from this fund. (The Board of Selectmen recommends this Article, 3 in favor 2 abstained due to absence)

Article 05: To see if the town is in favor of the Board of Selectmen negotiating and executing a sale of the Bethlehem Country Club Property (in addition to approval of leasing which was previously approved by warrant article in 2019) so that it may market it as a lease OR sale to find the best option for the Town. The terms and conditions will be approved by the Board of Selectmen and will have the condition that the property shall continue to be operated as an 18-hole public golf course.

Article 06: To see if the town is in favor of the Board of Selectmen negotiating and executing a long-term lease or sale of the Bethlehem Country Club property, on terms and conditions to be approved by the Board, for alternative or mixed uses. IF both Articles 5&6 pass, the Board will prioritize it remaining a golf course but will move forward with alternative or mixed use sale if they are not successful with finding a lessee or buyer with it remaining as a golf course.

Article 07: To see if the Town will vote to change the term of the Road Agent from 2 years to 3 years. If this warrant article passes the new term will be effective for 2020.

Article 08: To see if the town will vote authorize the Selectmen to appoint a town treasurer in accordance with RSA 41:26-e, rather than electing a treasurer.

Article 09: Shall we vote to establish a Library Capital Reserve Fund under the provisions of RSA 35:1 for Library building maintenance and to raise and appropriate the sum of \$14,450 to be placed in this fund. Further, to name the Library Trustees as agents to expend from said fund. (The Board of Selectmen recommends this Article, 3 in favor 2 abstained due to absence) Estimated Tax Impact .05

Article 10: To see if the town will vote to establish a Highway Equipment Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of purchasing new and used highway equipment or the refurbishment of existing equipment and to raise and appropriate the sum of \$25,000 (Twenty Five Thousand Dollars) to be placed in this fund. Further, to name the Select Board as agents to expend from said fund. (The Board of Selectmen recommends this Article, 3 in favor 2 abstained due to absence) Estimated Tax Impact .09

Article 11: To see if the Town will vote to raise and appropriate the sum of \$25,000 (twenty Five Thousand Dollars) to be added to the Police Cruiser Capital Reserve fund previously established. (The Board of Selectmen recommends this Article, 3 in favor 2 abstained due to absence) Estimated Tax Impact .09

Article 12: To see if the Town will vote to raise and appropriate the sum of \$3,000 (Three Thousand Dollars) to be added to the Police Equipment Capital Reserve Fund previously established. (The Board of Selectmen recommends this Article, 3 in favor 2 abstained due to absence) Estimated Tax Impact .01

Article 13: To see if the Town will vote to raise and appropriate the sum of \$10,000 (Ten Thousand Dollars) to be added to the Ambulance Capital Reserve Fund previously established. (The Board of Selectmen recommends this Article, 3 in favor 2 abstained due to absence) Estimated Tax Impact .04

Article 14: To see if the Town will vote to raise and appropriate the sum of \$20,000 (Twenty Thousand Dollars) to be added to the Fire Truck Capital Reserve Fund previously established. (The Board of Selectmen recommends this Article, 3 in favor 2 abstained due to absence) Estimated Tax Impact .08

Article 15: To see if the Town will vote to raise and appropriate the sum of \$10,000 (Ten Thousand dollars) to be added to the Fire Department Emergency Safety Equipment Capital Reserve Fund previously established. (The Board of Selectmen recommends this Article, 3 in favor 2 abstained due to absence) Estimated Tax Impact .04

Article 16: To see if the Town will vote to raise and appropriate the sum of \$23,000 (Twenty Three Thousand Dollars) to be added to the Assessing Capital Reserve Fund previously established. (The Board of Selectmen recommends this Article, 3 in favor 2 abstained due to absence) Estimated Tax Impact .09

Article 17: To see if the Town will vote to raise and appropriate the sum of \$8,000 (Eight Thousand Dollars) to be added to the Tech/Computer Capital Reserve Fund previously established. (The Board of Selectmen recommends this Article, 3 in favor 2 abstained due to absence) Estimated Tax Impact .03

Article 18: To see if the Town will vote to raise and appropriate the sum of \$20,000 (Twenty Thousand) to be added to the Solid Waste Disposal Capital Reserve Fund previously established. (The board of Selectmen recommends this Article, 3 in favor 2 abstained due to absence) Estimated Tax Impact .08

Article 19: To see if the Town will vote to raise and appropriate the sum of \$7,500, for the purpose of providing live musical entertainment to the public, to be held at the Bethlehem Gazebo in 2020. (The Board of Selectmen recommends this Article, 3 in favor 2 abstained due to absence) Estimated Tax Impact .03

Article 20: To see if the Town will vote to raise and appropriate the sum of \$4,000.00 (Four Thousand Dollars) to support Tri-County Transit a community service program provided by Tri-County Community Action Program, Inc. This Article is submitted by petition. No one from Tri-County Community Action Program appeared at Deliberative session. (The Board of Selectmen does not recommend this Article, 3 opposed 2 abstained due to absence) Estimated Tax Impact .01

Article 21: To see if the Town of Bethlehem will vote to raise and appropriate the sum of \$8,000.00 (Eight thousand dollars) to Grafton County Senior Citizens Council, Inc. through the Littleton Area Senior Center and the ServiceLink Resource Center for services for Bethlehem residents in 2020. These services include congregate meals, home delivered meals, transportation, outreach support, ServiceLink Support, and more. In FY2019, the Littleton Area Senior center provided services for 117 Bethlehem residents, and ServiceLink provided services for 85 residents. The cost of providing these services was \$108,542.58. This article is submitted by petition. (The Board of Selectmen does not recommend this Article, 3 opposed 2 abstained due to absence) Estimated Tax Impact .03

Article 22: To see if the Town will vote to raise and appropriate the sum of \$2,500.00 (two thousand five hundred dollars) to support the Boys & Girls Club of the North Country in providing a healthy, safe, and productive after school and vacation camp environment for children from Bethlehem and the local community. The Club provides busing from the school to the Club for the afterschool program which alone costs \$14,850 a year. This Article is submitted by petition. (The Board of Selectmen does not recommend this Article, 3 opposed 2 abstained due to absence) Estimated Tax Impact .02

Article 23: To see if the Town will vote to raise and appropriate the sum of Five Thousand Eight Hundred Dollars (\$5,800) for Ammonoosuc Community Health Services, Inc. (ACHS). ACHS is a non-profit community health center that provides primary preventative health care to anyone, regardless of their ability to pay. This will help ACHS continue to provide high quality care to 1,115 current BETHLEHEM patients, as well as reach more of those in need. This Article is submitted by petition. (The Board of Selectmen does not recommend this Article, 3 opposed 2 abstained due to absence) Estimated Tax Impact .02

Article 24: To see if the Town will vote to raise and appropriate the sum of \$1500 to support the Center for New Beginnings. These funds support the Center's sliding scale program, which provides assistance to clients with high deductibles or co-pays or loss of insurance coverage. This Article is submitted by petition. (The Board of Selectmen does not recommend this Article, 3 opposed 2 abstained due to absence) Estimated Tax Impact .01

Article 25: We the Undersigned Registered Voters of the Town of Bethlehem, NH, petition the Town to place a request from North Country Home Health and Hospice Agency to raise and appropriate the amount of \$4,000 on the Town Warrant. The requested funds shall be used to assist in the delivery of home health and hospice services to the residents of the Town of Bethlehem. This Article is submitted by petition. (The Board of Selectmen does not recommend this Article, 3 opposed 2 abstained due to absence) Estimated Tax Impact .01

Article 26: To See if the Town will approve the following:

I. To assist with the town's solid waste management planning, the board of selectmen is authorized to use funds from the town's transfer station capital reserve fund to hire a professional consulting company to conduct a study and produce a written report of the market cost of the following municipal waste management services currently being provided to the town by the landfill on Trudeau Road:

- a. Weekly town-wide curb-side trash and waste removal service with one bin for garbage and one bin for recycling, like we have in 2020.
- b. Transfer station, including construction costs and annual operating costs that will include the following services: garbage disposal; commingled recycling; bulk items; white goods/home appliances; freon disposal; tires; yard waste; metals; electronics; used oil; batteries; mercury-containing devices; fluorescent light bulbs; universal waste; free compost; swap shop; textiles; and one household hazardous waste removal day per year. Transfer station shall be open for the same number of hours weekly as in 2020.

II. The purpose of the report shall be to determine the cost to the town of replacing the town's waste management needs currently being provided to the town by the landfill.

The estimated cost of this article is unknown. This article is submitted by petition. (The Board of Selectmen does not recommend this Article, 3 opposed 2 abstained due to absence)

Article 27: Shall the town vote to adopt the provisions of RSA 72:28-b, All Veterans' Tax Credit? If adopted, the credit will be available to any resident, or the spouse or surviving spouse of any resident, who (1) served not less than 90 days on active service in the armed forces of the United States and was honorably discharged or an officer honorably separated from services and is not eligible for or receiving a credit under RSA 72:28 or RSA 72:35. If adopted, the credit granted will be \$500 the same amount as the standard or optional veterans' tax credit voted by the town under RSA 72:28. This Article is submitted by petition. (The Board of Selectmen does not recommend this Article, 3 opposed 2 abstained due to absence)

Article 28: To see if the Town will vote to adopt the provisions of RSA 72:28, II and IV, for an optional veterans tax credit of \$750 on residential property and replace the standard tax credit in its entirety. The estimated tax impact is 0.11. This Article is submitted by petition. (The Board of Selectmen does not recommend this article, 3 opposed 2 abstained due to absence)

Article 29: To see if the Town, will vote to adopt the provisions of RSA 72:35 I-a, for an optional veterans tax credit of \$4000 for service-connected total disability on residential property and replace the standard tax credit in its entirety. This Article is submitted by petition. (The Board of Selectmen does not recommend this Article, 3 opposed 2 abstained due to absence)

Article 30: To see if the Town will vote to raise and appropriate the sum of \$3,121.00 for White Mountain Mental Health, recognizing that untreated mental illness results in loss of productivity at work, disruption to families and children, risk to the community and loss of life through suicide. Treatment works, but only if it is available and affordable. This Article is submitted by petition. (The Board of Selectmen does not recommend this Article, 3 opposed 2 abstained due to absence) Estimated Tax Impact .01

Article 31: To see if the Town will vote to raise and appropriate the sum of \$1277.00 to support Tri County CAP's Homeless Intervention and Prevention Program, a community service program provided by Tri-County Community Action Program, Inc. This Article is submitted by petition. (The Board of Selectmen does not recommend this Article, 3 opposed 2 abstained due to absence) Estimated Tax Impact .01

ESTIMATED 2020 TAX IMPACT FOR WARRANT ARTICLES

WARRANT ARTICLES	Cost	Tax Impact
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CAPITAL RESERVE WARRANT ARTICLES

Highway Equipment	25,000	.096
Police Cruiser	25,000	.096
Police Special Equipment	3,000	.012
Fire Equipment	10,000	.038
Fire Truck	20,000	.077
Ambulance	10,000	.038
Assessing	23,000	.089
Tech/Computer	8,000	.031
Solid Waste	20,000	.077
Library Building Maintenance	14,450	.056
Gazebo Concerts	7,500	.029

PETITIONED WARRANT ARTICLES

Ammonoosuc Community Health Services	5,800	.022
Boys & Girls Club	2,500	.010
Center for New Beginnings	1,500	.006
Grafton County Senior Citizens Council	8,000	.031
North Country Home Health & Hospice	4,000	.015
Northern Human Services	3,121	.012
Tri-County Transit	4,000	.015
Tri-Country Cap Homeless Intervention	1,277	.005

.755

Estimated cost for an assessment of \$ 150,000

\$ 113.25

Note: Tax impact is calculated after revenues are deducted, Veterans' credits added, and overlay applied.

ESTIMATED 2020 TAX IMPACT

	Budget	Warrant Articles	Tax Rate*
Proposed Budget	2,737,738	0.755	7.28

*Estimated Total Tax Impact if all Warrant Articles are approved

POLICE DEPARTMENT REPORT

On behalf of the men and women of the Bethlehem Police Department, I am honored to present our 2019 Annual Report. The information provided throughout this document includes trends in crimes and traffic crashes, police programs and partnerships, as well as the year's highlights.

Our mission and vision of the Department are ingrained in our commitment towards building positive relationships with our community. Throughout the year, the Department has been involved in community events, discussions, and community meetings intended to develop and nurture healthy communications between our Department and the people we serve.

Providing quality service to the community is our primary duty. We are committed to faithfully and selflessly perform our duties while striving to be responsive, effective, and dependable. We are dedicated to enhancing public safety and reducing the fear and the incidence of crime. We work in partnership with our community to solve problems that effect public safety and the quality of life. We are dedicated to working in partnership with the public to achieve our goal of making our community a safe and inviting place.

I am proud of the members of the Department and the reputation they have earned for contributing to the quality of life our community enjoys. We believe integrity is a cornerstone of our profession. We do what is right, even when no one is looking. We are committed to upholding our position of public trust and to conduct ourselves responsibly by maintaining the highest moral and ethical standards. We are uncompromising in our commitment to truth, honesty, and respect in all relationships. We hold ourselves accountable for our actions and inactions, and are open and honest in our dealings with each other. We have the courage to do what is right and to stand against what is wrong.

