

TOWN OF BETHLEHEM

NEW HAMPSHIRE



2015

ANNUAL REPORT

Steve & Phyllis Oliveira:

Steve joined the Bethlehem Fire Department in 2007 and became Lieutenant in 2013. Steve was also a supervisor of the checklist for many years. Phyllis was the head of the Bethlehem Ladies Auxiliary and organized the Gazebo Concerts for many years. Both Phyllis and Steve were part of the Christmas in Bethlehem committee.

Kevin & Laura Morse:

Kevin Morse joined the Bethlehem Fire Department in 2006 and became Lieutenant in 2013. Kevin was also on the Bethlehem Zoning Board of adjustment for many years and was the town surveyor. Laura also joined the Bethlehem Fire Department in 2006 and became an EMT in 2007. Laura also was the proprietor of the Weenie Wagon.

Both the Oliveira's and the Morse's moved out of Bethlehem in 2015. We wish them well in their new endeavors. People like this make up the very fabric of our town and they will be sorely missed.



Steve & Phyllis Oliveira



Kevin & Laura Morse

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## **TOWN OFFICERS**

### **BOARD OF SELECTMEN**

Michael Culver, Chair	(2016)
Martin Glavac	(2016)
Gerald Blanchard	(2017)
Cassandra Laleme	(2017)
Elizabeth Staples	(2018)

#### **ADMINISTRATIVE ASSISTANT**

April Hibberd

#### **CLERICAL ASSISTANT**

Nicole McGrath

#### **TOWN CLERK**

Mary Jackson (2016)

#### **DEPUTY TOWN CLERK**

Marie Brockway

#### **TAX COLLECTOR**

Mary Jackson (2016)

#### **DEPUTY TAX COLLECTOR**

Marie Brockway

#### **MODERATOR**

Wayne Derby (2016)

#### **TREASURER**

Frank Claffey Jr. (2016)

#### **POLICE CHIEF**

Michael Ho-Sing-Loy

#### **OVERSEER OF WELFARE**

Dawn Ferringo

#### **ROAD AGENT**

Brett Jackson (2016)

#### **RECREATION DIRECTOR**

Rhienna Miscio

### **FIRE CHIEF AND FOREST FIRE WARDEN**

Jack Anderson

#### **ASST. CHIEF**

Brian Charland

#### **2<sup>ND</sup> ASST. CHIEF**

Laura Lucas

### **TRUSTEES OF THE TRUST FUNDS**

Donald Lavoie	(2016)
Alan Jackson	(2017)
Jan Kotok	(2018)

### **SUPERVISORS OF THE CHECKLIST**

Peter Roy (Appointed)	(2016)	Stephen Oliveira	(2018)
Barbara Waites	(2019)	Ellen Roy	(2020)

### **LIBRARIAN**

Laura Clerkin

### **LIBRARY TRUSTEES**

Russell Bonnevie	(2016)	Douglas Harman	(2017)
Peter Roy	(2016)	Daniel Tucker	(2017)
Joyce Tucker	(2016)	Nora Clark	(2018)
Benedict Woo	(2016)	Sara Plumley	(2018)
Leonard Grubbs	(2017)		

**CEMETERY COMMITTEE**

Paul Hudson (2016)  
Clare Brown (2017)  
Richard Robie Jr. (2018)

**REVOLVING LOAN COMMITTEE**

Carol Boucher  
Ellen Leavitt  
Ronney Lyster

**CONSERVATION COMMISSION**

Jeanne Robillard (4/16)                      Joshua Casey (4/18)  
Marilyn Johnson (4/16)                      Cheryl Jensen (4/18)  
Donna Devlin-Young (4/17)                      Christopher Jensen (4/18)  
Margaret Gale (4/17)  
Linda Moore, Alternate (4/18)  
Nicole McGrath, Alternate (4/18)

**BRETZFELDER PARK COMMITTEE**

Tanya Tellman, Chair                      Marilyn Johnson  
Elizabeth Carter                      Nigel Manley  
Nancy Czarny                      Julie Yates  
Ann Gruzcka

**PLANNING / ZONING BOARD ASSISTANT**

Dawn Ferringo

**PLANNING BOARD**

Mike Bruno, Chair (2017)  
David Wiley (2016)  
Andrea Bryant (2016)  
Christophe McGrath (2017)  
Stephen Gorman (2018)  
Marie Stevenson (2018)  
Donald Lavoie, Alternate (2016)  
Jeanne Robillard, Alternate (2016)

**ZONING BOARD**

Lon Weston, Chair (2017)  
Kevin Morse (2016)  
Maurice Stebbins (2016)  
Amy Deventhal (2018)  
Alan Jackson (2018)  
Ruth Heintz, Alternate  
Christina Ferraro, Alternate

**TOWN OF BETHLEHEM  
NEW HAMPSHIRE  
2015 DELIBERATIVE SESSION**

To the inhabitants of the Town of Bethlehem, New Hampshire, County of Grafton, 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 the Bethlehem Town Building Meeting Room located at 2155 Main Street in said Bethlehem on February 2, 2015 at 6:00 P.M. 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 40:13a. Warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion as amended.

You are hereby notified that a second session of the annual meeting of the Town of Bethlehem will be held at the Bethlehem Town Building Meeting Room on Tuesday March 10, 2015 at 8:00 A.M. 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 A.M. in the forenoon and will not close until 7:00 P.M. in the evening.

**Moderator Wayne Derby opened the meeting at 6:00 p.m. with the Pledge of Allegiance and a moment of silence. Then read the attached Moderator rules for the meeting.**

**Article 1:** To choose all necessary Town Officers for the ensuing year. (Ballot Vote)

**Selectmen (1) 3- Year Term**

Willard Lucas	202
Libby Staples	262
Harold Friedman	19

**Planning Board (2) 3- Year Term**

Marie Stevenson	344
Stephen Gorman	293

**Zoning Board of Adjustment (2) 3- Year Term**

Alan Jackson	340
Amy Delvanthal	319

**Trustee of the Trust Fund (1) 3- Year Term**

Jannifer Kotok	391
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**Cemetery Trustee (1) 3- Year Term**

Richard Robie Jr.	415
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**Library Trustee (3) 3- Year Term**

Nora Clark	379
Sara Plumley	343
Christopher Brooks	342

**Article 2: Operating Budget 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 \$2,748,032 (Two Million Seven Hundred Forty Eight Thousand Thirty Two Dollars). Should this article be defeated, the default budget shall be \$2,764,527 (Two Million Seven Hundred Sixty Four Thousand Five Hundred Twenty Seven), 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.

Sandy Laleme motioned to accept the budget as presented. Dick Robie- Makes the motion to read the budget line by line. Sandy explained that the proper procedure would be a second to her motion prior to opening this up for discussion. Mr. Robie’s is not a motion since there is a motion on the floor. Martin Glavac seconds the motion made by Sandy Laleme.

Patrick Doughty would like the budget to be reviewed line by line. Sandy Laleme will make the opening statement. This budget includes two special revenue accounts and is down by \$13,053. Providing projected revenue comes in, this will result in less taxes to collect by \$153,473.

Dick Robie states once again that he would like the budget to be reviewed line by line. Sandy Laleme begins with the Executive Offices, reading each line item. Jeanne Robillard asks for an explanation of the difference between Professional consultation and Legal Consultation. Sandy Laleme explains that the old landfill is monitored and the monitoring has been changed to every 3 years which is less frequent. This requires professional consultation. Legal consultation, for example has been to review the plans for Stage V of the land fill to insure compliance with the town agreement.

Jerry Blanchard – Elections and Vitals, reading each line item. Dick Robie asks, it appears that across the hall each office is different from the other and in reviewing the budget raises don’t make sense. Jerry Blanchard asked Mr. Robie to be patient with that question and the next section will provide an answer. Mr. Robie then asked if meals were purchased. Mary Jackson, Town clerk answered yes, on Election Day the Ballot clerks are provided meals.

Jerry Blanchard read the Financial – Tax Collecting line by line, and makes a motion to increase the Tax Collector salary by \$1,200. Nancy Czarny stated you cannot make a motion on this; there is a motion on the floor that needs to be addressed. Sandy Laleme states that this budget can be amended. Jerry said he would like to see this bottom line

change by \$1,200. Jeanne Robillard asked what happened to the tax collector fees. Jerry responded by saying that a warrant was placed on the ballot last year to do away with fees and compensation would be through salary. Mike Culver seconds the motion to increase the tax collector budget by \$1,200. Sandy reminds everyone that the motion on the floor is to accept the warrant amount. Shane Macelhiney asked the BOS if they are the ones that put these budgets together. Jerry answered by saying that each Department Head puts the budget together based on the needs for the year. There had been a miscommunication between Mary Jackson and him and this is making it right. Nancy Czarny states she can understand the proposal to increase the budget however looking at the unaudited 2014 budget adjustments can be made to provide for the salary increase. She then listed a couple line items and felt this budget could be shaved more. Mary Jackson responded by saying this is a much shaved budget. April Hibberd stated that all expenditures have not come in yet. Sandy Laleme stated these are based on anticipated expenses. In the past the tax collector received combination of fee and salary but a warrant article was never found supporting this so two articles were written for stream lining purposes. Budget is down from last year, 95% of taxes are collected which is an improvement from past years, we are adding a credit card machine. \$1,200 increase is reasonable and should have gotten it initially.

Jerry Blanchard made the motion to amend the overall budget to read \$2,749,232 (Two Million Seven Hundred Forty Nine Thousand Two Hundred Thirty Two). Seconded by Sandy Laleme. Dick Robie, the people here who spoke wants to add it to the overall budget; we would like this budget to show the increase. Mike Culver responded by saying we will readjust the budgets in the end. The only thing that can be amended is the warrant - For the overall budget.

Sandy – The state allows the BOS to move money as long as you do not go over the total budget amount. We will honor what the people want. Pat Doughty stated that we've gone over the whole budget then motion to accept it, in the past. Julian Czarny responded by saying that the budget hearing a couple weeks ago already explained it, all you can do is put it in the bottom line. We must trust the BOS will put it where people want it. Carol Kerivan stated not a motion right off. Budgets were discussed line by line before and tonight motions have been made. Nancy Czarny reinforces withdrawing the original motion on the floor would fix this. Sandy would withdraw her original motion if Martin will withdraw his second of the motion first. Martin Glavac will not withdraw his second. Sandy's original motion stands. Steve Hoyt suggests keeping a running tally does not have to amend each time, it's all in the discussion. An amendment does not change the original motion. Culver explained that in the past actual votes on line items was not the right way. There's no gray area if you make the amendment now then move on. If you keep a tally there is no way other for the room to know. Sandy said the BOS will move the money to appropriate places and amend each line. Jeanne Robillard says if I understand, keeping a running tally and voting at the end doesn't give voters what they vote on. A running tally doesn't give line item choices. Martin Glavac agrees with Jeanne, we are affecting the bottom line and the BOS will honor the people's choice. Mike Culver states that the motion doesn't get recalled then the Moderator declares the warrant has changed to read – whatever the proposal is. Pat Doughty continues by saying that the BOS is right, you can move money. The legislative body wants to insure money goes where the legislative body wants it to go. The Moderator reads the Article. Dick



Robie states now we have a motion, we can't have a motion on the floor. Culver states we all want the same result, must stay with legal and procedural. Can't discuss this without first motion; Mr. Moderator call for vote on amendment to raise additional funds.