In our commitment to excellence and providing the highest quality of service to our community, we are continually evaluating the department's structure, policies, and our ability to manage changes related to community growth, trends in crime, and the ever-evolving role of the police officer. Working in partnership with the schools, we have created a School Resource Officer (SRO) position within the department that provides support to all schools in our community. These services are limited due to manpower. Listed below are some of the services we provide:

Profile School: 2018 – 2019 School year

School Safe Reports:	8	Truancy Issues:	11
Vaping/drug issues:	9	Behavioral issues:	6
Thefts/Vandalism:	2	Inappropriate Texting:	4
Meetings with Parents:	6	Duty of Parent Charges:	1
DCYF Cases:	3	Intern:	1

Classes taught: Juuling/Vaping Awareness for teachers, Dangers of Smoking/Underage Drinking and Q&A session for 8-9th Grades. Attended IEP Meetings and Behavioral Meetings for Students, and worked Dance and Prom Details and Graduation Detail. Also

worked school board meeting, and attended basketball, soft ball games, and school theater production for students and Internship Program meetings.

Bethlehem Elementary School: 2018 – 2019 School year

Behavioral Issues:	5	Thefts/Vandalism:	1
Truancy Issues:	2	Inappropriate Texting:	3
DCYF Cases:	8		

Classes taught: DARE Classes to Kindergarten, 1st Grade, 2nd Grade, 3rd Grade, and 4th Grade. Bullying talk with 6 students involved in bullying. Attended monthly teacher Safety Meetings and Student Behavioral Meetings when able to. Assisted with Fire Drills and Evacuation Drills, Roadside Cleanup Flyers and Safety Talk.

We look forward to the continued service to Profile and Bethlehem Elementary School for 2019 -2020 school year, and to the additional SRO services to the White Mountain School.

Training our Officers continues to be one of the priorities of the Department. We take advantage of every opportunity made available through local, state and federal resources. Some of the training our Officers participated in this year: Basic Prosecutor Course, Recognizing and Responding to Human Trafficking, Law Enforcement Against Drugs, Understanding and Responding to Crimes Against Children, Active Shooter Preparedness, Warm Zone Operations, Crisis Management for School Based Incidents, Active Threat Integrated Response Course, Internet Crimes Against Children Investigative Techniques and Work Zone Operations. This is just a small example of what we require our officers to have a working knowledge of. We will continue to train our officers with the knowledge and skill needed to lead the Police Department and safeguard the community.

In late February we had a personnel change, Officer Basnar resigned leaving a vacancy in the department. In late July the Select Board approved the hiring of Samantha Donahue to fill the vacancy. She completed the New Hampshire Police Academy in late December and is currently going through the Field Training Officer process.

We continue to participate in the National Prescription Take Back program, this year a total of 26,445.5 lbs. of prescription drugs were turned in and destroyed state wide. We would like to thank everyone for using the prescription drug drop box in the entryway to the Police Department. Approximately 80 lbs. of unused prescription drugs were collected through the drop box.

Below is a list of 2019 Crime Statistics and Calls for Service:

**Bethlehem Police Department
2019 Activities**

- 38 to 28 Crimes Against Persons (Down)**
- 51 to 43 Crimes Against Property (Down)**
- 30 to 05 Crimes Against Society (Down)**
- 72 to 53 Other Crimes (Down)**

3845 Calls for Service 2019, which included:

911 HANGUP/ABANDONED	18	MISSING PERSON	2
ABANDONED MV	9	MOTOR VEHICLE COMPLAINT	100
ALARM, BURGLAR/HOLD-UP/POLICE	129	MOTOR VEHICLE STOP	466
ARSON, BOMBING (PD ONLY)	1	NOISE COMPLAINT	18
ASSAULT	9	OHRV INCIDENTS/COMPLAINTS (ALL)	2
ASSIST CITIZEN	80	PARKING ISSUES	4
ASSIST OTHER AGENCY	40	ALL PD ADMIN CALLS	380
BE ON THE LOOKOUT	1	TELEPHONE HARASSMENT	10
FIRE-BRUSH/GRASS/FORST	5	FOUND/LOST PROPERTY	34
BURGLARY	11	RAPE/SEXUAL ASSAULT	1
PERMITTED BURN	240	VEHICLE REPOSSESSIONS	2
CAR BREAK	1	ROAD HAZARD/WIRE OR TREE DOWN	113
CHILD ABUSE	1	PAPERWORK SERVICE (ALL)	59
BUILDING CHK/OPEN DOOR-WINDOW	547	SHOTS FIRED	12
CIVIL STANDBY	29	COURT-ORDERED SIGN IN	3
UNATTENDED DEATH (ALL TYPES)	7	SEX OFFENDER REGISTRATION	4
DIRECTIONS	1	SPECIAL DETAILS/PARADES	26
DISABLED MV & LOCKOUTS	207	ALL SPOTS INQUIRES	140
DISTURBANCE/FIGHT/BRAWL	35	SRO ACTIVITIES-ALL (LITT)	11
DOG/DOMESTIC ANIMAL COMPLAINTS	98	AUTO THEFTS	3
DOMESTIC DISTURBANCE	23	SUICIDE/SUICIDAL PERSONS	7
DRUG ISSUES (ALL)	5	SUSPICIOUS PERSONS	40
ILLEGAL DUMPING	8	SUSPICIOUS VEHICLES	26
DWI	4	THEFT/FRAUD/GAS DRIVEOFF	31
ALL EMS ADMIN CALLS	6	THREATS (ALL EXCEPT BOMB)	8
ESCORT	1	TRAFFIC CONTROL/DETAIL/RADAR	2
ALL FD ADMIN CALLS	34	TRAINING	2
ALL FG CALLS	89	TRESPASS (ALL)	28
FIRE, ALL EXEPT BURSH/GRASH	0	AMBULANCE TRANSFER	2
FIREWORKS COMPLAINTS	2	UNKNOWN/OTHER	5
FOLLOWUP/INVESTIGATION	147	VANDALISM/CRIMINAL MISCHIEF	15
FOOTPARTROL/WALKTHROUGH	12	VEHICLE COLLISIONS	98
GENERAL INFO	2	VIN VERIFICATION	24
INVOLUNTARY EMERGENCY ADMIT	3	VIOLATION OF ANY COURT ORDER	7
INSPECTIONS	2	WANTED PERSON	40
INTOXICATED PERSONS-NOT DWI	11	WELFARE CHECK	60
JUVENILE OFFENSES	33		
MEDICAL EMERGENCY	187		
MENTAL PRESONS EXCLUDING IEA'S	2		

We look forward to serving the community in 2020. We will continue to foster positive community relations and will look for ways to improve, innovate, and develop best practice for crime reduction, employee wellness, and community engagement.

Respectfully Submitted,
 Chief Michael Ho-Sing-Loy
 Officer Zachary Bushway
 Officer Kelby Lewis
 Sergeant Alan Demoranville (Part-Time)

Sergeant Jeffrey Dube
 Officer Sarah Donahue
 Officer Samantha Donahue
 Officer Zachary Chicoine (Part-Time)

FIRE & AMBULANCE REPORT

It doesn't seem possible that another year has passed in this crazy world we live in however as usual, time marches on. We in the Fire and Ambulance Services are trying to keep up with the many changes that are happening every day in our industry. Just when you think you have it figured out some one in big Government has a better idea and it costs us more money. We are so fortunate to live in such a beautiful small town in the heart of the White Mountains however it doesn't insulate us from the realities of the world we live in and we cannot hide from the constant pressure of stricter rules and regulations and the costs associated with the same.

Our quiet little town had 370 plus calls for service between Fire and Ambulance last year which has become the norm. This is a result of todays society where an Ambulance is needed for incidents that 30 years ago it would not even been thought of to call for an Ambulance. Please understand that if anyone feels they are having an emergency don't hesitate to call as we always happy to assist anyone in need. Three years ago, we requested a new Ambulance and our very supportive Tax Payers responded positively and we were able to purchase a new one that has worked out very well. That new Ambulance already has almost 18,000 miles on it.

We have had some new fire and ambulance personnel join our department however it is getting more difficult to get these people trained to todays standards as well as finding people that actually have the time not only go through the training but be able to respond when the need arises. My hat is off to anyone who has taken the time to join our department and to all of the dedicated veterans that have given us many years of service and continue their service today.

We had one very large structure fire this year at the Rocks when the Tool Barn caught fire then quickly spread throughout the building. In the end we lost a second building but were able to save the nearby managers house. This was an extraordinary effort on the part of our Fire Fighters and our Mutual Aid partners and we give thanks to all who participated.

This report is intended to give our Tax Payers an overview of our Department and I am pleased to report that all is well. As Chief I appreciate the support we enjoy from everyone in town as well as our Select Board, Department Heads, and especially the great personnel that makes our Department work. Our department is not perfect however we are constantly trying to be the best we can be.

Thank you everyone for your continued support!

Chief Jack Anderson

HIGHWAY DEPARTMENT REPORT

The Highway budget as many anticipated expenses such as salaries, heating oil, culvert purchases, etc., that are easy to predict and there are many items not so predictable. The biggest and most difficult to plan for is equipment maintenance and repairs. As an example, two trucks in our inventory had a budget of \$9,500 however they required \$22,232.90 worth of service and repair. A question might be: Is it age related? Not necessarily, with one truck being a 2007 and the other a 2014.

Last year's budgeted amount for the plow trucks alone was \$26,000 with the expenditure being \$40,210. While it is possible to move money around from truck to truck as needed, other services or projects may have to be put on hold. For this reason, it has been apparent that a capital reserve fund is necessary for unanticipated repairs.

During the winter months it is especially helpful to keep roadside pickup containers off from the traveled or plowed portions of the roads, the truck that picks these containers up has a reach of 15 feet. In parting I'm often asked how long the plow routes are, most routes are 30 miles long and take about two and half hours to complete. Morning plowing starts by 4 o'clock so all roads can be cleared for school buses and work commuters.

Chris Brousseau, Rick Robie, Tom Hampson, and Jon Wright are our full-time employees, with Sean Moran filling in with part time duties. Scott Harris is the Town Groundskeeper and assists with the Highway Department as needed. All their help and cooperation is greatly appreciated.

Thank you to the staff and department heads of the Town of Bethlehem for their continued help and support over the years.

Respectfully,
Brett Jackson
Road Agent

RECREATION DEPARTMENT REPORT

It is with great pleasure that I am submit to you my third annual report for the Bethlehem recreation department since starting my position. 2019 was another great year of growth for the rec department. We saw increased participation across the board in all our programs. It was another great summer for the pool. Sports programs have seen growth over the past 3 years. The after school and summer programs have both seen their numbers increase in 2019. We have a large group of families that continue to utilize the programs year after year, and we are adding to it at every registration.

2019 Recreation Department Enrollments:

<u>Youth Sports</u>	<u>Summer Camp</u>	<u>After School</u>
Baseball 16	32 Registered	42 Registered
Soccer 67		
Basketball 42		

2019 Summer Pool Season Figures:

<u>Season Pass holders:</u>			
2019	2018	2017	2016
44 Families	50 Families	41 Families	50 Families
(192 family members)	(161 family members)	(161 family members)	
13 Individuals	22 Individuals	12 Individuals	215 Individuals

This season the pool saw 96 participants in their American Red Cross swim lessons. Participants were from the Bethlehem Rec program, the Lafayette Recreation program, the Franconia Children’s Center program, and from the general local population. 2 participants took Jr lifeguard and WSI courses and 16 individuals joined the swim team. We had 4 swim meets this season including one hosted here at the Bethlehem Town Pool.

I want to thank the community for their continued support of the program. We could not continue to offer our programs without your support. I am looking forward to continuing our high level of service for years to come.

Respectfully submitted,
Tim Fleury

DIRECT ASSISTANCE REPORT

The Town of Bethlehem Welfare office saw an increase in applicants in 2019. The following assistance was provided to families in 2019.

Rent	\$ 6,629.00
Motel/Emergency Shelter	\$ 897.82
Electric	\$ 729.77
Burial/Cremation	\$ 1,500.00
Water/Sewer	\$ 864.00
Misc.	\$ 232.80
Total	\$ 10,853.39

The welfare office continues to work closely with Tri-County CAP Homeless Outreach. They have been a valuable resource for the town helping financially for clients facing eviction, finding available shelter space for people that are homeless and financially assisting to get people established in housing. With their assistance we were able to work with families before eviction occurred in a lot of circumstances. Due to the shortage of affordable rental units in the area it can be difficult to find housing for people that are homeless, and shelters are often at capacity.

Our food pantry continues to feed a lot of families. The elementary school became part of our food pantry in 2019 in order to send food home for the weekend in backpacks for families that needed it. With them joining our account with NH Food Bank we are able to share the food we receive from USDA with them. WREN has (thankfully!) continued to manage the donations the food pantry receives. The NH Food Bank requires that a non-profit agency hold and manage the money.

Special thanks to all our supportive residents that donate to the food pantry. Food donations give people more options than the USDA food that we receive, and money donations are used to purchase things to supplement our pantry like condiments, kids snacks, cheese, butter, eggs, soap, shampoo, toilet paper, etc. Your generosity is appreciated so much!

Also, thanks to Pat Wilcoxson for continuing to volunteer and to our new volunteers, Profile High School students, Emmy Jette and Gineva McKenzie Proulx.

Guy Kerstetter continues to keep our pantry well stocked with Pepperidge Farm bread (and sometimes bagels, rolls and buns!).