Martin Glavac seconds the amendment, No discussion. Wayne Derby, Moderator reads Article II as amended. We are now voting to amend Article 2, all in favor, zero opposed. Article 2 passes as amended.

Sandy reads Real Property Appraisal Budget line by line. Jeanne Robillard suggests that a big increase in a line item could be explained. No further questions.

Sandy reads Legal line by line and explains the increase is due to this years expenses; deeding of property, bankruptcy, drag strip, personnel, most everyone should be aware that Fairpoint Communications has a law suit against all New Hampshire towns and we are included, tax law suit last year, attorney reviewing of misc documents. We could not have anticipated some of these actions. No further questions

Sandy reads Planning and Zoning budget line by line. Jeanne Robillard asked that someone explain last year's legal expense of \$8,316. Sandy responds by saying NCES was some of this, primarily Stage V. Jeanne Robillard stated – So, it's related to the landfill. Pat Doughty said that the Town needs to utilize LGC to save on legal costs. Sandy explained that many of these expenses are court approved and very specific issues that LGC will not address. LGC only gives general legal advice.

Sandy now reads General Government Buildings line by line. Pat Doughty asked what is in the fuel. Sandy replied by saying this is for mowing and other various consumptions. All town fuel is put out for bid and the Town accepted the bid that best fit our purposes. Pat D. stated that fuel costs are going down, this cost could go down. Sandy responds by saying the budgets were done before the prices went down. Oil workers are now on strike increasing the costs, which is up by \$4.00 a barrel this past week. Brett Jackson, Road Agent added that in the past 8 days the Highway dept burned over 580 gallons of fuel treating the roads. Trying to come up with the money and keep cutting, doesn't work. Culver also added that we presented lean budget. Big storms and low money in the fuel may cause a freeze in the budget the same as last year. No further comments.

Sandy read town insurance, Advertising, and other general government line by line. No questions.

Mike Culver read the Police Budget line by line. Dick Robie asked to look at the 2<sup>nd</sup> line, Officer Salaries. How many officers do we have in this town? The answer given was 7. Dick further stated that the percentage of salary increase for the Chief is much higher, and mileage at \$1,100, and we have 4 police cruisers. We have 7 full time officers; I would like to make a motion to reduce the 2<sup>nd</sup> line by \$73,258. Pat Doughty seconds the motion. Dick Robie continues with We have 7 full time officers, we can't afford it. We can't afford 4 police cars. Late at night when I walk the streets and 3 officers are on duty, other times there are none. We are a small town only 9 miles from F Troop. We can't continue to support this. We have got to control this, but there's no control. We defeated a warrant article for a car but we got a new car anyway. He asks for a secret ballot to reduce this, and I need five signatures. Mike Culver stated that the Town is the same size

but towns around us are not. Times are a lot different. Going anywhere North you have to pass through Bethlehem. Officers are busy arresting people, keeping us safe. We have a heck of a service and I'm willing to pay for it. As for salaries, we do not have 7 full time officers. We have an officer that is part time and one that is deployed that we hold a position for. We have time and money invested in our officers. Salaries are the lowest in the area. We lost two officers this past year that we paid to train. As for the 4 cruisers, we had the money in capital reserve. The warrant article that was voted down was to keep that funding going. Lowering this budget is lowering the services. Jeanne Robillard added that Police service is critical and in comparison to a pool budget which is \$60,736. If we can keep a pool and cut police, our priorities are very misplaced. Martin Glavac added that the number of arrests is up because we have more officers. Crime is here, we are now making arrests. Dick Robie pointed out that he supports the pool for the Kids. Mr. Moderator corrected Jeanne Robillard, she personally attacked Mr. Robie and this is not allowed. Pat Doughty stated that the Town does not need 24 hour coverage. The Town is not the biggest part of our tax rate but people on Social Security income don't get raises. Mike Kerivan asked the Chief of Police if he had a response. Chief Ho-Sing-Loy stated that they get over 5,000 calls for service. He was down by 2 officers they covered 1,000 more calls last year. Crimes against persons and crimes against property have gone down over the years; drug and alcohol is down 21% due to enforcement; juvenile crimes are down 1% from last year since they are now getting in to the schools; 50% of officers gone but kept up with services. The police are 22% of the overall budget which is not a lot for the services. Littleton offers a \$3000 bonus for trained officers. It takes 16 weeks at the academy, then on the job training being monitored which takes about 1 year. Rhienna Miscio, Rec. Director stated that the police department helps out with the kids in the Rec. program by teaching bike safety, providing helmets for the kids, and assists in staff training. Carol Kerivan asked the Chief how often did we not have full time coverage, or have a decrease in services. How can we say we don't need it! Chief Ho-sing-Loy answered by saying there was no coverage maybe 2 hours per night, three days a week, mainly around 5:00-7:00 am. Jeanne Robillard stated the deployed officer is not drawing a salary, we don't know when he's returning so this may not get spent. Sandy Laleme followed up by adding that when we don't have all the officers, overtime increases. Culver said that the part time officer really helped out a lot. We are a large town geographically speaking and our officers are all over it. No further questions.

Moderator: We have five signatures requesting secret ballot to reduce the budget from \$2,749,232 to \$2,675,974 to vote you must show a green card to the supervisor of the checklist. Culver clarified what the yes vote will be which is reducing the budget; a no vote leaves the budget where it is.

**Yes 8**

**No 38**

The Budget remains where it is. Martin Glavac read the Fire Department budget line by line; No questions. Sandy Laleme read the Dispatch/Building Inspection budget line by line and explained that the increase is because Grafton County determines cost by the number of calls. No questions. Mike Culver read the Highway Department budget line by line; No questions. Mike C read the Street Lighting budget line by line; No questions.

Gerald (Jerry) Blanchard read the Ambulance budget line by line. Sandy Laleme stated that the ambulance generated \$43,519 income therefore ambulance is self supporting. Jack Anderson, Fire Chief stated that billing services need to increase by \$1,000. Julian Czarny stated that the operating expense is covered however the ambulance is not. BOS may choose to investigate hire out vs. having our own. Julian has a friend on an ambulance service that gets hired out and supports this. Jack Anderson states that as of January 1<sup>st</sup>, our company was \$750 per month, another company charges 10% across the board. Moderator clarified that Jack is asking to make an amendment to increase the billing service by \$1,800. We are now voting to amend Article 2 to increase to \$2,751,032. All in favor; none opposed. Article will read as amended

Jerry read Emergency Management line by line. No questions. Jerry read Welfare line by line; No questions.

Sandy read Parks and Recreation line by line; Sandy explained that last year the pool ran at \$61,000 because we were unsure of what the actual costs would be. This year it will run at \$48,000. Phil Bell wanted people to know that behind the scene there are still a lot of volunteers, keeping lower figures. No further discussion.

Sandy read the library line by line. Nancy Czarny asked why this budget is not broken down like the others. Sandy replied by saying the BOS have no control over line items and the library would have a break down if asked. Doug Harman added that the BOS are only allowed to vote on the bottom line as required by law. The full budget is available.

Sandy read the Conservation line by line; No questions. Sandy read Debt Service line by line; No discussion. Martin read Country club line by line; No discussion.

Sandy read the Parks and Recreation Special Revenue fund; No discussion. Then added this concludes this portion. Pat Doughty stated this is an unaudited budget and asked how close it, what is still uncollected. April Hibberd answered by saying auditors will make yearend adjustments which affect the bottom line, we are still expecting more in as of 1/21/15. The final number is still unknown. Sandy added that this is an extremely lean budget and the next step will be cutting services. All department heads did an excellent presentation in the presentation of their budgets.

Moderator: Time to vote on the Amended budget and read the amended Article.  
All in favor, zero opposed. **Article 2 will appear as amended on the ballot.**

**Yes 382**

**No 81**

### **Article 3: Raise and appropriate funds to Police Cruiser**

To see if the Town will vote to raise and appropriate the sum of \$15,000 (Fifteen Thousand Dollars) to be added to the Police Cruiser Capital Reserve Fund.

**Martin Glavac made the motion to place the warrant article on the ballot as written. The motion was seconded by Jerry Blanchard.**

**Discussion:** Nancy Czarny asked that current balances be given with each warrant.

Current balance: \$2,000.20. All in favor, zero opposed. **Article 3 will appear on the ballot as written.**

**Yes 230**

**No 246**

**Article 4: Appropriate funds to Police Specialized Equipment**

To see if the Town will vote to raise and appropriate the sum of \$5,000 (Five Thousand Dollars) to be added to the Police Equipment Capital Reserve Fund.

**Martin Glavac made the motion to place the warrant article on the ballot as written. The motion was seconded by Jerry Blanchard**

**Discussion:** Steve Hoyt asked what this fund is for. Police Chief stated it's for safety equipment, replacing vests, radio equipment, and night time lights. No further discussion. All in favor, zero opposed. **Article 4 will appear on the ballot as written.**

**Yes 256**

**No 223**

**Article 5: Raise and appropriate funds for New or Used Fire Truck**

To see if the Town will vote to raise and appropriate \$10,000 (Ten Thousand Dollars) to be added to the Fire Department Emergency Safety Equipment Capital Reserve Fund. (The Board of Selectmen recommends)

**Sandy Laleme made the motion to place the warrant article on the ballot as written. The motion was seconded by Jerry Blanchard**

**Discussion:** Chief Anderson explained that the cost for equipment is high: \$725 for each cylinder for the air packs and cost of \$2,400 for each air pack increased to \$7,500 each. This is the purpose of this fund. No further discussion. All in favor, zero opposed. **Article 5 will appear on the ballot as written.**

**Yes 314**

**No 166**

**Article 6: Raise and appropriate funds for New or Used Fire Truck**

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.

**Jerry Blanchard made the motion to place the warrant article on the ballot as written. Martin Glavac seconded.**

**Discussion:** The current balance in this fund is \$11,964.04. No further discussion. All in favor, zero opposed. **Article 6 will appear on the ballot as written.**

**Yes 302**

**No 175**

**Article 7: Raise and appropriate funds for New or Used ambulance**

To see if the Town will vote to raise and appropriate the sum of \$20,000 (Twenty Thousand Dollars) to be added to the Ambulance Capital Reserve Fund.

**Jerry Blanchard made the motion to place the warrant on the ballot as written; seconded by Martin Glavac.**

**Discussion:** Chief Anderson stated that last year a fire truck was purchased through this fund. An ambulance is definitely needed and we are \$20,000 short. We are far from having a purchase price. Trying to be responsible with getting this fund up. An ambulance costs approximately \$120,000. Current balance; \$50,088.90. All in favor, zero opposed. **Article 7 will appear on the ballot as written.**

**Yes 306**

No 169

## Article 8: Establish Capital reserve Fund for Assessing

To see if the town will vote to establish an Assessing Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of assessing property values of the town, as required by law, and to raise and appropriate the sum of \$15,000 (Fifteen Thousand Dollars) to be placed in this fund. Further, to name the Board of Selectmen as agents to expend from said fund.

**Sandy Laleme made the motion to place the warrant article on the ballot as written. The motion was seconded by Martin Glavac.**

**Discussion:** Every five years we are required to reevaluate. To avoid the large expense we hope to have a 5 year plan. All in favor, zero opposed. **Article 8 will appear on the ballot as written.**

**Yes 262**

No 205

## Article 9: Broadband

To see if the Town will vote to establish a Broadband Capital Reserve Fund under the provisions of RSA 35:1 for obtaining Broadband in areas of Town that do not have it and to raise and appropriate the sum of \$100 (One Hundred Dollars) to be placed in this fund. Further, to name the Board of Selectmen as agents to expend from said fund.

**Martin Glavac made the motion to place the warrant on the ballot as written. The motion was seconded by Mike Culver.**

**Discussion:** the purpose is to create capital reserve to extend broadband to areas without or underserved. This allows us to apply for grants. This will give us an account to put the grant money into. Jack Anderson asked if this is non-lapsing and Martin replied with Yes. All in favor; zero opposed. **Article 9 will appear on the ballot as written.**

**Yes 304**

No 169

## Article 10: Backhoe Purchase

To see if the town will vote to authorize the selectmen to enter into a ten year lease/purchase agreement for \$101,900 for the purpose of leasing a Loader Backhoe for the Highway Department, and to raise and appropriate the sum of \$11,155 for the first

year's payment for that purpose. The lease agreement contains an escape clause. This purchase is to replace the current 1998 Loader.

**Martin Glavac made the motion to place the warrant on the ballot as written. The motion was seconded by Jerry Blanchard.**

**Discussion:** Brett Jackson – Road Agent, loader paid for at the end of this year and we have been offered a very good trade in of \$27,500. Money is tight and we spend about \$4,000 per year on the present backhoe. Four years from now, We would be spending more money to replace this piece of equipment. All in favor, zero opposed. **Article 10 will appear on the ballot as written.**

**Yes 333**

No 143

## Article 11: GIS Mapping

To see if the town will vote to raise and appropriate the sum of \$34,880 (Thirty Four Thousand Eight Hundred Eighty Dollars) for the purpose of Mapping and GIS Development which includes NH T2 parcel data update, Spatial recompilation and GPS field data collection.

**Gerry Blanchard made the motion to place the warrant on the ballot as written. The motion was seconded by Sandi Laleme**

Sandy stated that this is for putting maps in electronic form. Used for property mapping, abutter list, zoning, flood plans, topography, conservation areas and a definitive view of lots and abutters. This amount is 1/3 of the previous quote because current assessors have updated as much as they have. Steve Hoyt asked about the free GIS and to clarify that money is set aside to hire someone if approved. Sandy replied with yes, and the free one is not detailed enough and limited. Peter Roy asked if this would be available through the town website. Sandy let him know that there will be a link on our website for this.

**All in favor, zero opposed. Article 11 will appear on the ballot as written.**

**Yes 206**

**No 264**

## Article 12: Other

To see if the town will vote to raise and appropriate the sum of \$7,500 (this is a \$1500 decrease from 2009) for the purpose of providing live musical entertainment and support for the gazebo summer concert series, free to the public, to be held at the Bethlehem Gazebo in 2015.

**Martin Glavac made the motion to place the warrant on the ballot as written. The motion was seconded by Sandy Laleme**

No discussion. Four in favor, one opposed. **Article 12 will appear on the ballot as written.**

**Yes 348**

No 131

**Article 13: Other**

To see if the town will vote to raise and appropriate the sum of five thousand dollars (\$5000) to Grafton County Senior Citizens Council, Inc. through the Littleton Area Senior Center and the ServiceLink Resource Center for services for Bethlehem residents in 2015. These services include congregate meals, home delivered meals, transportation, outreach support, ServiceLink support, and more. In FY2014, the Littleton Area Senior Center provided services for 110 Bethlehem residents, and ServiceLink provided services for 80 residents. The cost of providing these services was \$56,176.27.

**Martin Glavac moved to place the warrant on the ballot as written, Gerry Blanchard seconded the motion.** All in favor none opposed. **Article 13 will appear on the ballot as written.**

**Yes 383**

**No 95**

**Article 14: Other**

Tri-County Community Action Program, a private, non-profit agency, is requesting \$7,200 in funding from the town of Bethlehem. The funds requested are used in 2 very important ways. We receive matching grants to continue providing direct assistance to your citizens. Secondly, your local Community Contact Office is only funded by the Fuel Assistance programs from December through April. We start taking applications in July so application s can be processed by the time the program opens, saving towns substantial money in their Town Welfare budget for emergency heating assistance.

**Gerry Blanchard moved to place the warrant on the ballot as written, seconded by Martin Glavac.**

**Discussion:** Steve Hoyt stated that when this article was submitted it was incorrectly written. He would like to have this article amended to read as follows: To see if the Town will vote to raise and appropriate the sum of \$7,200 (Seven Thousand Two Hundred Dollars) to Tri-County Community Action Program; a private non-profit agency. The funds requested are used in two very important ways. We receive matching grants to continue providing direct assistance to your citizens. Secondly, your local Community Contact Office is only funded by the Fuel Assistance programs from December through April. We start taking applications in July so applications can be processed by the time the program opens, saving towns' substantial money in their Town Welfare budget for emergency heating assistance. Through the efforts of Tri-County CAP's local outreach office, the citizens of Bethlehem have received a total of \$162,916 in assistance.

**Mike Culver seconded the amendment. Moderator: We are now voting to amend this article to read as requested.**

All in favor; none opposed. **Article 14 will appear on the ballot as amended.**

**Yes 347**

**No 130**

**Article 15: Other**

To see if the Town will vote to raise and appropriate the sum of One Thousand dollars (\$1,000) to help support The Center for New Beginnings in Littleton, which provides counseling and mental health services to individuals throughout the North Country. In 2014, the Center for New Beginnings provided services for 48 individuals who reside in the Town of Bethlehem.

**Martin Glavac moved to place the warrant on the ballot as written, Gerry Blanchard seconded the motion.**

All in favor none opposed. **Article 15 will appear on the ballot as written.**

**Yes 283**

**No 192**

**Article 16: Other**

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 preventive health care to anyone, regardless of their ability to pay. This will help ACHS continue to provide high quality care to 913 current Bethlehem patients, as well as reach more of those in need.

**Martin Glavac moved to place the warrant on the ballot as written, Gerry Blanchard seconded the motion.**

All in favor none opposed. **Article 16 will appear on the ballot as written.**

**Yes 335**

**No 144**

**Article 17: Other**

To see if the Town will vote to raise and appropriate the sum of \$3,121.20 for the purpose of Northern Human Services.

**Martin Glavac moved to place the warrant on the ballot as written, Gerry Blanchard seconded the motion.**

**Discussion:** Frank Claffey would like to have this article amended by dropping the (.20) twenty cents. The amendment was seconded by Steve Hoyt.

All in favor none opposed. **Article 17 will appear on the ballot as written.**

**Yes 276**

**No 197**

**Article 18: Other**

To see if the Town will vote to raise and appropriate the sum of \$1,000.00 (One Thousand Dollars) to support the Boys & Girls Club of the North Country in order to provide a healthy, safe and productive after school and vacation camp environment for children from Bethlehem and other area towns.



**Martin Glavac moved to place the warrant on the ballot as written, Gerry Blanchard seconded the motion.**

**Discussion:** Mike Bruno asked if all of these services are provided by the Town, this was asked last year and the article appeared anyway. **He would like to see this article amended to zero. Seconded by Steve Hoyt** All in favor of amending this article; none opposed. **Article 18 will appear on the ballot as amended.**

**Yes 190**

No 250

## Article 19: Other

To see if the town will vote to raise and appropriate the sum of \$2,500 to support the Bethlehem Farmer's Market, sponsored by WREN. The Farmer's Market crates economic opportunity for local farmers and small businesses and provides access to locally grown and produced products for the community.

**Martin Glavac moved to place the warrant on the ballot as written, Gerry Blanchard seconded the motion.**

Discussion: Marilyn Cooper would like to know why this article is not recommended by the Board of Selectmen. We bring hundreds of people each year from the market. WREN's cost for the summer market is approximately \$5,000 per year. Moderator stated we are not here to advocate. Mike Culver stated that Marilyn is a Bethlehem resident and should be allowed to speak. Marilyn continued by adding that the booth renters made \$40,000- \$50,000 last year. WREN receives 10% of that. Mike Culver stated that the rental fees could be increased. Cheryl Jensen asked if the wording could be changed to say the Board does recommend this article. Sandy Laleme pointed out that these are small businesses that are trying to sell their product in which the entire town does not benefit from proceeds. She feels the Board should not ask that the market be funded from tax dollars. Marilyn stated that WREN does help the entire town in many ways. Mike Culver reminded her that someone should have been present for the budget hearing. Martin said that the Board had an issue recommending many of these issues since the voters should make up their own minds. Jerry added that he would be willing to discuss it again if more facts were known, if they had been better informed. Dick Robie said he only comes to these meetings because it's Bethlehem. We do benefit from the Farmers Market, they help Bethlehem survive. Jeanne added that when the Farmer's Market is in full swing, they put money into other businesses. The \$2,500 they ask for is a drop in the bucket of what the town gains. Mike Culver pointed out that WREN is already tax exempt. The Board tries to save money wherever it can. He would like to see this article amended to be zero dollars. Dick since Julian is filming this; I'll go on record to say give the people on Election Day a chance to decide. Chris McGrath asked for confirmation that WREN is tax exempt. Cheryl Jensen agrees that the voters should be allowed to decide. Marilyn Cooper also stated let the voters decide. Vote to amend this warrant article was defeated. **Article 19 will appear on the ballot as written.**

**Yes 208**

No 274

**Article 20: Other**

To see if the Town will vote to raise and appropriate the sum of Twelve Hundred Dollars (\$1200.00) to help support the Above the Notch Humane Society, for the rehabilitation and support of surrendered animals and for animal cruelty investigation in the New Hampshire North Country.