All the support from donations and volunteering show what a wonderful and caring community Bethlehem is.

Respectfully submitted,
April Hibberd
Administrative Assistant

PLANNING BOARD REPORT

2019 continued to be a productive year for the Planning Board. The planning board had a number of applications for subdivisions, lot line adjustments, conceptual and site plan reviews. The major projects that were presented to the Planning Board for Site Plan Review in 2019 were: North Country Environmental Services (NCES), Affordable Housing Education & Development (AHEAD) Lloyd's Hill development, Rek-Lis Brewing Company and the White Mountain School.

The NCES Loop Road project would provide control staging truck traffic in an efficient manner within current footprint. The Site Plan Review was approved on February 13th. AHEAD presented proposed changes to their previously approved development plans. The changes included reducing the units from three floors to two, to accommodate solar arrays installed on the roof. This would eliminate the need for the solar array uphill. The number of units would remain the same at forty-eight. Rek-Lis Brewing proposed an addition to their current building to accommodate event seating and increasing their space for brewing. The building would accommodate patrons in the winter to replace outdoor seating and not increase any seating during summer months. The White Mountain School proposed a new dormitory and faculty housing unit to replace current buildings that were no longer to code.

The Planning Board also accepted the letter of resignation from the Planning Board member David Rodriguez who moved to Boston. The board accepted letters of interest from the public and selected Kim Koprowski to serve the remainder of Mr. Rodriguez's term which expires in 2020.

Two notables projects were worked on this year. The Planning Board determined that the Rules of Procedures which were written in 2012 were outdated and had many inconsistencies. After examining Rules of Procedures from a number of communities with a similar demographic, the Planning Board worked for several months to rewrite our Rules of Procedure. The Planning Board held a Public Hearing in September to approve the changes.

The second notable project that was addressed by the Planning Board was review of the town's manufactured home zoning ordinance. The current zoning ordinance needed to be rewritten to be enforceable. This project is on-going to ensure fairness and meets legal criteria for enforcement.

In total, The Planning Board hear four Site Plan Review proposals, four conceptual plans, four lot line adjustments, and two minor subdivision plans. With Bethlehem's recent economic growth, it looks positive for 2020 being another productive year.

The Planning Board meets the second and fourth Wednesday of each month. One of the responsibilities of the Planning Board is to review new building projects in town. All commercial buildings and land development plans must be initiated as a conceptual plan. There is no cost for the conceptual and we can provide assistance in assuring that your project meets regulations.

Respectfully Submitted,
Johnny Stevenson
Planning Board Chairman

BETHLEHEM COUNTRY CLUB REPORT

The course opened in 1898 when it had nine holes and one could play all summer for \$5! At the time Bethlehem was a major resort town with about thirty hotels or guest houses. In 1909 the famous Scottish architect Donald Ross was commissioned to expand the course to eighteen holes. In 1910 the expansion was finished.

During 2019 visitors and residents enjoyed the 18-hole Donald Ross course, and the Club had over 150 members with several leagues playing regularly throughout the season and multiple tournaments taking place during the season. And while the Town has determined not to put additional money into the Club, it continued to operate at a surplus in 2019.

For the select board, the issue has been how to balance the charm and historic importance of the course with fiscal responsibility to taxpayers.

In 2018, the town authorized the select board to explore options to lease the property. The select board hired a firm to advertise the property, and while there were several interested parties, a deal has not yet been finalized.

So, the board decided it would be fiscally prudent to expand the town's options. That's why on the March 2020 warrant there is an article asking whether the town favors selling the golf course, not just leasing it, and if a sale or lease as a golf course doesn't seem feasible, also adding the option for the select board to possibly market the property as something other than an 18-hole golf course.

The select board of course hopes to find the best option for the taxpayers while maintaining the character and charm of the Town and hopes such a resolution can be found in 2020. In the meantime, we hope residents and visitors continue to enjoy the course throughout the season.

REVOLVING LOAN FUNDS REPORT

In 1985 the Bethlehem Revolving Loan Fund was established through a Community Development Block Grant of \$250,000. This CDBG has enabled BRLF to grant loans to individuals for the revitalization of Main Street. We currently have 4 outstanding business loans and those loans are all being paid as agreed.

NCIC will guide you through the application process from beginning to final approval. We encourage you to contact Mark Butterfield at NCIC should you have any questions regarding a low interest business loan. His contact number is 802-748-5101.

This year we gave two façade improvement grants to Main Street businesses in the amount of \$3,000 each who improved the Main Street side of their buildings. In December, the Board of Selectmen voted to increase the façade grant to \$5,000.

The revitalization loans and façade grants are reviewed by the BRLF committee and we then refer them to the Board of Selectpersons for final approval.

Please feel free to contact any one of the committee members should you have any questions.

BRLF committee:
Joyce Presby
Paul Greenlaw
Mary Jackson

BRETZFELDER MEMORIAL PARK COMMITTEE REPORT

Located on Prospect Street is the lovely Bretzfelder Memorial Park. This park was given to the Society for the Protection of New Hampshire Forests, in memory of Charles B. Bretzfelder, by his daughter Helen Bretzfelder. In her will, Ms. Bretzfelder stipulated that a town committee oversee the park and “represent the conservation, recreation and nature education interests of the town.” The volunteer committee works to maintain the buildings and trails and to provide interesting and diverse programs free of charge.

In addition to general maintenance of the trails, this year we improved of the lower parking lot and continued to shingle some of the wooden bridges to prevent slipping.

We had over 275 adults and children attend our winter and summer programs. At the time of this report we will be in the middle of our four February/March programs, but you may still be able to catch the following programs (presented at 6:00 pm in the classroom at the park):

March 4: Meadowstone Farm, a small diverse farm in Bethlehem
March 11: Ancient Trees & Forests, presented by David Govatski

Every Wednesday in August, we will again present fun and enlightening programs geared toward families. Look for posters, flyers, or go to The Rocks website (therocks.org) for updates on all programs being held at Bretzfelder Memorial Park.

Remember, the park is open from dawn to dusk everyday of the year and is a great place for families to hike, X-country ski, picnic, snowshoe, or just sit and listen to nature. Two posts on Facebook, this year, best describe this special park:

Love it! We've been going here for many years! Great, easy trails to walk. Nice little pond, very pretty! Perfect for us older folk or little ones!

Best small park in NH! Love it!

We “Love it!” too.

The Bretzfelder Memorial Park Committee:

Nancy Czarny, Chair
Elizabeth Carter, Vice Chair
Sarah Turtle, Secretary
Kevin Gordon
Ann Gruczka
Shanna Maziarz

Marilyn Johnson, Conservation Commission rep.
Chris McGrath, Planning Board rep.
Linda Moore, Select Board rep.
Nigel Manley, SPNHF rep.

BETHLEHEM HERITAGE SOCIETY REPORT

The Heritage Society has been very active during this year, but not in a way that is always noticeable to the public. We did not have some of our usual fundraisers as we decided on a year of concentrating on what we would like to become and how we can be more involved in our community. The greatest achievement this year was to have the Heritage Center building (Ranlet Café) placed on the New Hampshire Historical Register. Our other projects are listed below.

- Workdays during the winter months to do the ordinary tasks of filing, framing, changing displays, etc. We are still working on John Keller's maps and getting them organized for viewing and into an inventory.
- A Hotel history research project that will culminate with a booklet that will have the history, from beginning to end of all the hotels that were in Bethlehem is ongoing.
- An ongoing Railroad project led by one of our directors is in the stage of gathering history of the rail lines in and around Bethlehem. When done, we will have a different view of the "tracks" and more insight as to the signs, signals, tracks, nails and ties that allowed the trains to come and go in the North Country.
- We participated in the exhibit, **"The Grand Hotels of the White Mountains"** at the Museum of the White Mountains at Plymouth University this past summer. Artifacts on loan for display included our Maplewood Hotel bell hop Jacket. Rebecca W.S. More, Ph.D., Brown University professor, retired, spent many hours at our museum during the winter and spring researching for her talk, **Politics and Profit. The Sinclair House in Bethlehem, 1840 – 1880** which was presented during this exhibit.
- Granite State College OLLI presentation, **"Bethlehem NH's Unique Hotel Era of the Past with a Glimpse of the Present"** was presented in May by Clare Brown and Sandy Laleme at the Conway campus.
- The Society purchased a museum quality cover for the Nutshell studies display this spring. This purchase was possible, in part by donations of generous donors.
- Christmas in Bethlehem Open House with Santa greeting around 65 children. Every year our numbers go up and this is a continuing tradition.
- The Memory and Veteran's tree ceremony held on December 7th with the reading of names. This was the 30th year of the Memory Tree ceremony and over 200 names are read every year.
- The town painted the outside of the Heritage Building this summer and some interior walls as well as some maintenance work. We are grateful to the town for the help in the upkeep of the building.

We have approximately 180 members and send out a newsletter every other month. Our members are very supportive of our mission and we do appreciate all their support.

We would be remiss if we did not mention Board Member, Sandy Laleme. She was very interested in the history of Bethlehem and was instrumental in obtaining our status on the NH Historical Register and the writing of the hotel histories.

We are always looking for new members and volunteers who would like to be involved in our projects. If you are interested, call the Bethlehem Heritage Society at 869-3330 or email at betheritage@roadrunner.com. Our website is Bethlehemheritagenh.org.

Respectfully,

Board of Directors: Stephen Allen, Marie Brockway, Clare Brown, Estalee Fernald, Carole Hammarberg, Linda Herrman and Paul Hudson.

VISITOR CENTER REPORT

The Visitor's Center welcomed 1,052 people during the season, May through October.

Traveler's from France, Canada, Germany, United Kingdom, as well as folks from the west coast, mid-west and east coast were welcomed.

We sent out 14 informational mailings, 3 of which were relocation.

In late June work started on the outside of the building which continued through October. The building was scraped and painted with amazing results. Not only did we get a much-needed facelift, the building was also given the honor of being placed on the New Hampshire State registry of Historical Places to visit.

Looking forward to a great 2020.

We thank you all for your continued support.

Bethlehem V. C. staff,
Carole Hammarberg and Fay Lloyd

BETHLEHEM CONSERVATION COMMISSION REPORT

Conservation Commissions are specifically charged with the proper utilization and protection of the natural resources and watershed resources of a town. Conservation Commissions review Fill and Dredge and Wetlands applications and are the only municipal body with the authority to intervene and request time to investigate an application. Conservation Commissions also manage Town Forests.

The Commission interacts with state agencies such as the Department of Environmental Services, Department of Resources and Economic Development, Fish and Game Department, and Fish and Wildlife Service to protect and preserve Bethlehem's natural resources.

In 2019, the Conservation Commission:

- Was Ammonoosuc Conservation Trust outreach partner of the month in March with a coyote talk and a 'Shoes & Brews event.
- Met with local trail expert to discuss recreational trails in the Bethlehem Town Forest and a possible partnership with the Bethlehem Trails Association.
- Held its annual roadside cleanup on May 4th; 36 people volunteered to clean up trash along the roadside, collecting 63 bags of trash.
- Hosted a presentation with Society for the Protection of NH Forest about the possible acquisition of the Gould Property located along the Ammonoosuc River. Wrote a letter in support of the proposed acquisition.
- Responded to a complaint regarding a possible shoreland violation.
- Applied for and received the Grumman Fund grant. The grant funds will be used to pay for a survey of the Town Forest in preparation of future trail work.
- Started a trail map brochure to highlight hiking trails and public lands within Bethlehem. We are hoping to release the trail map in 2020.
- Donated money to BES for the fourth-grade field trip to Lost River.
- Welcomed new member Vivian Winterhoff to the commission.
- Sent a member to the NHACC conference.

In 2019, the Conservation Commission looks forward to working in accordance with the Town Forest Stewardship Plan, the Town's Master Plan, and other groups to create recreational opportunities in the Town Forest.

Looking to the new year, the Conservation Commission continues to be in search of one full time member and any number of alternate members. If you are interested in serving on the Conservation Commission, please contact Chair Lindsay Webb at BethlehemNHConservation@gmail.com, for more information or come to a meeting and see what it's all about.

BETHLEHEM ENERGY COMMISSION REPORT

The Bethlehem Energy Commission (BEC) was appointed by the Select Board in April 2019.

Mission: The Bethlehem Energy Commission was established for the study and planning of energy resources for the town. The commission will evaluate existing energy usage in the town and suggest possible improvements in energy efficiency and conservation, as well as potential clean renewable energy solutions in order to reduce expenses and increase self-reliance.

The BEC started by reviewing the town and school reports to see where the most money was being spent by institutions that are supported by tax payers. We also looked at town facilities to identify opportunities for savings.

The town hall had a comprehensive energy upgrade in 2011, with improvements to insulation, windows and doors, along with new boilers and refurbished heating control and distribution systems. We are now trying to establish a comprehensive maintenance plan that will ensure that the building stays in good condition.

NH Dept of Environmental Services has a grant program offering low-cost audits of water and waste water systems. BEC arranged a visit from a DES representative to a Village District Commission meeting, and we expect some action on this in the Spring. The audits are tied to a grant program which could help pay for efficiency improvements to our system that would save the town thousands of dollars.

Bethlehem Elementary was the subject of an energy audit in 2009. Some air-sealing was done, as well as replacement of most of the windows, which reduced air infiltration. The oil boilers were replaced with wood pellet boilers, which are cost effective and much cleaner. Next steps in energy upgrades appear to be improvements to the heating control and distribution systems, as well as a look at the roof. The roof may need to be replaced in the next 5 years or so. At that time it might make sense to add insulation, ensure structural integrity, and prepare for a solar PV array on the new roof. The Bethlehem School Board is working on this.

Street lights were upgraded to LEDs in 2017 in a program led by Mary Lou Krambeer. The tally for this year's electricity expenses includes street light costs for 2017 and 2018 to illustrate the dramatic savings achieved by new technology.

The Profile School is another public building in Bethlehem which has benefitted from taxpayer support of sensible building practices. It has been rebuilt in recent years to a high standard of efficiency, and is one of the leaders in NH. This makes it a prime candidate for a switch to renewable energy. BEC members have been working with others in the Profile School District to offer a solar PV project which will offset all of the electricity the school is now using with clean energy produced on-site. Last year's electric bill for the school was more than \$65,000. The voters will decide on this at the annual meeting in March.

For 2020, BEC will continue to track these projects and try to keep up with developments in technology that might help the people of Bethlehem. Our meeting agendas are posted at the town hall, and we invite participation and input from everyone in town.

Sincerely,

David Van Houten, Chair
Mark Koprowski, Secretary
Mary Lou Krambeer
Dan Crosby

Bethlehem Municipal Energy
Expenditures 2019

Electricity

Town Hall	\$ 9,181.28
BCC Restaurant	754.29
BCC	1,610.84
BCC Course	771.10
Gazebo	391.43
Highway	3,713.71
Recreation	403.58
Pool	3,546.14
Visitor Center	1,187.78
Street Lights (2019)	22,538.19
Street Lights (2018)	24,817.06
Street Lights (2017)	36,102.87
Water Plant	14,955.00
Waste Water Plant	28,004.00
Waste Water Pump Sta.	219.00
Library	<u>3,081.00</u>
Total	90,537.34

Final Total - \$ 176,363.17

Heat

Town Hall	propane	\$ 8,995.90
Visitor Center	oil	3,042.34
BCC	kerosene	1,057.88
Highway garage	oil	3,104.94
Water Plant	propane	9,518.00
Waste Water Plant	oil	7,730.00
Library	propane	<u>1,258.00</u>
Total		34,707.06

Gas & Diesel

Police	\$10,505.89
Fire	851.96
Ambulance	1,529.66
Highway	32,652.16
BCC	<u>5,579.10</u>
Total	51,118.77

AMMONOOSUC COMMUNITY HEALTH SERVICES REPORT

This year, as in the past, patients continue to face uncertainty in financing for health care. Many must make difficult decisions regarding the care they need. Some are under insured or opt for catastrophic coverage only, others skip insurance all together and just take their chances. Many more simply go without care, opting to pay an electric, heat or grocery bill instead.

The fact is, the number of underinsured patients continues to increase, premiums and deductibles continue to rise, and coverage declines. Despite this volatility one thing remains the same – ACHS patients with or without coverage will be cared for at ACHS. We'll continue to provide high-quality care for patient's overall health-medical, behavioral, and dental, nutrition and clinical pharmacy despite their insurance status. ACHS provides comprehensive preventive healthcare to all, *regardless of ability to pay.*

Many of our services are paid through Medicare, Medicaid, commercial insurance, grants as well as funding from the federal and state level. These funds enable us to offer a sliding fee scale discount for uninsured and under-insured patients who qualify. Last year, we were able to provide nearly \$650,000 in sliding fee discounts, including \$360,000 for dental patients. Recipients are seniors, veterans, the disabled and more. By providing these monies, we help offset costs and keep residents away from preventable emergency department visits or hospitalizations. *Preventing one avoidable ED visit saves taxpayers \$1,500-\$2,000 (average cost of an ED visit)*

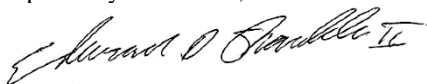
Community Health Center federal funding is constantly in flux. This is why support from towns in our service area is so extremely important. It enables us to serve as a medical home to nearly 11,000 patients in NH and VT, including citizens of the 26 towns in northern Grafton and southern Coos counties, which includes Bethlehem.

Town of Bethlehem Statistics

- Total # of Patients – 1115
- Total # of Medicaid Patients – 187
- Total # of Medicare Patients – 253
- Total # of Self-Paying Patients – 69
- Total # of Sliding Fee Scale Patients – 52 (4.6637% of total patients)

On Behalf of Ammonoosuc Community Health Services' board of directors, staff and patients, we would like to thank you for considering our request for funding and investing in the health of your residents.

Respectfully Submitted,



Edward D. Shanshala II, MSHSA, MEd
Chief Executive Officer

BETHLEHEM EVENTS REPORT

Bethlehem Events is a volunteer non-profit organization that works year-round planning and scheduling events that are fun for the whole family, and in almost all cases, completely free. As individuals and as an organization, we are passionately invested in our community and we work together as an apolitical unit to help others see what we see in Bethlehem, with the hopes that other community members are also inclined to get involved with the direct actions we perform to market and drive interest in our town.

The mission of Bethlehem Events is to promote pride and community spirit among residents, enhance Bethlehem's image, attract new residents, businesses and visitors, and improve the social and economic well-being of residents of Bethlehem. We accomplish the goal of strengthening the vibrancy and activity of the Bethlehem community by recommending, overseeing, and organizing an annual portfolio of cultural and recreational special events, programs and activities.

In our second official year as an organization, we focused on the growth and support of ongoing town events and beautification initiatives. Due to our direct efforts, all of our annual events experienced growth in both participation and attendance, and brought an economic boost to local businesses. Our largest events included Summerfest in August, BOOthlehem Halloween Bash in October and the tenth annual Christmas in Bethlehem event in December.

The hub of activities for the annual Summerfest event in August was relocated in 2019 to Gazebo Park to allow for more vendor growth and a physical concentration of activities. The event included a free community BBQ, live bands, various hands-on activities for children and the return of the Summerfest Parade.

The Second Annual Halloween event, which spanned three days, saw double the volunteerism and attendance. Through a partnership with BES NEST's annual Trunk or Treat event, we offered a seamless night of activities at Gazebo Park that included spooks and haunted hayrides. More than 150 pumpkins were carved at the Rek-Lis Carving Party and placed along Main Street for the weekend.

While we had participated in the international Make Music Day event in past years, we ultimately found that the festival's success was more suited to an urban landscape and have decided to concentrate our energy instead on growing our existing events and supporting the Recreation Department's efforts with the free Gazebo Concerts, held each Sunday during the summer. While the Gazebo Concerts are funded by warrant article and operate through the Recreation Department's annual budget, our role is strictly technical. We assist the Rec Department with band bookings, sound equipment and technical support, and marketing collateral. We are excited to bring back some of the public's most well-loved performers, as well as introduce Bethlehem to nationally-routing acts for the first time.

Bethlehem Events also worked closely with the Recreation Department and 42 Maple Arts Center to create a hands-on art programming for all summer program participants. The children once again spent 6 weeks building and decorating paper mache "big head" masks that they wore proudly in the Summerfest Parade in August. All of these activities and events are scheduled to return and grow for the 2020 season.

Board of Directors
Bethlehem Events

BETHLEHEM REIMAGINED, INC.

In many ways, 2019 was a truly exciting year for Bethlehem.

Think of it... new businesses were established and existing businesses sustained themselves through a solid year. Additionally, some businesses looking to sell decided to stick around a while longer, and others grew through either expansion or redevelopment. On a down note, we were saddened to see Les Fauves close its doors, and wish Ben the very best.

Clearly, this period of Bethlehem's re-birth is as a result of robust community engagement, favorable economic conditions and a broad recognition that Bethlehem has a personality and quality of character that is uniquely its own. We are indeed enjoying a period of momentum not seen here in quite some time.

Perhaps the most significant event affecting Bethlehem in 2019 was the rejection of Northern Pass. This landmark decision, upheld by the State Supreme Court, not only helps preserve the inherent quality and interests of the North Country, but opens doors of opportunity to further strengthen our regional tourism industry, and re-establish Bethlehem as a community of choice among residents and visitors.

For instance, after decades of deterioration, Baker Brook is reborn as Presidential Mountain Resort. Dollar General is fully established. The Rocks Estate plans to refurbish their existing Carriage House following the terrible St. Valentine's Day fire that destroyed their barn, offices and gift shop. Rek'lis Brewing Co. has parleyed their recipe for success into an expansion that makes them a key regional player for superb brews, food and good times. We also welcome Mountain Life Realty and Hilliard Real Estate as they recognize the future of real estate and vacation rental opportunities here.

2019 was also a breakout year for Bethlehem Reimagined. We received our 501(c)3 non-profit status from the IRS and let the grant writing begin. We continued to build strong relationships with local businesses, land owners, developers as well as legislative representatives at the federal and state levels. Everyone is focused on helping rejuvenate Main Street Bethlehem as a place for visitors to want to stop, walk around and enjoy everything we have to offer.

Although our first Community Express Grant application to the NH Charitable Foundation to develop "permaculture" solutions for four town gardens was not approved, we received a \$25,000 USDA Rural Business Development Grant to conduct a feasibility study to developing professional co-working office space. This work is ongoing and will be completed this summer.

We also enthusiastically endorse the Select Board's marketing plan initiative and backed the Conservation Commission's request for funds for an important survey of the Town

Forest. We continue to collaborate with important organizations including the Women's Rural Entrepreneurial Network on their new mission and fully support the Bethlehem Trails Association as they work to connect with Profile Trails to establish a premier, year-round mountain bike trail system.

As we progress, there is still much to do. There are several Main Street locations long overdue for attention but progress is being made. AHEAD is moving forward with their affordable housing development, yet the overall lack of available housing in Bethlehem is still very high. Low unemployment has also created a demand for a trained local workforce that simply does not currently exist. These are critical issues that we as a community must continue to address.

However, we believe Bethlehem is on the right track and our future is very bright! Ongoing investment in the community and support of our fellow citizens with their resolve and creativity will pay significant dividends to our town for many, many years to come!

Here's to an exceptional 2020!

Respectfully submitted,
Bethlehem Reimagined, Inc.

BOYS AND GIRLS CLUB OF THE NORTH COUNTRY REPORT

The Boys & Girls Club of the North Country (BGCNC) has a mission to provide a fun, safe and positive place for all children of the North Country, under the guidance of caring adults.

The BGCNC serves over 250 members of the community with three programs: a daily afterschool program serving 170+ members annually with an average of 83 daily, all day vacation camps during school vacations, and in partnership with a local school, the children are offered a chance to spend time at the Club as their winter program activity. Some of the programs that we've implemented are:

- ◆ Smart Girls which helps girls develop and adopt healthy attitudes and lifestyles.
- ◆ Triple Play which improves members' knowledge of healthy habits, good nutrition and physical fitness.
- ◆ Power Hour which helps young people develop academic, behavioral and social skills through homework completion. Our goal is to continue offering programs that build character, leadership and life skills.
- ◆ Torch Club which teaches youth leadership skills.
- ◆ We have several collaborative activities with organizations such as Copper Cannon Camp, Appalachian Mountain Club, Littleton Studio School, North Country Climbing Center, Root to Rise, Adaptive Sports Partners of the North Country, Ammonoosuc Conservation Trust, Littleton Senior Center, Mt. Eustis, and The White Mountain Science Institute.
- ◆ We also have several specialty programs that include a journalism club, which produces their own member newsletter and our own radio show on North Country Community Radio. We have a gardening program, teaching members sustainable agriculture, as well as the importance of giving back to our local community. We teach our members how to enjoy active and healthy lifestyles by providing yoga, skiing, swimming, rock climbing, and hiking.

Providing a safe, fun and healthy atmosphere are some of our main goals. Throughout the year, staff, volunteers and board of directors work hard to encourage, grow and mold our youth into accomplished individuals. Our facility provides a safe place for children to participate in a program that promotes educational growth, physical development and responsible social behavior – components in long-term healthy growth, development, and success in school and as future adults. The national BGCA slogan is “Great Futures Start Here”. We strongly believe that, and work to give our members a good start.

Working families in our area rely on BGCNC for quality after school care for their children. Because it is our policy to remain affordable, BGCNC is the only child care after-school option for most low-income families in our community.

Without the BGCNC, most families would have no affordable safe alternative for child care. Our capacity to provide care regardless of ability to pay rests on effective community support. As demand grows, we find that we need more resources in order to deliver this essential community service.

CALEB INTERFAITH VOLUNTEER CAREGIVERS REPORT

Caleb Interfaith Volunteer Caregivers is a small 501(c)3 nonprofit based in Whitefield, NH that has been helping enhance independent living for seniors in the North Country since 1995. We have an office in the McIntyre School apartments with two part-time employees, an executive director and a volunteer coordinator. Through our volunteers, we help seniors ages 60+ by providing transportation with door-to-door service to and from their desired destinations, by making friendly visits with them, by reaching out via reassuring phone calls, and by conducting light house and yard work, all free of charge. At this time we serve 8 towns; Lancaster, Whitefield, Groveton, Jefferson, Dalton, Carroll, Bethlehem, and Littleton. We hope to expand to other towns in the future.

In 2019, we served approximately 115 clients with the help of our 57 volunteers. These volunteers have taken approximately 900 trips, traveled nearly 6,000 miles, and spent almost 850 hours of their free time helping local seniors. We have more clients than we do volunteers which means we always need additional volunteers to help provide these services. While our clients are seniors, we also help local community members young and old reconnect with seniors in the community.