**Gerry Blanchard moved to place the warrant on the ballot as written, Martin Glavac seconded the motion.**

No discussion, all in favor, none opposed. **Article 20 will appear on the ballot as written.**

**Yes 311**

**No 170**

**Article 21: Other**

To see if the Town will vote to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500) for the purpose of video recording Selectboard meetings, town budget hearing, deliberative session and other events. The contract holder will be required to record up to 50 meetings/events within a twelve month period. Meetings will be recorded in a continuous fashion from the opening of the meeting to the close of the meeting. No editing shall be allowed. A clock will sweep second hand will appear in the frame of the recording, to show continuity. Within 48 hours the videographer will deliver a complete copy of each meeting/event to the channel 2 studios in Littleton for broadcast on cable television. Boards that are being recorded shall use the existing public address system to ensure the best possible sound quality.

**Martin Glavac moved to place the warrant on the ballot as written, Gerry Blanchard seconded the motion.**

**Discussion:** Julian Czarny explained that George Manupelli started recording years ago on his own time and dime. He sent it to Channel 2. At that time the Town supported a warrant article to continue until at some point it stopped. In 2011 I picked up the camera and filmed since. I've sent the disc to Channel 2. I would really like someone else to film now. Chris McGrath stated that it is important to be filmed. Wants this article amended so that a copy go to the Town. Julian Czarny seconded the amendment. All approved, zero opposed. The article will be amended to read that a copy will go to the Town.

**Article 21 will appear on the ballot as amended.**

**Yes 207**

**No 229**

**A re-count has been requested for Article 21. The request holds 11 signatures of Bethlehem registered voters and will take place Friday, March 20, 2015 at 6:00. The re-count committee will consist of the Board of Selectmen, Moderator and Town Clerk.**

**Respectfully Submitted:**

**Mary Jackson,  
Town Clerk**

## SCHEDULE OF TOWN PROPERTY

### 2012 Tax Liens – Deeded 2015

		Lot Size	Assessment
201-031	L/O Rocks Edge Road	0.52 AC	\$ 20,100
202-037	L/O Main Street	8.60 AC	27,600
203-002	L/O Main Street	3.30 AC	35,800
414-014	L/B Maple Street	0.96 AC	27,800
415-019	L/B River Road	0.96 AC	67,200
415-057	L/B River Road	3.50 AC	87,700
415-148	L/O Moose Trail	1.40 AC	16,500
418-006	L/O Beech Hill Road	2.30 AC	31,600

#### Total Tax Deeded

**\$ 314,300**

### Town Owned Land & Buildings

203-001	L/B Highway Garage	3.30 AC	\$ 656,300
204-043-002	L/B Town Water Supply	5.34 AC	1,012,100
205-122	L/B Visitor Center	1.48 AC	165,200
206-018	L/B Town Library	3.20 AC	804,600
206-029	L/O Elm Street	1.20 AC	30,200
206-029-001	L/O Elm Street	3.10 AC	32,500
206-035	L/B Town Hall	0.59 AC	760,300
414-005	L/O Bethlehem Town Forest	24.00 AC	51,800
414-008	L/O Bethlehem Town Forest	38.00 AC	67,000
414-009	L/B Bethlehem Village District	38.90 AC	1,218,700
414-011	L/O Bethlehem Village District	0.14 AC	200
414-012	L/O Bethlehem Village District	3.22 AC	3,500
416-003	L/O Former Transfer Station	64.52 AC	86,300

#### Total Owned

**\$ 4,888,700**

### COUNTRY CLUB

203-001	L/B BCC Country Club	102.14 AC	\$ 617,600
203-017	L/O Prospect Street	33.00 AC	295,900
203-018	L/O Prospect Street	4.70 AC	99,400
203-019	L/O Prospect Street	1.00 AC	62,500
203-034	L/O Pleasant Street	15.70 AC	43,200

#### Total Country Club

**\$ 1,118,600**

### PARKS AND RECREATION

203-021	L/B Gazebo	1.94 AC	\$ 28,800
203-025	L/B Tennis Courts	1.20 AC	64,800
205-120	L/O Basket Ball Courts & Recreation Area on Agassiz	4.16 AC	120,400
206-027	L/O Elm Street Ball Field	7.80 AC	50,700
206-036	L/B Town Pool	1.50 AC	271,100

#### Total Parks and Recreation

**\$ 535,800**

**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	-
<b>Total Cemeteries</b>			<hr/> -

**SCHOOLS**

206-015	L/B BES	4.49 AC	\$ 1,443,400
402-025	L/B Profile	17.99 AC	5,389,800
402-021	L/O Profile	5.53 AC	30,600
<b>Total Schools</b>			<hr/> <b>\$ 6,863,800</b>

**RAILROADS – STATE OF NH**

209-026	L/O Trudeau Road	3.70 AC	\$ 4,000
209-058-001	L/O River Road	7.20 AC	7,800
406-034	L/O Pond View Road	15.00 AC	34,600
419-015	L/O Trudeau Road	9.90 AC	12,300
<b>Total Railroads</b>			<hr/> <b>\$ 58,700</b>

**MISCELLANEOUS – STATE OF NH**

204-113	L/O Edelweiss Drive	11.80 AC	\$ 43,000
209-066	L/O Main Street	0.75 AC	700
209-078	L/O River Road	3.90 AC	4,200
420-032	L/O Main Street	4.60 AC	31,500
422-005-001	L/B Trudeau Road	12.10 AC	316,900
<b>Total Misc. – State of NH</b>			<hr/> <b>\$ 396,300</b>

**PROPERTIES DEEDED PROIR TO 2015**

203-030	L/O Pine Street	0.41 AC	\$ 20,700
206-063-001	L/O Maple Street	24.70 AC	51,300
403-020	L/O Caswell Heights	0.04 AC	-
406-021-003	L/O Whitefield Road	5.00 AC	20,900
411-050-002	L/B Mt. Cleveland Road	2.55 AC	89,000
413-041	L/O Mt. View Lane	2.20 AC	11,300
415-017-004	L/O River Road	2.85 AC	29,000
<b>Total Land and Buildings</b>			<hr/> <b>\$ 222,200</b>

**LOTS SOLD IN TAX SALES**

203-056	L/O Main Street	0.76 AC	\$ 35,200
203-32-200	L/B Pleasant Street	1.01 AC	30,000
206-014	L/B Main Street	1.46 AC	58,800
414-004	L/O Prospect Street	0.33 AC	8,800
415-17-3-7	L/O Hydro Lane	9.26 AC	22,800
415-057	L/B River Road	3.50 AC	87,700

415-108	L/B Wilderness Road	0.91 AC	59,400
420-013	L/O Beech Hill Road	0.03 AC	700
<b>Total Assessed Value of Sold Lots</b>			<b>\$ 303,400</b>

#### **OWNERS UNKNOWN**

203-075	L/O Evergreen Lane	0.38 AC	\$ 20,300
204-055-001	L/O Arlington Street	0.72 AC	-
205-048	L/O Doris Street	0.13 AC	1,500
207-020	L/O Other End Road	0.58 AC	2,100
209-079	L/O River Road	0.07 AC	100
209-080	L/O River Road	2.20 AC	28,300
414-007	L/O Prospect Street	14.70 AC	7,900
417-006	L/O Whitefield Town Line	2.70 AC	2,900
419-050	L/O Off Route 302	4.50 AC	4,300
419-051	L/O Off Route 302	0.90 AC	900
<b>Total Unknown</b>			<b>\$ 68,300</b>

### **TAX EXEMPT ORGANIZATIONS**

#### **RELIGIOUS**

203-051	All Souls Durrell Methodist Church	0.85 AC	\$ 33,500
203-052	United Methodist Church	0.35 AC	321,500
204-049	Congregation Machzikai Hadath	0.61 AC	127,800
204-073	Bethlehem Hebrew Congregation	0.44 AC	318,100
207-007	Our Lady of the Fairways	0.11 AC	-
405-042	Assembly of God	2.50 AC	845,500
416-051	Bethlehem Christian Center	91.50 AC	168,700
<b>Total Religious</b>			<b>\$ 1,815,100</b>

#### **NON-PROFIT ORGANIZATIONS**

203-047-1-11	B/O WREN		\$ 142,300
203-047-002	L/B WREN	0.29 AC	85,300
205-016	L/B Colonial Theatre	0.50 AC	228,000
207-005	Friendship House	5.85 AC	311,500
403-012	Burch House	14.70 AC	298,700
412-016	L/O Copper Cannon Camp	39.10 AC	42,200
412-017	L/B Copper Cannon Camp	46.80 AC	338,000
412-017-99	B/O Copper Cannon Camp	-	754,300
412-018	L/O Copper Cannon Camp	24.10 AC	36,800
412-019	L/O Copper Cannon Camp	16.00 AC	32,400
<b>Total Non-Profit Organizations</b>			<b>\$ 2,269,500</b>

#### **FOREST**

204-043-001	L/O Strawberry Hill Reservation	53.50 AC	\$ 93,000
209-065	L/O Strawberry Hill Reservation	0.04 AC	400
209-067	L/O Strawberry Hill Reservation	0.67 AC	20,000
210-016	USA	109.00 AC	157,000
412-022-002	USA	210.36 AC	227,200

413-058	NH - Cushman	26.00 AC	28,100
422-003	USA-Gale River	50.38 AC	80,300
422-004	US Forest Service	342.00 AC	369,400
422-005	US Forest Service	31,112.90 AC	<u>33,601,900</u>
<b>Total Forest</b>			<b>\$ 34,577,300</b>

<b>FOR-PROFIT ORGANIZATIONS</b>	<b>ASSESSMENT</b>	<b>EXEMPTION</b>
White Mountain School	\$ <u>4,925,176</u>	\$ <u>3,421,694</u>
<b>Total For-Profit Organizations</b>	<b>\$ 4,925,176</b>	<b>\$ 3,421,694</b>

**PAYMENT IN LIEU OF TAXES**

		<b>Assessed Value</b>	<b>Payment</b>
NFI North, Inc.	1.90 AC	\$ 178,600	\$ 4,000
Bethlehem Senior Housing Associates	2.18 AC	<u>704,300</u>	<u>6,071</u>
<b>Total</b>		<b>\$ 882,900</b>	<b>\$ 10,071</b>