We are so grateful for the Caleb volunteers from your town who work tirelessly and without complaint. We also thank the local businesses, churches, individuals, and surrounding towns who help keep our organization running with their generous financial support.

If you have any questions, would like to be a volunteer, or if you or someone you know would benefit from our free services, please call us at 603-837-9179 or email us at calebcaregivers@gmail.com. More information about our organization can also be found on Facebook @calebcaregiverswhitefield or at our website www.calebcaregivers.org.

We thank you for your continued support. Without it, Caleb would no longer be able to serve local seniors in your community.

GRAFTON COUNTY SENIOR CITIZENS COUNCIL, INC. REPORT

Grafton County Senior Citizens Council, Inc. is a private nonprofit organization that provides programs and services to support the health and well being of our communities' older citizens. The Council's programs enable elderly individuals to remain independent in their own homes and communities for as long as possible.

The Council operates eight senior centers in Plymouth, Littleton, Canaan, Lebanon, Bristol, Orford, Haverhill and Lincoln; and sponsors the Grafton County ServiceLink Resource Center and RSVP's Volunteer Center. Through the centers, ServiceLink and RSVP, older adults and their families take part in a range of community-based long-term services including home delivered meals, community dining programs, transportation, outreach and counseling, chore/home repair services, recreational and educational programs, and volunteer opportunities.

During 2018-19, 123 older residents of Bethlehem were served by one or more of the Council's programs offered through the Littleton Area Senior Center or RSVP. 85 Bethlehem residents were served by ServiceLink:

- Older adults from Bethlehem enjoyed 1,100 balanced meals in the company of friends in the Littleton center's dining room.
- They received 7,359 hot, nourishing meals delivered to their homes by caring volunteers.
- Bethlehem residents were transported to health care providers or other community resources on 882 occasions by our lift-equipped buses.
- They received assistance with problems, crises or issues of long-term care through 17 visits with a trained outreach worker and 389 contacts with ServiceLink.
- Bethlehem's citizens also volunteered to put their talents and skills to work for better community through 1,817 hours of volunteer service.

The cost to provide Council services for Bethlehem residents in 2018-19 was \$ 108,542.58.

Such services can be critical to elderly individuals who want to remain in their own homes and out of institutional care in spite of chronic health problems and increasing physical frailty, savings tax dollars that would otherwise be expended for nursing home care. They also contribute to a higher quality of life for older friends and neighbors. As our population grows older, supportive services such as those offered by the Council become ever more critical. *Bethlehem's population over age 60 increased by 102.7% over the past 20 years according to U.S. Census data from 1990 through 2010.*

Grafton County Senior Citizens Council very much appreciates Bethlehem's support for our programs that enhance the independence and dignity of older citizens and enable them to meet the challenges of aging in the security and comfort of their own communities and homes.

Kathleen Vasconcelos,
Executive Director

NORTH COUNTRY COUNCIL REPORT

North Country Council Regional Planning Commission and Economic Development District is one of nine regional planning commissions in New Hampshire established by RSA 36:46. The Commission's region consists of serving 50 communities and 25 unincorporated places in the northern third of New Hampshire. The Commission serves in an advisory role to local governments in order to promote coordinated planning, orderly growth, efficient land use, transportation access, and environmental protection. The Council's professional staff provides transportation, land use, economic development, community and environmental planning services; geographic information services (GIS); data collection and analysis; grant writing; grant administration; facilitation; and project management.

To date in 2019, North Country Council undertook the following activities:

- Completed assessments of over 200 stream culverts in the Baker River watershed to better understand flood vulnerability and aquatic habitat barriers.
- Facilitated three meetings of the North Country Council Transportation Advisory Committee (TAC) discuss regional transportation issues and identify priority projects for funding opportunities, including the Ten Year Plan.
- Supported the work of two Regional Coordinating Councils (Carroll County and Grafton-Coos) to promote coordination of transportation services for the region's residents, including facilitating seven RCC meetings and assisting with federal grant applications to support transportation services for senior and limited-mobility residents. Secured a Federal Transit Administration grant to begin work on updating the *Coordinated Public Transit and Human Services Transportation Plan* for the region, which supports the ability of providers to access critical federal funds for transportation services.
- Represent the transportation needs of the region in the Ten Year Plan process, including participation in public hearings and promoting public input opportunities to the region's communities.
- Supported the work of the North Country Scenic Byways Council (NCSBC) to steward and promote the region's many scenic and cultural byways, including facilitating three NCSBC meetings and working to develop a website to provide information on scenic touring along the byways.
- Represented the region as an at-large member to the NH Complete Streets Advisory Committee, including providing a regional perspective on the development of the *NH Pedestrian and Bicycle Transportation Plan*.
- Continued the effort to develop an updated *Regional Transportation Plan*, which will identify the transportation-related needs, issues, and opportunities of the region in order to support the development of transportation projects and provide a helpful reference for communities.
- Completed regional over 100 traffic counts to meet federal requirements and provide up-to-date information on traffic volumes.

- Promoted the NH CommuteSmart Challenge to regional businesses to encourage carpooling.
- Supported and participated in the White Mountain National Forest Alternative Transportation Working Group to address issues of overflow parking and promote safe transportation access to National Forest destinations.
- Undertook a pilot study to develop an accurate and efficient method of counting OHRVs on roadways.
- Provided mapping and GIS services to communities throughout the region in support of project development and funding opportunities.
- Responded to multiple request for reviews of Development of Regional Impact, prepared comments corresponded with state and local officials.
- Continued to assist Northern Border Regional Commission (NBRC) in providing assistance to potential and awarded grantees. In 2019 the Council provided pre-project development coaching to over 25 potential NBRC grantees.
- Convened four full Commission meetings and facilitated discussions on – Communities Becoming Age Friendly, Council Highlights, Energy and update on Scenic By-ways.
- Hosted the October 24, 2019 Annual Meeting held at the Town and Country Resort in Shelburne NH. The focus of the evening was encouraging a “smart, safe, clean and cool” North Country through building investable projects.
- Collaborated with other Regional Planning Commission’s through the NH Association of Regional Planning Commissions and Director meetings in Concord, NH.
- Supported efforts and attended the NH Planners Conference, NH Municipal Association Conference and Office of Strategic Initiative Conference.
- Bulk ordered and distributed New Hampshire Planning and Land Use Regulation books to local land use boards (estimated savings of \$70.00 per book).
- Re-Established the North County Council Brownfield Program through funding from the United States Environmental protection Agency (EPA).
- Updated the North Country Comprehensive Economic Development Strategy (CEDS) for the Economic Development District. Hosting five open house input sessions, convened and facilitated five committee meetings with four guest speakers.
- Staff attended over ten workshops, info sessions to increase Council capacity to better serve communities.
- Responded to various requests from communities for technical assistance and data research.
- Hosted four workshops - invasive species, flood plain management 101, planning and zoning board training. Published and distributed quarterly newsletter.

NORTH COUNTRY HOME HEALTH AND HOSPICE AGENCY

North Country Home Health & Hospice Agency provides quality services that include home health, hospice, nursing, rehabilitation, social services, homemaking and long-term care in 48 towns, covering all of Coos County and northern Grafton County. **In 2019, for the Town of Bethlehem, we provided 1,770 visits with services to 68 clients (10 of which were Hospice and the remaining were Home Health and Long-Term Care clients).** We are committed to our community in that we provide community health clinics and screenings such as blood pressure checks, health education programs, and a bereavement support group.

Hospice Care focuses on quality of life and provides support to the patient and their caregivers in achieving their goals and wishes. Our compassionate team, made up of physicians, nurses, social workers, home health aides, spiritual counselors, therapists and volunteers, work with the patient to achieve their goal. Services provided to the patient and their caregivers include: management of pain and symptoms, assisting patients with the emotional, spiritual and psychosocial aspects of dying, and provides needed medications, medical equipment and medical supplies. Also included is family/caregiver education on the provision of care and short-term inpatient treatment for management of symptoms that cannot be managed in the home environment or is needed for caregiver respite. Bereavement counseling for surviving family members and friends is also provided. An individual electing hospice care is not giving up on living, rather, making the decision to focus on quality of life. Hospice care provides a high level of quality medical care with a different focus from the traditional medical model.

Home Health Care is critical to serving the growing health care needs of this community. Our skilled clinical team can monitor health problems and provide disease management within the comfort of the home setting, which helps prevent more costly health care such as hospitalization and long term institutional care.

North Country Home Health & Hospice Agency and our Board of Directors are extremely grateful to the Town of Bethlehem for its support of our agency. This allows us to fulfill our mission to provide services to all individuals regardless of their ability to pay. North Country Home Health & Hospice Agency is committed to providing services in Bethlehem to support clients and their families to remain in the comfort of their homes, in a safe and supportive environment, and to improve overall health outcomes in the community.

NORTHERN HUMAN SERVICES DIRECTOR'S REPORT

White Mountain Mental Health

As the safety net provider of behavioral health services in the twenty-two town region of Northern Grafton County, White Mountain Mental Health continues to manage the many challenges involved in offering timely, affordable and effective behavioral health support to our communities. Most of our clients have significant and often very acute mental illness, requiring multiple supports and, often, medications.

One of our most important services is 24/7 emergency availability. The suicide rate in New Hampshire increased 48.3% in the past seventeen years. Can you imagine the panic that would ensue if any other illness increased almost 50%? There's no single cause for suicide. Suicide most often occurs when stressors and health issues converge to create an experience of hopelessness and despair. Conditions like depression, anxiety and substance problems, especially when unaddressed, increase risk for suicide. The good news is that the conditions that can lead to suicide are preventable and treatable. Our experienced emergency services clinicians, backed by Board Certified Psychiatrists, have saved hundreds of lives in the North County by assessing and treating high risk adults, adolescents and even children who might otherwise not receive the skilled intervention they require. Please be aware of the warning signs of suicide and take every threat seriously. As a community, we all need to work together to reduce the death rate from this illness.

In 2019, 52 residents of Bethlehem received services from White Mountain Mental Health. This number does not count the residents whose services were fully paid by Medicaid or another health insurance. Most importantly, even if the reported number of persons in your community this year is low, your funding supports the availability of crisis services whenever needed.

As we look back on 2019, we want to thank you for your continued support of our work. Our communities have been helping with our mission for over 50 years by voting to approve a small appropriation each March. Our request has not risen in the past ten years because we realize the strain that small towns experience in stretching tax dollars to cover many priorities. We appreciate that keeping your town safe and healthy by supporting quality mental health services for all continues to be one of those priorities.

With Gratitude,

Jane C. MacKay,
Director of Behavioral Health

TRI-COUNTY COMMUNITY ACTION PROGRAM REPORT

Community Contact Offices are the Outreach Offices of Tri-County Community Action Program, Inc. (TCCAP) Energy Assistance Program, providing access to apply for fuel, electric and weatherization services.

Community Contact Offices provide outreach services to households applying for energy assistance programs; Fuel Assistance, Electric Assistance and Weatherization. Households have the option to apply in person at the office, or through a convenient method of their choice; phone, mail, internet (downloading and mailing completed application). The various methods of applying provide households with the opportunity to apply for the necessary assistance to meet their households most basic needs, while not having to incur additional costs or inconvenience; missed work, gas expenditure, child care, etc. TCCAP's Energy Assistance Program has found that the greater majority of clients are now utilizing the alternative methods of applying for assistance versus the old method of a face-to-face intake appointment.

During the agency's fiscal year 2018; July 1, 2018 – June 30, 2019, Community Contact Offices throughout Coos, Carroll and Grafton Counties provided services to 6,051 households through \$5.8MM in Fuel Assistance, \$2.3MM in Electric discounts, \$1.6MM in Weatherization, and \$513,000 in food value distributed to local food banks; totaling \$10.2MM in total assistance distributed to our neighbors in need. Community Contact does not charge a fee for services provided, and services are available for all income eligible households.

TCCAP and our Community Contact Offices are dedicated to provide services all residents of Coos, Carroll and Grafton County's residents. The agency thanks all communities we serve for their financial support of the program, so that we may be able to continue to provide services to our neighbors in need.

Sincerely,
Sarah Wight
Division Director
Energy Assistance Services

TYLER BLAIN HOUSE REPORT

The Tyler Blain House (TBH) is located at 56 Prospect St. in Lancaster, New Hampshire. The building is a free-standing residential 4-bedroom, ADA compliant, Victorian home. Maximum daily bed capacity is limited to eight (8) individuals; five (5) single males and three (3) single females. Our family suite has the ability to accommodate a family of up to two (2) adults and up to three (3) of their dependent children. Shelter guests have independent access to a large eat-in kitchen, a community food pantry, laundry facilities and a common area. Food and material goods assistance, such as personal hygiene and consumable products are provided as needed.

TBH staff take pride in ensuring a dignified experience for all individuals and families residing in our Emergency Shelter. We recognize many individuals and families enter the shelter from extremely stressful and uncomfortable conditions—living unsheltered or doubled-up in overcrowded apartments, confined to motel rooms, sleeping in cars, or fleeing violent or unsafe situations. Our first priority is to provide a safe, supportive, secure, welcoming environment for guests to catch their breath and ensure their basic human needs are met. Guests at TBH access entry into shelter through our coordinated entry process or self-referral; provided bed availability.