## SUMMARY - INVENTORY OF VALUATION

Current Use Land	\$ 1,075,493	
Residential Land	46,235,500	
Commercial/Industrial Land	4,662,000	
Total Taxable Land		\$ 51,972,933
Residential Building	\$ 134,050,000	
Manufactured Housing	4,015,300	
Commercial/Industrial Building	26,741,723	
Total Taxable Buildings		\$ 164,807,023
Utilities		
Public Utilities		\$ 5,955,713
Other Utilities		160,800
Valuation Before Exemptions		\$ 222,896,529
Adjusted Elderly Exemptions	\$ 1,464,700	
School Exemption	150,000	
Wood Heating System Exemption	25,000	
Total Exemptions Off Valuation		\$ (1,710,000)
Net Valuation On Which Tax Rate Is Computed		\$ 221,256,829
Less the A list utilities		\$ (5,955,713)
Net Valuation Without Utilities On Which Tax Rate For State Education Tax is Computed		\$ 215,301,116
Other Credits and Exemptions		
Totally & Permanently Disabled Veterans		\$ 36,000
War Service Credits		\$ 67,500
Tax Exempt Land & Buildings		\$ 54,650,000

## TAX RATE ON \$1,000 VALUATION

Municipal .....	\$ 5.75
County .....	\$ 1.78
Schools .....	\$ 19.32
State .....	\$ 2.77
Total .....	<b>\$ 29.62</b>

Village District ..... \$ 1.09

**TOTAL.....\$ 30.71**

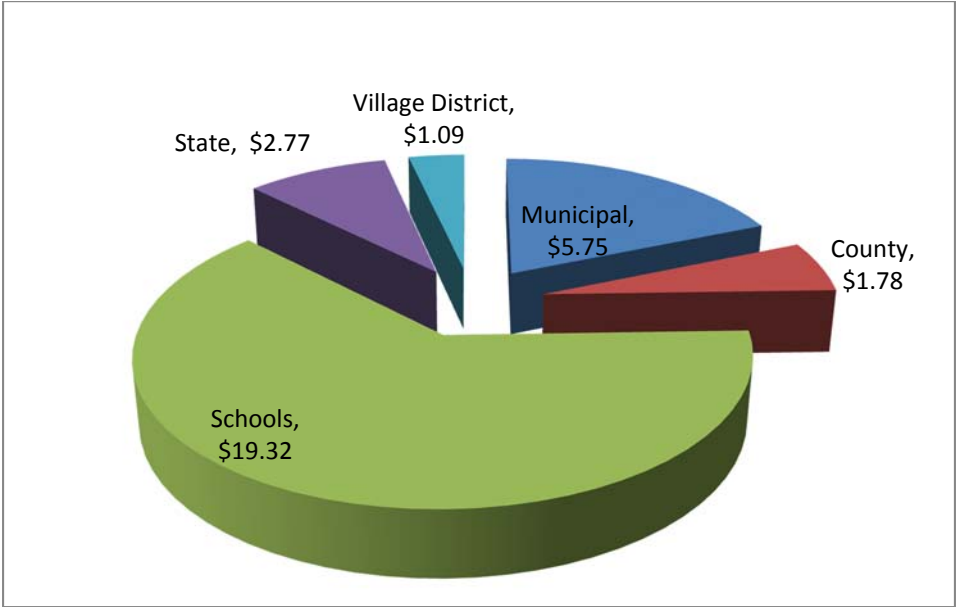
**Net Assessed Valuation - .....\$ 221,256,829**

**Net Assessed Valuation - Village District .....\$ 69,721,364**

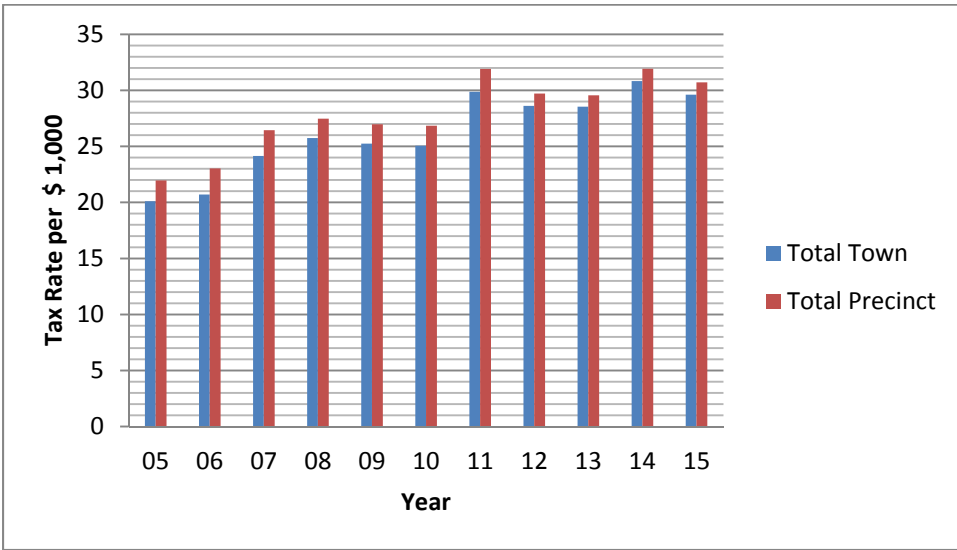
<u>Year</u>	<u>Municipal</u>	<u>Village</u>	<u>School</u>	<u>County</u>	<u>State</u>	<u>Total Town</u>	<u>Total Precinct</u>
1988	4.13	0.63	11.23	0.79		16.15	16.78
1989	2.79	2.03	10.72	1.24		14.75	16.78
1990	3.41	2.48	13.91	1.12		18.44	20.92
1991	2.87	2.45	15.28	1.01		19.16	21.61
1992	4.19	2.23	16.87	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	2.78	28.61	29.72
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



2015 Tax Rate Breakdown



Tax Rate Comparison



## TREASURER'S REPORT

### Source of Funds

Unaudited Balance January 1, 2015		\$ 1,912,539.14
Miscellaneous Revenue	\$ 22,202.41	
Highway Block	100,660.00	
Payment in Lieu of Taxes	85,968.00	
Tax Collector	6,757,396.14	
Repurchase	1,500.00	
Tax Collector – NSF/Stop Payment Checks	(7,259.86)	
Tax Collector – Miscellaneous	146.50	
Sale of Municipal Property	91,808.98	
Mortgage	18,939.98	
Town Clerk	466,055.81	
Town Clerk – NSF Checks	(245.40)	
Town Clerk – Miscellaneous	118.50	
Police Detail	945.00	
Police Detail Overtime Grant	9,513.47	
Cemetery	3,750.00	
Meals and Room	122,194.05	
Host Revenue	76,255.00	
Pool Revenue	4,874.75	
Visitor Center Memberships	1,585.00	
Ambulance Revenue	62,922.52	
Reimbursement Grant	7,186.64	
Reimbursement-Exp.	22,278.92	
Reimbursement – Beth. Country Club	256,156.34	
Reimbursement – Recreation Fund	21,874.85	
BRLF Revolving	0.00	
Escrow Reimbursement	15,439.43	
Transferred from Capital Reserve	19,476.43	
TAN Advance	150,000.00	
Interest Earned	2,393.97	
<b>Total</b>		\$ 8,314,137.43
		<b>\$ 10,226,676.57</b>

### Use of Funds

Payroll	\$ 733,809.45	
Payroll Taxes	192,622.87	
Accounts Payable Net	7,154,947.07	
Service Charge	430.55	
Wire Transfer Fees	40.00	
Return Deposit Items Fees	70.00	
Annual Payment Cemetery Loan	6,503.61	
Annual ADA (building) payment	57,647.34	
Annual Payment Restoration Loan	18,664.58	
Annual Payment Highway Equipment	26,096.08	
TAN Principal Repayment	150,000.00	
Interest on TAN	65.21	
<b>Total</b>		<b>\$ 8,340,896.76</b>
<b>Unaudited Fund Balance – December 2015</b>		<b>\$ 1,885,779.81</b>

# TREASURER'S REPORT

## Bethlehem Country Club

### Source of Funds

Memberships	\$ 57,831.00	
Green Fees	77,133.50	
Golf Carts	38,047.00	
Innkeepers	8,525.00	
Discount Cards	3,635.00	
Discount Coupons	12,956.25	
RECP	1,740.00	
10 Ride	14,966.00	
Miscellaneous Revenue	2,033.60	
Pro Shop - Sku	8,841.90	
Tournaments	3,688.73	
Punch Board	849.00	
GHIN	2,350.00	
Corp	2,330.00	
Restaurant	22,292.13	
Snacks	1,966.25	
Liquor	12,869.41	
Restitution	168.40	
Interest	85.20	
<b>Total</b>		<b>\$ 272,308.37</b>

### Use of Funds

Club House Expenses	\$ 60,434.01	
Course Expenses	151,234.20	
Restaurant/Liquor	50,857.43	
Bank Charges-Credit Card	2,706.00	
Bank Charges Credit Card Restaurant	559.76	
NH State Rooms & Meals Tax	2,821.00	
<b>Total</b>		<b>\$ 268,612.40</b>

FY 2015		\$ 3,695.97
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Audited Balance Jan. 1, 2015		\$ (38,027.00)
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<b>Unaudited Fund Balance – December 2015</b>		<b>\$ (34,331.03)</b>
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# TREASURER'S REPORT

## Recreation Fund

### Source of Funds

Audited Balance January, 2015		<b>\$ 66,407.59</b>	
Income Received			
After School	\$ 17,251.50		
Refund After School	(36.00)		
Special	3,659.01		
Sports	3,294.00		
Refund Sports	(30.00)		
Summer	17,714.00		
Refund Summer	(266.00)		
Field Trip	1,680.00		
Swim Lessons	130.00		
Snack Reimbursement Program	-		
Miscellaneous	76.00		
NFS Fee's Collected	20.00		
NFS Ck - Summer	240.00		
Interest Earned through December	83.67		
<b>Total</b>		<b>\$ 43,816.18</b>	<b>\$ 110,223.77</b>

### Expensed

Service Charge	\$ 20.00		
Petty Cash	50.00		
Transfer to General Fund 2015	21,788.85		
Total Expensed		<b>\$ 21,858.85</b>	
<b>Balance</b>			<b>\$ 88,364.92</b>

### Use of Funds

Telephone	\$ 910.11		
Park Electricity	732.56		
Fuel	766.06		
Rec Staff Training/Conference	358.37		
Snack Program	1,764.60		
Sports	11,668.32		
Rec Services & Supplies	5,120.03		
Postage	317.04		
Field Trips	5,336.80		
Summer	2,860.67		
<b>Total FY 2015</b>		<b>\$ 29,834.56</b>	

Balance Due FY 2015	\$ (8,045.71)
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<b>Unaudited Fund Balance – December, 2015</b>	<b>\$ 80,319.21</b>
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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, New Hampshire as of and for the year ended December 31, 2014, 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, which 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.C.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, including infrastructure, 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](mailto:info@roberts-greene.com)

### **Adverse Opinion**

In our opinion, because of the effects of the matter discussed in the preceding paragraph, 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, 2014, 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 the each major fund and the aggregate remaining fund information of the Town of Bethlehem, New Hampshire as of December 31, 2014, and the respective changes in financial position thereof 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 management's discussion and analysis, and budgetary comparison information on pages 3 through 8, and 29 and 30 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### *Other Supplementary Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Bethlehem's basic financial statements as a whole. 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 financial statements. The information has been subjected to the accounting procedures applied in the audit of the 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 information is fairly stated in all material respects in relation to the basic financial statements as a whole.

November 9, 2015

*Robert A. Greene, PLLC*

**EXHIBIT 13**  
**TOWN OF BETHLEHEM, NEW HAMPSHIRE**  
**General Fund**  
*Schedule of Estimated and Actual Revenues (Non-GAAP Budgetary Basis)*  
*For the Fiscal Year Ended December 31, 2014*

	Estimated	Actual	Variance Positive (Negative)
<b>Taxes:</b>			
Property	\$ 1,340,886	\$ 1,455,826	\$ 114,940
Land use change	40,000	35,939	(4,061)
Timber	5,000	8,738	3,738
Excavation	2,000	902	(1,098)
Payment in lieu of taxes	90,882	86,882	(4,000)
Interest and penalties	100,000	108,114	8,114
Total from taxes	<u>1,578,768</u>	<u>1,696,401</u>	<u>117,633</u>
<b>Licenses, permits and fees:</b>			
Business licenses, permits and fees	500	570	70
Motor vehicle permits	350,000	427,433	77,433
Building permits	1,500	2,700	1,200
Other	8,000	9,178	1,178
Total from licenses, permits and fees	<u>360,000</u>	<u>439,881</u>	<u>79,881</u>
<b>Intergovernmental:</b>			
State:			
Meals and rooms distribution	122,697	122,697	-
Highway block grant	93,126	93,462	336
Total from intergovernmental	<u>215,823</u>	<u>216,159</u>	<u>336</u>
<b>Charges for services:</b>			
Income from departments	<u>50,000</u>	<u>70,002</u>	<u>20,002</u>
<b>Miscellaneous:</b>			
Sale of municipal property	50,000	51,612	1,612
Interest on investments	200	(355)	(555)
NCES host fee	50,000	75,100	25,100
Other	300	2,031	1,731
Total from miscellaneous	<u>100,500</u>	<u>128,388</u>	<u>27,888</u>
<b>Other financing sources:</b>			
Transfers in	<u>-</u>	<u>6,585</u>	<u>6,585</u>
<b>Total revenues and other financing sources</b>	<u>2,305,091</u>	<u>\$ 2,557,416</u>	<u>\$ 252,325</u>
Use of fund balance to reduce taxes	294,000		
<b>Total revenues other financing sources and use of fund balance</b>	<u>\$ 2,599,091</u>		

**EXHIBIT 14**  
**TOWN OF BETHLEHEM, NEW HAMPSHIRE**  
**General Fund**

*Schedule of Appropriations, Expenditures and Encumbrances (Non-GAAP Budgetary Basis)*  
*For the Fiscal Year Ended December 31, 2014*

	Encumbered from Prior Year	Appropriations	Expenditures	Encumbered to Subsequent Year	Variance Positive (Negative)
Current:					
General government:					
Executive	\$ 6,500	\$ 184,405	\$ 175,224	\$ -	\$ 15,681
Election and registration	-	59,465	55,703	-	3,762
Financial administration	-	50,724	47,592	-	3,132
Assessing	-	32,630	29,790	-	2,840
Legal	-	35,000	54,800	-	(19,800)
Planning and zoning	-	26,130	33,522	-	(7,392)
General government buildings	-	76,245	64,381	-	11,864
Insurance, not otherwise allocated	-	3,000	1,005	-	1,995
Advertising and regional associations	-	10,900	10,336	-	564
Other	-	2,250	1,863	-	387
Total general government	6,500	480,749	474,216	-	13,033
Public safety:					
Police	-	541,331	475,408	-	65,923
Ambulance	-	35,700	38,383	-	(2,683)
Fire	-	143,592	130,548	-	13,044
Building inspection	-	22,000	10,794	-	11,206
Emergency management	-	1,000	-	-	1,000
Dispatching	-	61,000	69,731	-	(8,731)
Total public safety	-	804,623	724,864	-	79,759
Highways and streets:					
Highways and streets	18,000	642,761	633,170	-	27,591
Street lighting	-	43,000	36,209	-	6,791
Total highways and streets	18,000	685,761	669,379	-	34,382
Health:					
Health agencies	-	29,621	29,621	-	-
Welfare:					
Direct assistance	-	42,580	37,569	-	5,011
Culture and recreation:					
Parks and recreation	-	179,408	149,382	-	30,026
Other	-	7,500	7,275	-	225
Total culture and recreation	-	186,908	156,657	-	30,251
Conservation	-	1,235	994	-	241

(Continued)



*EXHIBIT 14 (Continued)*  
**TOWN OF BETHLEHEM, NEW HAMPSHIRE**  
*General Fund*

*Schedule of Appropriations, Expenditures and Encumbrances (Non-GAAP Budgetary Basis)*  
*For the Fiscal Year Ended December 31, 2014*

	Encumbered from Prior Year	Appropriations	Expenditures	Encumbered to Subsequent Year	Variance Positive Negative
Debt service:					
Principal of long-term debt	-	83,303	83,303	-	-
Interest on long-term debt	-	26,311	26,367	-	(56)
Interest on tax anticipation notes	-	20,000	681	-	19,319
Total debt service	-	129,614	110,351	-	19,263
Capital outlay	1,300	103,000	57,022	-	47,278
Other financing uses:					
Transfers out	-	135,000	130,513	-	4,487
Total appropriations, expenditures, other financing uses and encumbrances	<u>\$ 25,800</u>	<u>\$ 2,599,091</u>	<u>\$ 2,391,186</u>	<u>\$ -</u>	<u>\$ 233,705</u>

*EXHIBIT 15*  
**TOWN OF BETHLEHEM, NEW HAMPSHIRE**  
*General Fund*

*Schedule of Changes in Unassigned Fund Balance (Non-GAAP Budgetary Basis)*  
*For the Fiscal Year Ended December 31, 2014*

Unassigned fund balance, beginning, as restated	\$ 720,402
Changes:	
Unassigned fund balance used to reduce tax rate	(294,000)
Budget summary:	
Revenue surplus (Exhibit 13)	\$ 252,325
Unexpended balance of appropriations (Exhibit 14)	233,705
Budget surplus	486,030
Increase in nonspendable fund balance	(35,408)
Unassigned fund balance, ending	<u>\$ 877,024</u>

## Town Clerks Report

*The total money collected in the Town Clerk's Office between January 1, 2015 and December 31, 2015 is as follows:*

2015

<i>Motor Vehicle Permits</i>	\$ 455,273.65
<i>Boat Permit Fee's</i>	\$ 494.52
<i>Dog License Fee's</i>	\$ 2,918.50
<i>Dog Fine's</i>	\$ 92.00
<i>Marriage License</i>	\$ 1,190.00
<i>Vital Records (birth, marriage, death certificates)</i>	\$ 5,230.00
<i>UCC Filing Fee's</i>	\$ 645.00
<i>Miscellaneous (checklist copies, bank charges, postage, etc.)</i>	<u>\$ 157.40</u>
<b>TOTAL:</b>	<b>\$ 466,001.41</b>

## Monthly Statistics

	<b># of Motor Vehicle Permits Issued</b>	<b># of Boat Permits Issued</b>	<b># State Titles Issued</b>	<b># of Dog Licenses Issued</b>	<b># of Vital Records Issued</b>
<b>January</b>	239	0	40	21	42
<b>February</b>	285	0	41	57	14
<b>March</b>	320	0	92	64	58
<b>April</b>	341	7	85	141	50
<b>May</b>	349	10	90	43	15
<b>June</b>	293	0	67	50	68
<b>July</b>	316	7	91	41	35
<b>August</b>	336	0	89	7	40
<b>September</b>	333	0	88	13	34
<b>October</b>	299	0	63	1	17
<b>November</b>	225	0	66	3	41
<b>December</b>	<u>244</u>	<u>1</u>	<u>47</u>	<u>0</u>	<u>19</u>
<b>TOTALS</b>	<b>3580</b>	<b>25</b>	<b>859</b>	<b>441</b>	<b>433</b>

Another year has gone quickly by and with it, more change. These changes may be small; however, I trust will make your experience at the Clerk's office more convenient. In case it is difficult for you to come into the office or you prefer to pay using a credit or debit card, you now have the option to use E-Reg and E-Dog at [www.bethlehemnh.org](http://www.bethlehemnh.org). Many residents have chosen to use this new feature not only for registration renewals; they have also used E-Reg for obtaining a quote. For either option, just have your plate and/or Vehicle Identification (VIN) Number handy. Although we still cannot accept credit or

debit cards at the window, you now only need one check payable to the Town of Bethlehem. The fee you pay will include the state portion. I have not forgotten how convenient credit card acceptance at the window would be for you and am still working to bring that option in the future.

An honorable mention: our longest living resident, Mr. Richard Trainor turned 100 years old on the day of Christmas in Bethlehem. After losing his lovely wife of seventy five years in early 2015, he sold his Bethlehem home and moved to be closer to his children. Lastly, I would like to mention Steve and Phyllis Oliveira. Steve was a Supervisor of the Checklist for many years and his knowledge and expertise will be missed. You probably saw his wife Phyllis selling tickets for the Tiffany Tea on Election Day. Both have volunteered much of their time and Bethlehem certainly benefited from it.