TBH Shelter case management services have been intentionally designed to promote a client-centered, strengths-based approach aimed to honor the participant's right to self-determination by empowering them to make important decisions about themselves and/or their family through a shared decision-making approach; viewing the Case Manager as a partner and/or collaborator in the work.

In FY19, seven (7) Bethlehem residents sought temporary shelter at TBH, utilizing a total of 281 beds nights; with a cash value cost of \$28,100. Funds made available by Bethlehem residents provided the required match to off-set state and federal funds. Without the generosity of the residents of Bethlehem, TBH would not be able to provide this vital service to the community. Five (5) Bethlehem residents exited TBH into a permanent housing destination, two (2) Bethlehem residents exited TBH transferring into acute treatment services necessary to obtain wellness.

UNIVERSITY OF NEW HAMPSHIRE COOPERATIVE EXTENSION REPORT

The mission of UNH Cooperative Extension is to strengthen people and communities in New Hampshire by providing trusted knowledge, practical education and cooperative solutions. We work in four broad topic areas; Youth and Family Development, Community and Economic Development, Natural Resources, and Food and Agriculture.

A few highlights of our impacts are:

- Judith Hull joined the staff in March. Judith's work supports the Grafton County Master Gardeners who offer education to community members with science-based gardening guidance.
- Michal Lunak collaborated with colleagues to host farm safety trainings, a New Hampshire Veterans in Agriculture workshop, and webinars on changes in tax laws.
- Mary Choate taught several food safety classes, including ServSafe® to 89 restaurant and healthcare staff and S.A.F.E. to 110 restaurant, food pantry, childcare, elder care and camp staff.
- Heather Bryant worked with partners across NH, VT and ME to complete a USDA SARE funded multi-year multi-location research and education project looking at fertility and pest management options in high tunnel tomatoes.
- Geoffrey Sewake completed the pilot of the Downtowns & Trails Program in Bristol, which examined ways to better catalyze the community's village center and multiuse trail that connects to Newfound Lake.
- Jim Frohn conducted 58 woodlot visits covering 7600 acres, and referred 36 landowners, owning 2514 acres, to consulting foresters.
- Under the guidance of Donna Lee, 86 screened 4-H leaders worked with 224 youth (ages 5-18) on projects which enhanced their personal development and increased their life-skills.
- Lisa Ford, taught more than 450 youth, adults, and seniors in a variety of nutrition education and food security lessons throughout Grafton County.

Respectfully submitted,
Donna Lee, County Office Administrator

DEPARTMENT OF VETERANS AFFAIRS

The White River Junction VA Medical Center is attempting to contact all Veterans in our catchment area of Vermont and New Hampshire who are not enrolled or are enrolled and no longer utilizing our services. If you currently receive our services, please pass this note on to a Veteran who may benefit.

We offer a wide variety of services including assistance to Veterans who are homeless or unemployed to providing primary and specialty care. We have a robust mental health department offering one-on-one counseling, peer support, group sessions, and more. There is a designated treatment area for our women Veterans at the Women's Comprehensive Care Clinic; a safe space.

The White River Junction VA Medical Center has seven community-based outpatient clinics. They are located in Bennington, Rutland, Brattleboro, Newport and Burlington, Vermont; in New Hampshire we offer services in Keene and Littleton. We are here to serve all Veterans, please do not hesitate to contact us, if for no other reason than to register/enroll with us in case of future need.

Our eligibility office in White River Junction can be reached at 802-295-9363 extension 5118. A single form - VA form 10-10EZ – and a copy of the DD214 is all that is needed.

The American Legion, Disabled American Veterans and the Veterans of Foreign Wars have full time service officers that are knowledgeable about our programs. These independent organizations serve all Veterans including nonmembers in processing disability and pension claims. They can be reached in White River Junction at:

American Legion	802-296-5166
Disabled American Veterans	802-296-5167
Veterans of Foreign Wars	802-296-5168

Thank you for your service to our nation. On behalf of the White River Junction VA Medical Center team, we look forward to serving you.

Respectfully,
Becky Rhoads, Au.D.
Associate Medical Center Director

**BIRTHS REGISTERED
IN THE TOWN OF BETHLEHEM
For the Year Ending December 31, 2019**

Date & Place of Birth	Name of Child	Name of Father & Name of Mother
January 08, 2019 Littleton, NH	Bucciarelli, Charlie Annunziata	Bucciarelli, Peter Richardson, Claire
January 14, 2019 Littleton, NH	Wickman, Wiley Ofrichter	Wickman, Peter Ofrichter, Madeline
February 14, 2019 Littleton, NH	Thorne, Liam Robert	Thorne, Luke Thorne, Alexandria
March 25, 2019 Littleton, NH	Porges, Maximilian Eidolon	Porges, Jonathan Porges, Rebecca
April 18, 2019 Littleton, NH	Blood, Ella Grace	Blood, Scott Blood, Kelsey
May 10, 2019 Littleton, NH	Cozzens, Jayne Anslem	Cozzens, Stuart Cozzens, Jessica
May 17, 2019 Littleton, NH	Horvath, Ella Jean	Horvath, Kevin Horvath, Jolee
June 14, 2019 Littleton, NH	Peller, Wendell Steinem	Peller, Michael Sullivan Kelsey
June 29, 2019 Littleton, NH	Falkenham, Meadow Christine	Falkenham, Jacob Falkenham, Christina
July 13, 2019 Littleton, NH	Talcott, Lillian Jane	Talcott, Samuel Talcott, Erin
September 10, 2019 Littleton, NH	Karol, Sophie Grace	Karol, Nathan Karol, Kerry
October 23, 2019 Littleton, NH	Emmons, Benjamin Ryan	Emmons, Nickolas Emmons, Samantha
October 29, 2019 Littleton, NH	Page, Arayah Sunshine	Page, James Walsh, Deziree
November 10, 2019 Bethlehem, NH	Salomon, Zealand Jade	Salomon, Benjamin Salomon, Kristen

I hereby certify the above information is correct, according to the best of my knowledge and belief.

Mary Jackson, Town Clerk

**DEATHS REGISTERED
IN THE TOWN OF BETHLEHEM
For the Year Ending December 31, 2019**

Date & Place Of Death	Name & Surname Of Deceased	Name & Surname Of Father	Maiden Name Of Mother
January 10, 2019 Bethlehem, NH	Yargeau, Barbara	Collina, William	Cyranowski, Louise
January 19, 2019 Bethlehem, NH	Tellman, David	Tellman, Ralph	Cash, Ruby
February 17, 2019 Bethlehem, NH	Doherty, John	Doherty, William	Beck, Mary
February 25, 2019 North Haverhill, NH	Strimbeck, Evan	Strimbeck, Lee	Pugh, Katherine
March 22, 2019 Concord, NH	Adamuska, Jillian	Adamuska, David	Parcell, Michelle
April 4, 2019 Bethlehem, NH	LeMay, Brenda	Tetreault, Roger	Lescord, Delia
April 18, 2019 Bethlehem, NH	Rodenhizer, Eric	Rodenhizer, William	Howell, Frances
April 23, 2019 Bethlehem, NH	Hyde, Walter	Hyde, Charles	Kelly, Bridget
May 25, 2019 Bethlehem, NH	Carpenter Jr., David	Carpenter Sr., David	Unknown, Unknown
May 31, 2019 Manchester, NH	Iserman, Kathleen	Gleason, Joseph	Coyle, Kathleen
June 17, 2019 Bethlehem, NH	Garneau, Bryan	Garneau, Robert	Parker, Charlotte
July 11, 2019 Lebanon, NH	Sullivan, Diana	Culles, Thomas	Doughty, Doris
August 6, 2019 Littleton, NH	Newton, Nanette	Ballou, George	Countermarsh, Elizabeth

August 25, 2019 Bethlehem, NH	Stroop, Sara	Dudley, Frank	Stoyle, Sara
August 25, 2019 Bethlehem, NH	Laleme, Cassandra	Campbell, Martin	Sidney, Pauline
September 9, 2019 Bethlehem, NH	Morrow, Ellen	Johnson, Olof	Fisher, Marjorie
September 14, 2019 Lebanon, NH	Souza, Michelle	Flint, Everett	Talbot, Jeanne
September 14, 2019 Bethlehem, NH	Hyde, Yolanda	Hyde, Walter	Paquin, Dolores
November 11, 2019 Lebanon, NH	Sherman, Bradley	Sherman, Alger	Twombly, Pauline
November 12, 2019 Bethlehem, NH	Dickerman, Jane	Goulding, Stuart	Towers, Catherine
November 18, 2019 Bethlehem, NH	Culver, Bailey	Culver, Michael	Bailey, Allison
November 22, 2019 Bethlehem, NH	Laleme, Douglas	Laleme, Harold	Powers, Eva
November 24, 2019 Bethlehem, NH	Leavitt, Donald	Leavitt, Donald	Guillemette, Arlene
December 10, 2019 Bethlehem, NH	Rosa Jr., Manuel	Rosa Sr., Manuel	Silva, Florence
December 20, 2019 Franconia, NH	Giddings, John	Giddings, John	Perkins, Shirley

I hereby certify the above information is correct, according to the best of my knowledge and belief.

Mary Jackson, Town Clerk

**MARRIAGES REGISTERED
IN THE TOWN OF BETHLEHEM
For the Year Ending December 31, 2019**

Date & Place Of Marriage	Names and Surnames of Participants	Residence of Each At Time of Marriage
February 2, 2019 Littleton, NH	Presley, Kevin M Corey, Suzanne A	Bethlehem, NH Bethlehem, NH
April 19, 2019 Whitefield, NH	Fahlbeck, Mark A Stuart, Wendy F	Bethlehem, NH Lancaster, NH
April 29, 2019 Bartlett, NH	Swinyer, Paige N Reardon, Michael J	Bethlehem, NH Bethlehem, NH
May 4, 2019 Franconia, NH	Farley, Michael A Brummer, Deborah A	Bethlehem, NH Bethlehem, NH
May 22, 2019 Bethlehem, NH	Wentworth, Keauna K Newell IV, Harry J	Bethlehem, NH Bethlehem, NH
June 15, 2019 Bethlehem, NH	Wolf, Katie L Ferreira Jr., David J	Bethlehem, NH Bethlehem, NH
June 15, 2019 Bethlehem, NH	MacDonald-Heit, Connor Almeida, Monica L	Lunenburg, VT Bethlehem, NH
June 29, 2019 Bethlehem, NH	Vespucci, Zorin L King, Darcee N	Bethlehem, NH Bethlehem, NH
July 4, 2019 North Conway, NH	Menento, Michael P Smith, Angelique J	Bethlehem, NH Bethlehem, NH
July 20, 2019 Bethlehem, NH	Abbott, Pamela J Bean, Steven A	Bethlehem, NH Bethlehem, NH

I hereby certify the above information is correct, according to the best of my knowledge and belief.

Mary Jackson, Town Clerk

**ANNUAL REPORT FOR
BETHLEHEM VILLAGE DISTRICT**

BETHLEHEM VILLAGE DISTRICT
Box 667, Austin Road
Bethlehem, NH 03574

Annual Meeting Minutes for March 15, 2019

OFFICERS

BOARD OF COMMISSIONERS:

Term Expires 2019	Bruce S. Brown
Term Expires 2020	Richard E. Robie, Sr.
Term Expires 2021	Russell P. Mardin, Jr.

MODERATOR:

Term Expires 2019	Wayne Derby
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VILLAGE DISTRICT CLERK

Term Expires 2019	Tina M Doughty
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TREASURE:

Term Expires 2019	Christopher Whiton
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AUDITOR:

Term Expires 2019	Nora Clark
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WATER & SEWER RENT COLLECTOR

Suzanne MacDonald

Moderator Wayne Derby called the Annual Meeting of the Bethlehem Village District to order at 7:03 PM on Friday, March 15, 2019 at the Bethlehem Elementary School. Present were Commissioners Bruce Brown, Richard Robie, Sr. and Russell Mardin, Jr.

ARTICLE 1. Moderator Derby read the Article: To see if the district will vote to elect a Moderator for the ensuing year. Commissioner Brown nominated Patrick Doughty as Moderator for the ensuing year. Seconded by Commissioner Robie. The motion passed unanimously.

ARTICLE 2. Moderator Derby read the Article: To see if the district will vote to elect a District Clerk for the ensuing year. Commissioner Robie nominated Tina M. Doughty as District Clerk for the ensuing year. Seconded by Commissioner Mardin. The motion passed unanimously.

Bethlehem Village District

ARTICLE 3. Moderator Derby read the Article: To see if the district will vote to elect a Commissioner for the term of 3 years. Commissioner Mardin nominated Bruce S. Brown as Commissioner for a three-year term. Seconded by Commissioner Robie. The motion passed unanimously.

ARTICLE 4. Moderator Derby read the Article: To see if the district will vote to elect a Treasurer for the ensuing year. Commissioner Robie nominated Christopher Whiton as District Treasurer for the ensuing year. Seconded by Commissioner Brown. The motion passed unanimously.

ARTICLE 5. Moderator Derby read the Article: To see if the district will vote to elect an auditor in accordance with RSA 41:32-a for the term of one year. Commissioner Mardin nominated Nora Clark as District Auditor for the ensuing year. Seconded by Commissioner Robie. The motion passed unanimously.