Mary Jackson, Town Clerk  
Marie Brockway, Deputy Town Clerk

# TAX COLLECTOR REPORT

	<b>DEBITS</b>		
<b>Levies of:</b>	<b>2015</b>	<b>2014</b>	<b>2013/Prior</b>
Uncollected Taxes Beginning of Year:			
Property Taxes	\$ 0.00	\$ 645,532.65	\$ 14,804.79
Land Use Change	0.00	0.00	0.00
Yield Taxes	0.00	0.00	0.00
Excavation	0.00	0.00	0.00
Property Tax Credit	(972.86)	0.00	0.00
Taxes Committed This Year:			
Property Taxes	6,743,469.20	0.00	0.00
Land Use Change	0.00	0.00	0.00
Yield Taxes	36,069.12	0.00	0.00
Excavation Tax	0.00	0.00	0.00
Other: Misc other charge	35.00	1,295.00	0.00
Overpayments:			
Property Taxes	12,580.44	5,205.03	0.00
Yield Taxes	2,495.78	0.00	0.00
Costs before lien	0.00	4275.00	208.00
Interest Collected	<u>10,241.39</u>	<u>21405.14</u>	<u>.06</u>
<b>TOTAL DEBITS</b>	<b>\$ 6,803,918.07</b>	<b>\$ 677,712.82</b>	<b>\$ 15,012.85</b>
<b>CREDITS</b>			
Remitted to Treasurer			
During Fiscal Year:			
Property Taxes	\$ 6,032,622.64	\$ 436,207.55	\$ 0.00
Land Use Change	0.00	0.00	0.00
Yield Taxes	36,069.12	0.00	0.00
Interest	10,238.14	21,507.72	0.00
Excavation Tax	0.00	0.00	0.00
Converted To Lien	0.00	211,507.72	0.00
Other	35.00	\$1,255.00	52.00
Abatements Made:			
Property Taxes	22,876.58	5,205.30	4300.98
Land Use Change	0.00	0.00	0.00
Yield Taxes	2,495.78	0.00	0.00
Excavation	0.00	0.00	0.00
Costs	0.00	0.00	156.00
Current Levy Deeded	3,821.02	2,132.38	0.00
Uncollected Taxes End of Year			
Property Taxes	699,362.46	0.00	10,270.01
Yield Taxes	0.00	0.00	0.00
Interest	0.00	0.00	0.00
Other	3.25	0.00	0.00
Property Tax Credit Balance	(3,605.92)	0.00	0.00
<b>TOTAL CREDITS</b>	<b><u>\$ 6,803,918.07</u></b>	<b><u>\$ 677,712.82</u></b>	<b><u>\$ 15,012.85</u></b>

## SUMMARY OF TAX LIEN ACCOUNTS

### DEBITS

	2014	2013	2012/Prior
Unredeemed Liens			
Beginning of Fiscal Year:	\$ 0.00	\$ 133,204.89	\$ 258,700.44
Liens Executed			
During Fiscal Year	223,612.41	0.00	0.65
Interest and Costs Collected			
After Lien Execution	<u>3153.30</u>	<u>5289.14</u>	<u>49,323.99</u>
TOTAL DEBITS	\$ 226,765.71	\$ 138,494.03	\$ 308,025.08

### CREDITS

Remittance to Treasurer:			
Redemptions	\$52,700.16	\$ 27,196.97	\$ 85,256.68
Interest & Costs Collected			
After Lien Execution	3153.30	5289.14	48,894.99
Abatements of			
Unredeemed Taxes	0.00	0.00	0.00
Liens Deeded To Municipality	8,335.28	10,351.36	66,412.23
Unredeemed Liens			
End of Year	\$ <u>162,576.97</u>	\$ <u>95,656.56</u>	\$ <u>107,461.18</u>
Total Credits	\$ 226,765.71	\$ 138,494.03	\$ 308,025.08

## DETAILED STATEMENT OF EXPENDITURES

	BUDGET	ACTUAL	PROPOSED
<b>Executive</b>			
Clerical	\$ 29,120	\$ 29,058	\$ 31,200
Assistant Salary	45,000	45,204	46,350
Selectmen's Salaries	8,000	8,000	8,000
Auditors	18,000	17,810	14,000
Health Insurance	15,154	15,341	13,897
Dental Insurances	1,450	1,464	800
SS/MC Taxes	6,205	5,581	6,545
NH Retirement	8,020	8,167	8,662
Registry	250	-	100
Telephone	1,500	913	1,100
Hardware Support	9,600	9,660	9,700
Computer Expense	5,000	6,771	5,000
Professional Consulting	4,000	4,780	4,500
Legal Professional Consulting	2,500	-	-
Workers Comp. Insurance	7,250	7,197	-
Property Liability Insurance	3,500	2,436	-
Printing	3,000	2,973	4,000
Dues	2,900	2,697	2,900
NHMA Membership Dues	2,100	2,077	2,100
Public Notices	3,000	1,168	2,000
Office Supplies	1,500	1,413	1,750
Postage	1,900	1,077	1,300
Book & Periodicals	100	36	100
Miscellaneous	2,000	2,252	3,500
Equipment Lease	800	717	800
Equipment Repair & Maintenance	1,000	690	1,000
Training & Conferences	400	185	300
Office Furniture	500	-	250
<b>Total Executive</b>	<u>183,749</u>	<u>177,667</u>	<u>169,352</u>
<b>Town Clerk</b>			
Town Clerk Salary	26,175	26,276	26,960
Deputy Town Clerk	7,200	6,496	7,400
Moderator	800	550	1,200
Supervisors of the Checklist	2,100	2,100	2,100
Ballot Clerks	1,000	787	3,650
Worker Comp. Insurance	890	890	-
Property Liability Insurance	550	523	-
SS/MC Taxes	2,720	2,668	2,800
Meals	250	174	700
Telephone	1,080	913	1,080
Information Systems	3,140	3,043	3,050
Services/Supplies	2,000	4,625	1,700
Dues & Education	450	386	385

Postage	750	552	600
Mileage	-	312	325
Advertising	750	817	1,200
Payment to Government Agencies	<u>5,500</u>	<u>4,100</u>	<u>5,000</u>
<b>Total Town Clerk</b>	<b>55,355</b>	<b>55,212</b>	<b>58,150</b>
<b>Tax Collector</b>			
Tax Collector's Salary	18,100	18,206	18,643
Deputy Tax Collector	4,680	4,424	4,680
Treasurer's Salary	8,000	8,000	8,000
Workers Comp. Insurance	944	944	-
Property Liability Insurance	788	603	-
SS/MC Taxes	2,263	2,343	2,396
Registry	1,100	666	800
Telephone	1,000	367	500
Information System	2,932	2,089	2,991
Services	4,240	5,598	3,300
Treasurer Services	500	1,805	500
Dues & Education	250	276	385
Supplies	2,250	1,174	1,750
Postage	4,000	3,162	3,500
Mileage	<u>225</u>	<u>282</u>	<u>385</u>
<b>Total Tax Collector</b>	<b>51,272</b>	<b>49,939</b>	<b>47,830</b>
<b>Assessing</b>			
Registry	400	126	300
Assessing	23,000	22,880	20,800
Update Maps	2,250	2,250	2,250
Computer Software Maintenance	4,000	4,014	4,250
Equipment/Software Purchase	-	-	-
Supplies/Services	500	458	300
Postage	100	9	50
Education & Mileage	<u>150</u>	<u>10</u>	<u>100</u>
<b>Total Assessing</b>	<b>30,400</b>	<b>29,747</b>	<b>28,050</b>
<b>Legal</b>			
Legal Expense	45,000	33,845	32,000
Stage IV	1,000	-	-
NCES Stage III	1,000	-	-
Zoning/Code Enforcement	<u>3,000</u>	<u>-</u>	<u>3,000</u>
<b>Total Legal</b>	<b>35,000</b>	<b>33,845</b>	<b>35,000</b>
<b>Planning &amp; Zoning</b>			
Secretary's Salary	14,040	13,666	18,200
Consulting Services	500	-	500
SS/MC Taxes	1,075	1,045	1,392
NH Retirement	1,541	1,572	2,033
Legal Expense	2,500	1,259	3,000
Registry	550	152	550
Advertising	1,200	2,123	1,200

Telephone	550	469	480
Services	200	134	300
Workers Comp Insurance	600	600	-
Property Liability Insurance	600	281	-
Supplies	400	761	200
Postage	700	1,130	700
Master Plan	8,100	4,800	-
<b>Total Planning &amp; Zoning</b>	<u>32,556</u>	<u>27,992</u>	<u>28,555</u>
<b>Government Building</b>			
Cemetery Salary	6,000	5,941	6,000
GGB Salaries	12,000	9,033	9,000
SS/MC Taxes	1,377	1,145	600
Cemetery Maintenance	1,000	799	4,500
Cemetery Equipment Purchase	500	-	-
Out-of-District Hydrants	3,000	420	3,000
Lights	9,500	9,906	10,000
Heating Fuel	13,000	10,921	13,000
Building Maintenance	18,000	9,627	18,000
Workers Comp Insurance	400	400	-
Property Liability Insurance	2,450	2,812	-
Supplies	3,000	3,180	3,500
Equipment Repair	1,000	1,173	1,300
Vehicle Mileage	100	-	-
<b>Total Government Building</b>	<u>71,327</u>	<u>55,357</u>	<u>68,900</u>
<b>Insurance</b>			
Insurance Claim Expense	3,000	921	3,000
Property-Liability Insurance	-	-	54,214
Workers' Comp Insurance	-	-	34,652
Unemployment Insurance	-	-	5,256
<b>Total Insurance</b>	<u>3,000</u>	<u>921</u>	<u>97,122</u>
<b>Visitors' Center</b>			
Visitors' Center	8,900	6,579	6,000
Visitors' Center SS/MC	1,000	503	405
Visitors' Center Service/Supplies	<u>1,000</u>	<u>2,109</u>	<u>4,495</u>
<b>Total Visitors' Center</b>	<u>10,900</u>	<u>9,191</u>	<u>10,900</u>
<b>Wood Assessor</b>			
Salary	2,000	1,125	1,900
Mileage	<u>200</u>	<u>95</u>	<u>100</u>
<b>Total Wood Assessor</b>	<u>2,200</u>	<u>1,220</u>	<u>2,000</u>
<b>Police</b>			
Police Chief Salary	66,269	66,685	68,257
Officers' Salaries	256,404	216,671	250,708
Special Detail	1,000	640	1,000
Prosecutor	2,000	634	2,000
Overtime Patrol Grants	9,000	7,339	8,100