ARTICLE 6. Moderator Derby read the Article: To hear reports of Officers take any action relating thereto. Said reports are available for review at the Bethlehem Village District office on Maple Street. Commissioner Brown moved to approve the reports of the Officers for the past year. Seconded by Commissioner Robie. There being no discussion, Article 6 passed unanimously.

Article 7: Moderator Derby read the Article: To see if the District will vote to raise and appropriate up to \$30,000 for the purpose of a sewer asset management project, and to authorize the issuance of not more than \$30,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act, NH RSA 33:1 et seq., as amended; and to authorize the Commissioners to issue and negotiate such bonds or notes and to determine the rate of interest thereon as shall be in the best interest of the District; furthermore the acceptance of grant monies from the State Revolving Loan Fund (SRF) RSA 486:14 established for this purpose, and/or any other grant or aid, which might be available for this project, in order to reduce the amount otherwise to be raised by bonds or notes. The principal and interest payments of the bonds or notes shall be paid through sewer user fees. (2/3 ballot vote required polls open for one hour)

Commissioner Brown made the motion to have Steve LaFrance speak on the article and Commissioner Mardin seconded

****Steve LaFrance from Horizon Engineering gave a little background information on the article.**

Article passed unanimously with 14 yes votes and 0 no votes.

ARTICLE 8. Moderator Derby read the Article: To see if the District will vote to raise and appropriate the sum of One Million, One Hundred Thirty Eight Thousand, Eight Hundred Forty Six Dollars (\$1, 138,846) for the district's operating budget as specified in the posted budget. This appropriation is exclusive of all other warrant articles. Commissioner Brown made the motion to pass the article. Commissioner Robie seconded the motion.
Article 8 passed unanimously.

ARTICLE 9. Moderator Derby read the Article: To see if the District will vote to raise and appropriate the sum of Eight Thousand Dollars (\$8,000) to be added to the Pickup Capital Reserve Fund established under the provisions of RSA 35:1. Motion made by Commissioner Brown to pass the article. Seconded by Commissioner Mardin.
Article 9 passed unanimously.

ARTICLE 10: Moderator Derby read the Article: To see if the District will vote to raise and appropriate the sum of Seven Thousand Five Hundred Dollars (\$7,500) to be added to the Water Intake Repairs and Upgrades Capital Reserve Fund established under the provisions of RSA 35:1. Commissioner Robie made the motion to pass the article. Seconded by Commissioner Brown.
Article 10 was passed unanimously.

ARTICLE 11: Moderator Derby read the Article: To see if the District will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be added to the H2O Maintenance Expendable Trust Fund established under the provisions of RSA 35:1. Commissioner Robie made the motion to pass the article. Seconded by Commissioner Brown.
Rita F asked to be able to ask a question – (not a district voter) Commissioner Robie made the motion to let her ask the question and Patrick Doughty seconded the motion. Her question was what is RSA 35:1? It was read what the RSA was and Rita thanked everyone for allowing her question.
Article was passed unanimously.

ARTICLE 12: Moderator Derby read the Article: To see if the District will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be added to the Wastewater Maintenance Expendable Trust Fund established under the provisions of RSA 35:1. Commissioner Robie made the motion to pass the article. Seconded by Commissioner Brown.

Article was passed unanimously.

Article 13: Capital Reserve Short Lived Assets

To see if the District will vote to establish a Short-Lived Asset Capital Reserve Fund for the purpose of purchasing assets not known to have a long life tendency. Under the provisions of RSA 35:1 and to raise and appropriate the sum of Five Thousand Two Hundred and Fifty Dollars (\$5,250) to be placed in this fund. Further to name the Commissioners as agents to expend from said fund. Commissioner Brown made the motion to pass the article. Seconded by Commissioner Robie.

Question was asked what a short-lived asset was: Commissioner Brown read the explanation.

Article was passed unanimously.

Article 14: Moderator Derby read the Article: To transact any other business that may legally come before this Meeting. People of the meeting thanked Moderator Derby for his 15 years of moderating.

No other business was brought forward to transact.

There being no further discussion, Moderator Derby made the motion to adjourn the meeting. Seconded by Commissioner Brown the motion passed by a voice vote.

The meeting adjourned at 8:21PM.

Respectfully submitted,

Tina M Doughty

Tina M Doughty
District Clerk

BETHLEHEM VILLAGE DISTRICT PROPOSED ANNUAL MEETING WARRANT

To the inhabitants of the Bethlehem Village District, in the Town of Bethlehem, County of Grafton, and the State of New Hampshire, qualified to vote in the District affairs:

You are hereby notified to meet at the Bethlehem Elementary School in said Bethlehem on Friday, the Thirteenth day of March, in the year Two Thousand and Twenty, next at 7:00 o'clock in the evening to act upon the following subjects:

ARTICLE 1. To choose a Moderator for the ensuing year.

ARTICLE 2. To choose a Clerk for the ensuing year.

ARTICLE 3. To choose a Commissioner for the term of three years.

ARTICLE 4. To choose a Treasurer for the ensuing year.

ARTICLE 5. To choose an auditor in accordance with RSA 41:31-b for the term of one year.

ARTICLE 6. To hear reports of Officers and take any action relating thereto.

ARTICLE 7. To see if the District will vote to raise and appropriate the sum of One Million, Forty Thousand, Three Hundred Three Dollars (\$1,040,303.00) for the district's operating budget as specified in the posted budget. This appropriation is exclusive of all other warrant articles.

ARTICLE 8. To see if the District will vote to raise and appropriate the sum of Eight Thousand Dollars (\$8,000.00) to be added to the Pickup Capital Reserve Fund established under the provisions of RSA 35:1. (The Commissioners recommend this article.)

ARTICLE 9. To see if the District will vote to raise and appropriate the sum of Fifty-Five Thousand Seven Hundred Thirty-Two Dollars (\$55,732.00) for the purchase of a new district truck, with Twelve Thousand Seven Hundred Thirty-Two Dollars (\$12,732) to come from the trade in of the current truck and Forty-Three Thousand Dollars (\$43,000.00), from the Pick-up Truck Capital Reserve Fund. (The Commissioners recommend this article.)

ARTICLE 10. To see if the District will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be added to the Water Intake Repairs and Upgrades Capital Reserve Fund established under the provisions of RSA 35:1. (The Commissioners recommend this article.)

ARTICLE 11. To see if the District will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be added to the H2O Maintenance Expendable Trust Fund established under the provisions of RSA 35:1. (The Commissioners recommend this article.)

ARTICLE 12. To see if the District will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be added to the Wastewater Maintenance Expendable Trust Fund established under the provisions of RSA 35:1. (The Commissioners recommend this article.)

ARTICLE 13. To see if the District will vote to raise and appropriate the sum of One Thousand Seven Hundred Fifty Dollars (\$1,750) to be added to the Short-Lived Asset Capital Reserve Fund established under the provisions of RSA 35:1. (The Commissioners recommend this article.)

ARTICLE 14. To transact any other business that may legally come before this Meeting.

Commissioners: Russell P Mardin Jr, Bruce S Brown, Richard E Robie Sr

BUDGET OF THE BETHLEHEM VILLAGE DISTRICT REVENUE

SOURCES OF REVENUE	Estimated 2019	Actual 2019	Estimated 2020
From State & Federal Governments:			
Shared Revenue	\$ 0.00	\$ 0.00	\$ 0.00
FEMA	0.00	0.00	0.00
Water Pollution Grants	18,595.00	18,595.00	18,595.00
Charges For Services:			
Income from Departments	1,069,437.00	907,871.00	960,309.00
Miscellaneous Revenues:			
Interest on Accounts	325.00	568.00	250.00
Sale of District Property	0.00	0.00	12,732.00
Misc Income	0.00	8,369.00	0.00
Insurance Proceeds	0.00	0.00	0.00
Interfund Operating Transfers In:			
From Wastewater Maint. Fund	0.00	7,915.00	0.00
From Intakes Repair and Maint	0.00	46,000.00	0.00
Village Dist. Pick-Up Truck Fund	0.00	0.00	43,000.00
USDA Grant	0.00	70,580.00	0.00
State of NH MTBE	0.00	196,204.00	0.00
Northern Borders Regional Commission	0.00	9,879.00	0.00
Fund Balance to Reduce Taxes	0.00	0.00	0.00
Voted from Fund Balance	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Revenues	\$1,088,357.00	\$1,265,981.00	\$1,034,886.00

**PROPOSED BUDGET OF THE
BETHLEHEM VILLAGE DISTRICT
EXPENDITURES**

Purposes Of Expenditures	Warrant Article #	Appro. 2019	Expend. 2019	Appro. 2020
General Funds:				
Executive	8	\$ 7,622.00	\$ 7,602.00	\$ 7,630.00
Financial Administration	8	29,827.00	31,141.00	32,059.00
Legal Expenses	8	200.00	0.00	200.00
Insurance-PLT	8	499.00	499.00	550.00
Audit	8	4,333.00	4,333.00	6,507.00
Streets & Sidewalks	8	38,983.00	25,512.00	39,103.00
Sanitation:				
Sewerage Treatment	8	174,304.00	168,535.00	183,773.00
Sewerage Services	8	94,805.00	64,784.00	91,704.00
Sewer New Construction	8	80,000.00	74,716.00	90,000.00
Sewer Asset Management	7	30,000.00	0.00	0.00
Water Distribution & Treatment:				
Water Services	8	390,588.00	359,904.00	244,162.00
Water Treatment	8	146,235.00	128,423.00	154,365.00
Water New Construction	8	0.00	0.00	20,000.00
Debt Service:				
Principal Long-Term				
Bonds & Notes	8	54,305.00	54,322.00	56,332.00
USDA Loan	8	60,783.00	60,779.00	61,927.00
Interest Long-Term				
Bonds & Notes	8	7,677.00	7,660.00	5,650.00
USDA Loan	8	37,485.00	37,489.00	36,341.00
Capital Project		0.00	287,527.00	0.00
Truck Purchase	8	0.00	0.00	55,732.00
Building and Improvements		0.00	0.00	10,000.00
All Terrain Vehicle	8	11,200.00	11,800.00	0.00
Operating Transfers Out:				
To Capital Reserve Fund				
- Pick-Up	9	8,000.00	8,000.00	8,000.00
- Water Intake	10	7,500.00	7,500.00	5,000.00
-H2O Maintenance	11	5,000.00	5,000.00	5,000.00
-Wastewater Maintenance	12	5,000.00	5,000.00	5,000.00
-Short Lived Assets	13	<u>5,250.00</u>	<u>5,250.00</u>	<u>1,750.00</u>
Total Appropriations Recommended		\$ 1,199,596.00	\$ 1,355,776.00	\$1,120,785.00

APPROPRIATIONS AND EXPENDITURES

	Approp.	Expend.	Balance & Overdraft*
General Fund:			
Executive	\$ 7,622.00	\$ 7,602.00	\$ 20.00
Financial Administration	29,827.00	31,142.00	(1,315.00)
Legal Expenses	200.00	0.00	200.00
Insurance-PLT	499.00	499.00	0.00
Audit	4,333.00	4,333.00	0.00
Streets & Sidewalks	<u>38,983.00</u>	<u>25,512.00</u>	<u>13,471.00</u>
Total General Fund	81,464.00	69,088.00	12,376.00
Sewer Fund:			
Sewerage Treatment Plant	174,304.00	168,535.00	5,769.00
Sewerage Department Expenses	94,805.00	64,784.00	30,021.00
New Construction	80,000.00	74,716.00	5,284.00
Principal-Long Term Debt	0.00	0.00	0.00
Interest-Long Term Debt	0.00	0.00	0.00
Capital Reserve Wastewater Maint	5,000.00	5,000.00	0.00
All-Terrain Vehicle	5,600.00	5,900.00	(300.00)
Truck Purchase	0.00	0.00	0.00
Capital Reserve Fund (Pick-Up)	<u>4,000.00</u>	<u>4,000.00</u>	<u>0.00</u>
Total Sewer Fund	363,709.00	322,935.00	40,774.00
Water Fund:			
Water Treatment Plant	146,235.00	128,423.00	17,812.00
Water Department Expenses	390,588.00	359,904.00	30,684.00
New Construction	0.00	0.00	0.00
Principal-Long Term Debt	115,088.00	115,100.00	(12.00)
Interest-Long Term Debt	45,162.00	45,150.00	12.00
All-Terrain Vehicle	5,600.00	5,900.00	(300.00)
Short Lived Assets	5,250.00	5,250.00	0.00
Capital Reserve Fund (Water Intake)	7,500.00	7,500.00	0.00
Capital Reserve H2O Maint	5,000.00	5,000.00	0.00
Capital Reserve Fund (Pick-Up)	<u>4,000.00</u>	<u>4,000.00</u>	<u>0.00</u>
Total Water Fund	724,423.00	676,228.00	48,196.00
Capital Project	0.00	287,527.00	(287,527.00)
Total All Funds	\$1,169,596.00	\$1,355,778.00	\$ (186,182.00)

STATEMENT OF RECEIPTS

Current Revenue:

Property Taxes	\$81,616.00
Interest on Accounts (less bank charges & fees)	568.00
Insurance Claims and Refunds	0.00
Sale of District Property	0.00
Miscellaneous	0.00
Income from Dept	0.00
FEMA	0.00
State of NH Filtration Grant	18,595.00
Water Supply System Charges	632,119.00
Water Charges Interest and Fees	5,647.00
Water Connect Fees	7,500.00
Water Miscellaneous	8,369.00
Sewer Users Charges	255,131.00
Sewer Rent Interest and Fees	4,974.00
Sewer Connect Fees	2,500.00
Sewer Miscellaneous	0.00
Sale of District Property	0.00
Transfer from Pick Up Fund	0.00
USDA Grant	70,580.00
State of NH MTBE	196,204.00
Northern Borders Regional Commission	9,879.00
Transfer from Wastewater Maintenance Fund	7,915.00
Transfer from Capital Reserves – Intakes	46,000.00

Total Current Revenue	\$1,347,597.00
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DETAILED STATEMENT OF PAYMENTS

GENERAL FUND

1. Executive		
Appropriations		\$ 7,622.00
Expenditures		
Salaries	\$ 6,992.00	
FICA/MEDI/STD/LIFE	<u>611.00</u>	<u>7,603.00</u>
Balance		19.00
Financial Administration		
Appropriations		29,827.00
Expenditures		
Bank Fees	0.00	
Office Equipment	89.00	
Officers' Expenses	8,981.00	
Office Supplies	758.00	
Telephone	636.00	
Education & Travel	198.00	
Dues, Subscriptions, Ads and Notices	2,024.00	
Misc	119.00	
Salary	16,769.00	
Health Insurance	0.00	
FICA/MEDI	1,283.00	
Unemployment	91.00	
Workers Comp	193.00	<u>31,141.00</u>
Balance		(1,314.00)
3. Legal Expenses		
Appropriations		200.00
Expenditures		<u>0.00</u>
Balance		200.00
4. Insurance-PLT		
Appropriation		499.00
Expenditures		<u>499.00</u>
Balance		0.00
5. CPA Audit		
Appropriations		4,333.00
Expenditures		<u>4,333.00</u>

Balance	0.00
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6. Streets & Sidewalks

Appropriations	38,983.00
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Expenditures

Sidewalk Maintenance	22,468.00	
Sidewalk Salary	2,828.00	
Sidewalk FICA/MEDI	<u>216.00</u>	<u>25,512.00</u>

Balance	13,471.00
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Total General Fund

Appropriations	\$81,464.00
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Expenditures	<u>69,088.00</u>
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Balance	\$12,376.00
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SEWER FUND

1. Wastewater Treatment Plant

Appropriations	\$174,304.00
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Expenditures

Lab Supplies	\$5,205.00	
Operational Contract	55,629.00	
Waste Management	672.00	
Electricity	28,004.00	
Fuel Oil & Maintenance	7,730.00	
Boiler Inspection	0.00	
Cleaning Supplies	756.00	
Alarm System Test/Calibration	690.00	
Scott Air/Fire Extinguishing	395.00	
General Maintenance	14,157.00	
Lagoon/Sewer Upgrade	41,209.00	
Chlorine	3,215.00	
Dam Registration	750.00	
Ground Water Permitting	3,255.00	
Operator Expenses	880.00	
Sludge Removal	0.00	
Outside Testing	1,713.00	
Access Road	0.00	
Rental/Expenses	<u>4,275.00</u>	<u>168,535.00</u>

Balance	5,769.00
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2. Sewer Department Expenses

Appropriations		94,805.00
Expenditures		
Salaries	29,828.00	
FICA/MEDI	2,282.00	
Education & Travel	0.00	
Workers Compensation	225.00	
Health Insurance	7,377.00	
Unemployment Compensation	107.00	
Legal	0.00	
Audit	4,333.00	
Property Liability	1,810.00	
Sewer Line Install, Maintenance & Repair	0.00	
Vehicle Maintenance & Repair	493.00	
Equipment Rental	0.00	
Gasoline	796.00	
Engineering	945.00	
Supplies	2,016.00	
Machinery & Equipment Repair	217.00	
Refunds & Reimbursements	0.00	
Sewer Maintenance	12,576.00	
Safety Clothing & Equipment	74.00	
Miscellaneous Expenses	581.00	
Electricity Pump Station	219.00	
Building and Improvements	0.00	
Communications Expenses	<u>905.00</u>	<u>64,784.00</u>

Balance	30,021.00
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3. New Construction

Appropriations	80,000.00
Expenditures	<u>74,716.00</u>

Balance	5,284.00
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4. Principal - Long Term Debt

Appropriations	0.00
Expenditures	<u>0.00</u>

No Balance	0.00
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5. All Terrain Vehicle

Appropriations	5,600.00
Expenditures	<u>5,900.00</u>

No Balance	(300.00)
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6. Truck Capital Reserve	
Appropriations	4,000.00
Expenditures	<u>4,000.00</u>
Balance	0.00
7. Capital Reserve Wastewater Maint	
Appropriations	5,000.00
Expenditures	<u>5,000.00</u>
No Balance	0.00
Total Sewer Fund	
Appropriations	\$363,709.00
Expenditures	<u>322,935.00</u>
Balance	\$ 40,774.00

WATER FUND

1. Water Department Expenses	
Appropriations	\$390,588.00
Expenditures	
Salaries	\$63,529.00
FICA/MEDI	4,860.00
Workers Compensation	458.00
Unemployment Compensation	217.00
Health Insurance	21,981.00
Auditing	4,333.00
Insurance PLT	5,524.00
Legal	0.00
Engineering Services	6,705.00
Waterline Install/Main/Repair	0.00
Vehicle Maintenance & Repair	1,631.00
Gasoline	2,389.00
Communications Expense	2,175.00
Supplies	5,945.00
Water Testing	0.00
Machinery & Equipment Repair	650.00
Water Stock On Hand	0.00
Refunds & Reimbursements	0.00
General Maintenance	83,339.00
Education & Travel	0.00
Safety Clothing & Equipment	223.00
Rental	0.00
Building and Improvements	0.00

Gale River Line Maint	2,795.00	
Intakes – Repairs & Upgrades	152,707.00	
Miscellaneous Expense	<u>442.00</u>	<u>359,903.00</u>
Balance		30,685.00
2. Water Treatment Plant		
Appropriations		146,235.00
Expenditures		
Equipment Repair	3,817.00	
Electricity	14,955.00	
Fuel (Propane)	9,518.00	
Chemicals	6,145.00	
Supplies	1,816.00	
Water Testing	2,923.00	
Telephone	1,912.00	
General Maintenance	31,221.00	
Engineering	0.00	
Operator Expenses	801.00	
Operator Contract	53,235.00	
Sand at Filter Plant	0.00	
Outside Labor	<u>2,080.00</u>	<u>128,423.00</u>
Balance		17,812.00
3. All Terrain Vehicle		
Appropriations		5,600.00
Expenditures		<u>5,900.00</u>
Balance		(300.00)
4. Principal - Long Term Debt		
Appropriations		115,088.00
Expenditures		<u>115,100.00</u>
Balance		(12.00)
5. Interest - Long Term Debt		
Appropriations		45,162.00
Expenditures		<u>45,150.00</u>
Balance		12.00
6. Truck Capital Reserve		
Appropriations		4,000.00
Expenditures		<u>4,000.00</u>
Balance		0.00

7. Capital Reserve Intake	
Appropriations	7,500.00
Expenditures	<u>7,500.00</u>
No Balance	0.00
8. Short Lived Assets	
Appropriations	5,250.00
Expenditures	<u>5,250.00</u>
Balance	0.00
9. Capital Reserve H2O Maintenance	
Appropriations	5,000.00
Expenditures	<u>5,000.00</u>
Balance	0.00
Total Water Fund	
Appropriations	\$724,423.00
Expenditures	<u>676,226.00</u>
Balance	\$ 48,197.00
GRAND TOTAL ALL FUNDS	
Appropriations	\$1,169,596.00
Expenditures	<u>1,068,249.00</u>
Balance	\$101,347.00

WATER PROJECT – STATEMENT OF INDEBTEDNESS

01/01/2019 Loan Balance	Principal Payment	Interest Payment	Total Payment	12/31/2019 Loan Balance
UNION BANK				
\$220,866.02	\$54,321.52	\$7,660.48	\$61,982.00	\$166,544.50
USDA				
\$2,014,341.00	\$60,778.85	\$37,489.15	\$98,268.00	\$1,953,562.15

SEWER PROJECT – PHASE III

January 1, 2019 Balance	\$ 68,170.52
Withdrawals	0.00
Income Earned and Reinvested	<u>136.47</u>
December 31, 2019 Balance	\$ 68,306.99

WATER PROJECT

January 1, 2019 Balance	\$ 499.99
Deposits	70,579.83
Withdrawals	70,579.82
Income Earned and Reinvested	<u>0.00</u>
December 31, 2019 Balance	\$ 500.00

USDA WATER PROJECT ACTIVITY

USDA Revenue budget approved at 2014 annual district meeting	\$ 3,764,600.00
USDA Loan & Grant:	
Prior Years' Receipts	3,694,020.00
Current Year Receipts	70,580.00
Transfer from DWGW trust project	<u>142,429.00</u>
Total project revenue	<u>\$ 3,907,029.00</u>
Expense budget approved at 2014 annual district meeting	\$ 3,872,114.00
Prior Years Expenses	(3,695,483.00)
Current Year Expenses	<u>(213,009.00)</u>
Balance of expense budget remaining	<u>\$ 3,908,492.00</u>

NBRC AND NH DWGW TRUST PROJECT ACTIVITY

NH Drinking Water Groundwater Trust Grant Budget (DWGW)	\$ 750,000.00
Northern Borders Regional Commission Grant Budget (NBRC)	75,000.00
Received Current year:	
DWGW	(196,204.00)
NBRC	<u>(9,879.00)</u>
Balance of revenue budget remaining	<u>\$ 618,917.00</u>
Total grant project budget	\$ 825,000.00
Transfer to Water Project	(142,429.00)
Water Meter project	<u>(74,518.00)</u>
Balance of expense budget remaining	<u>\$ 608,053.00</u>

Bethlehem Town Directory

Government- Telephone Numbers

Selectmen’s Office	869-3351 x 10
Planning & Zoning Office	869-3351 x 11
Tax Collector’s Office	869-3133 x 13
Town Clerk’s Office	869-2293 x 15
Deputy Town Clerk/Tax Collector	869-3351 x 12
Direct Assistance	869-3351 x 10
Clerical Assistant and Assessing Office	869-3351 x 23
Recreation Director.....	869-3351 x 19
Health & Code Enforcement Officer	616-5716
Police Department (Non-Emergency Only).....	869-5811
Police Fax	869-3342
Fire Department.....	869-5822
Highway Department.....	869-2212
Library	869-2409
Bethlehem Village District	869-3440
Selectmen’s Office Fax	869-2280
Town Clerk/Tax Collector Fax	869-5500

Government – Websites

Town of Bethlehem	www.bethlehemnh.org
Bethlehem Public Library.....	www.bethlehemlibrary.org
Bethlehem Country Club	www.bethlehemccnhgolf.com
Bethlehem Heritage Society	www.bethlehemheritagenh.org
Bethlehem Recreation Department.....	www.bethlehemrecreation.com
Bethlehem Visitor Center	www.bethlehemwhitemtns.com

Government – Email Addresses

Selectmen’s Office	admin@bethlehemnh.org
Planning & Zoning Office	planning@bethlehemnh.org
Tax Collector’s Office	taxcollector@bethlehemnh.org
Town Clerk’s Office	townclerk@bethlehemnh.org
Deputy Clerk/Tax Collector.....	deputy@bethlehemnh.org
Town Treasurer.....	treasurer@bethlehemnh.org
Direct Assistance	welfare@bethlehemnh.org
Clerical Assistant and Assessing Office	clerical@bethlehemnh.org
Recreation Director.....	recdirector@bethlehemnh.org
Health & Code Enforcement Officer	codeofficer@bethlehemnh.org
Police Department.....	police@bethlehemnh.org
Fire Department	firechief@bethlehemnh.org
Highway Department	roadagent@bethlehemnh.org
Library	lclerkin@bethlehemlibrary.org
Bethlehem Village District	bethlehemvillage@myfairpoint.net

Bethlehem Office Hours

Selectmen's Office

Monday through Thursday 8:00a.m. – 4:00p.m.
Friday 8:00a.m. – Noon
BOS Meeting Mondays Evenings

Planning & Zoning Office

Planning Meetings 2nd and 4th Wednesday Evenings, as needed
Zoning Meetings Tuesday Evenings, as needed or as called by the Chair

Tax Collector & Town Clerk's Office

Monday 8:00a.m. – 7:00p.m.
Tuesday through Thursday..... 8:00a.m. – 4:00p.m.
Friday 8:30a.m. – 12:30p.m.

Library

Monday 1:00p.m. – 7:00p.m.	Thursday 1:00p.m. – 7:00p.m.
Tuesday 10:00a.m. – 4:00p.m.	Friday 10:00p.m. – 4:00p.m.
Wednesday 1:00p.m. – 7:00p.m.	Saturday 9:00a.m. – 1:00p.m.

Food Pantry

Monday and Wednesday 10:00a.m. – 11:00a.m.
Tuesday 2:00p.m. – 3:00p.m.

Bethlehem Village District

Monday through Friday (Office) 8:00a.m. – 3:00p.m.
Monday through Friday (Maintenance) 7:00a.m. – 3:30p.m.
Commissioners Meeting Second Tuesday of each month Open at 6:30p.m.

Meeting Times and Agendas can be found on our website at
www.bethlehemnh.org