Equipment Grants	-	-	3,800
Health Insurance	38,702	30,942	30,684
Dental Insurance	3,577	3,163	3,209
SS/MC Taxes	4,810	4,119	4,812
NH Retirement	82,290	75,022	86,544
Telephone	6,200	6,139	6,200
Services/Supplies	1,579	30,372	2,600
Animal control Misc. Supplies	1,000	519	1,000
Workers Comp Insurance	8,500	8,500	-
Property Liability Insurance	17,000	15,579	-
Office Supplies	2,500	1,848	2,500
Postage	-	396	400
Ammo/Range	3,600	5,255	3,600
Fuel/Gas	17,000	16,955	12,746
Cruiser 1(2007 Impala)	1,700	769	1,700
Cruiser 2 (2015 Explorer)	1,700	2,722	2,000
Cruiser 3 (2010 Expedition)	1,700	2,075	2,000
Cruiser 4 (2013 Explorer)	1,700	4,679	2,000
Tech Support	2,500	371	2,500
Mileage	1,100	385	1,100
Printer/Copier Lease	2,200	1,630	2,000
Training	1,000	797	1,000
Uniforms	3,500	5,227	3,500
<b>Total Police</b>	<b>541,331</b>	<b>509,433</b>	<b>505,960</b>

## Fire

Chief	45,000	45,173	48,000
Volunteer Firemen	23,000	18,894	21,000
Assistant Fire Chief	1,500	1,500	1,500
Fire Chief SS/MC Taxes	2,550	2,401	2,303
Fire Chief Health Insurance	7,559	7,540	7,850
Fire Chief NH Retirement	12,803	12,873	13,997
Training	5,000	477	4,000
Telephone	1,300	1,177	1,000
Office Supplies	-	-	1,000
Service/Supplies	7,500	5,877	5,500
Station Maintenance	-	461	1,000
Workers Comp Insurance	3,400	3,400	-
Property Liability Insurance	5,600	5,037	-
Dues & Memberships	2,500	2,024	2,500
Fuel/Gas	2,000	1,400	2,500
Equipment/Vehicle Repair	-	165	500
Fire Chief's Vehicle	3,000	3,000	3,000
1977 Ford Ladder Truck	1,500	993	1,000
1998 Freightliner Tanker	2,000	325	1,500
2000 FL80 Freightliner	2,500	230	2,000
2004 Freightliner E-One	2,000	343	2,000
Reports and Codes	1,000	1,188	1,200

Equipment Purchase	11,000	9,362	10,000
Communication Maintenance	<u>2,000</u>	<u>1,404</u>	<u>1,500</u>
<b>Total Fire</b>	145,003	125,650	133,195
<b>Building Inspection</b>			
Salary	11,000	12,445	13,000
Supplies	500	453	500
Building Clerk	3,510	3,090	-
Building SS/MC	269	419	995
Building NH Retirement	<u>386</u>	<u>327</u>	<u>-</u>
<b>Total Building Inspection</b>	15,665	16,734	14,495
<b>Emergency Management</b>			
Emergency Management Plan	<u>1,000</u>	<u>-</u>	<u>500</u>
<b>Total Emergency Management</b>	1,000	-	500
<b>Public Safety</b>			
Dispatcher Grafton County	<u>78,000</u>	<u>83,148</u>	<u>95,000</u>
<b>Total Public Safety</b>	78,000	83,148	95,000
<b>Highway</b>			
Road Agent Salary	51,500	52,233	53,045
Salary	174,000	164,683	218,000
Health Insurance	50,876	51,358	60,518
Dental Insurance	3,140	3,171	3,865
SS/MC Taxes	16,945	15,978	20,735
NH Retirement	24,299	23,521	30,276
Gravel	7,500	5,797	5,000
Salt	17,500	18,631	17,500
Sand	15,000	24,626	17,800
Stone	2,250	3,273	2,200
Telephone	1,700	1,419	1,600
Services	7,500	6,006	7,000
Lights	3,800	3,587	3,500
Heating Oil	3,500	2,552	2,500
DOT Testing	450	443	500
Culverts	4,000	4,128	4,000
1976 Hyster Roller	150	105	150
98 CAT Loader	2,500	326	2,000
99 CAT Backhoe	3,500	2,070	-
85 Case Mower	1,500	690	1,500
01 Freightliner #3	3,500	2,680	3,700
99 Freightliner #5	3,000	5,783	3,700
98 Freightliner #4	3,000	526	-
96 Ford L-8000 #2	1,000	283	1,400
99 F450 Bucket Truck #10	2,000	2,279	2,000
04 F550 Dump Truck #1	3,500	1,816	3,500
Street Sweeper	500	7	500
70 CAT Grader	1,300	-	1,000
Sprayer/Paint	600	749	600

Wood Chipper	300	35	300
07 Freightliner #7	4,000	6,581	4,500
09 Sterling Dump #6	2,500	5,504	3,200
10 International #12	1,500	5,271	3,200
2014 Freightliner #14	1,000	1,340	2,000
2006 Ford F-150	750	2,150	1,000
Crown Vic	750	384	-
Public Notices	500	365	200
Workers Comp Insurance	8,400	8,400	-
Property Liability Insurance	11,000	14,778	-
Supplies	12,000	8,466	10,000
Hand Tools	2,200	1,825	1,500
Office Supplies	400	236	350
Fuel & Lubricants	33,451	32,572	30,000
Grease & Oil	2,200	2,546	2,500
Uniforms/Boots	5,300	5,692	5,000
Asphalt	150,000	149,044	150,000
Backhoe	11,155	11,154	500
<b>Total Highway</b>	<u>657,416</u>	<u>655,063</u>	<u>682,139</u>
<b>Street Lights</b>			
Street Lights	<u>40,000</u>	<u>36,818</u>	<u>37,000</u>
<b>Total Street Lights</b>	40,000	36,818	37,000
<b>Ambulance</b>			
Attendants	15,000	12,954	13,000
Assistant Chief	1,500	1,500	1,500
SS/MC Taxes	1,300	1,106	1,100
Training	5,000	1,930	4,000
Maintenance	3,000	3,077	6,000
Services/Supplies	3,500	3,561	3,500
Fuel	1,600	1,676	1,600
Billing Services	4,800	6,429	5,800
Workers Comp Insurance	700	700	-
Property Liability Insurance	2,200	1,858	-
Equipment Purchase	<u>2,500</u>	<u>236</u>	<u>2,500</u>
<b>Total Ambulance</b>	41,100	35,027	39,000
<b>Direct Assistance</b>			
Overseer of Welfare	7,020	8,076	7,280
SS/MC Taxes	538	618	557
Retirement	789	817	814
Rent	20,000	21,624	20,000
Miscellaneous	3,500	2,141	2,200
Lights	2,000	1,710	1,500
Fuel	<u>2,000</u>	<u>861</u>	<u>1,500</u>
<b>Total Direct Assistance</b>	35,847	35,847	33,851

**Parks/Recreation**

Salaries	42,000	34,819	14,765
Director Salary	36,000	36,262	37,080
Health Insurance	20,024	20,270	18,336
Dental Insurance	1,450	1,464	1,411
SS/MC Taxes	5,967	4,805	5,114
NH Retirement	3,950	3,994	4,142
Workers Comp Insurance	2,600	2,600	-
Property Liability Insurance	2,500	2,041	-
Rec Properties	10,000	75	-
Pool Salaries	18,000	9,214	21,168
Pool SS/MC Taxes	1,377	705	1,620
Pool Telephone	350	-	350
Pool Chemicals/Oversight	7,000	7,698	13,000
Pool Electricity	3,000	3,905	4,000
Pool Maintenance	10,000	3,198	5,000
Pool Insurance	100	-	-
Pool Supplies	6,000	2,853	4,000
Pool ADA	1,500	1,821	-
Pool Training	1,500	-	500
<b>Total Parks/Recreation</b>	<u>173,318</u>	<u>135,724</u>	<u>130,486</u>

**Library**

Library	<u>102,000</u>	<u>102,000</u>	<u>112,000</u>
<b>Total Library</b>	<u>102,000</u>	<u>102,000</u>	<u>112,000</u>

**Conservation**

Services	<u>1,270</u>	<u>1,270</u>	<u>1,270</u>
<b>Total Conservation</b>	<u>1,270</u>	<u>1,270</u>	<u>1,270</u>

**T.A.N. Interest**

Tax Anticipation Note	<u>10,000</u>	<u>65</u>	<u>10,000</u>
<b>Total T.A.N Interest</b>	<u>10,000</u>	<u>65</u>	<u>10,000</u>

**Debt Service**

Costs for Town Building Construction	57,668	57,647	56,260
CAT Loader	14,942	14,942	-
Highway Lot Restoration	18,215	18,205	17,758
Land Purchase (Cemetery)	6,538	6,504	6,282
Cat Backhoe	<u>-</u>	<u>-</u>	<u>11,155</u>
<b>Total Debt Service</b>	<u>97,363</u>	<u>97,298</u>	<u>91,455</u>

**Total Budget excluding Warrant Articles,  
Special Revenue and Revolving Funds**

**\$ 2,435,212**

## WARRANT ARTICLES

### Culture & Recreation

Gazebo Entertainment*	7,500	6,750	7,500
<b>Total Culture &amp; Recreation</b>	<u>7,500</u>	<u>6,750</u>	<u>7,500</u>

### Warrant Articles – Other

Video Recording Select Board Meetings*	-	-	2,500
GIS Mapping	-	-	35,125
Loader Backhoe	11,155	11,155	-
New Ambulance	-	-	155,000
<b>Total Warrant Articles – Other</b>	<u>11,155</u>	<u>11,155</u>	<u>192,625</u>

### Health Agencies/Hospitals

Grafton County Senior Center*	5,000	5,000	5,000
North Country Home Health*	-	-	8,000
White Mountain Mental Health*	3,121	3,121	3,121
Ammonoosuc Health Service*	5,800	5,800	-
Above the Notch Humane Society*	1,200	1,200	1,500
The Boys and Girls Club*	-	-	1,000
Tri-County CAP*	7,200	7,200	7,200
Center for New Beginnings*	1,000	1,000	1,500
<b>Total Health Agencies/Hospital</b>	<u>23,321</u>	<u>23,321</u>	<u>27,321</u>

\* Submitted by petition warrant article

### Capital Reserve Fund

Police Cruiser	-	-	23,000
Highway Truck	-	-	80,000
Emergency Safety Equipment	10,000	10,000	5,000
Ambulance New/Used	20,000	20,000	20,000
Fire Truck New/Used	10,000	10,000	10,000
Police Equipment	5,000	5,000	3,000
Assessing	15,000	15,000	15,000
Broadband	100	100	-
Tech/Computer Fund	-	-	8,000
Solid Waste Disposal	-	-	75,000
<b>Total Capital Reserve Fund</b>	<u>60,100</u>	<u>60,100</u>	<u>239,000</u>

## SPECIAL REVENUE FUND

### Bethlehem Country Club

HS Club House Salary	16,500	17,369	16,500
HS SS/MC Taxes	1,267	1,194	1,267
HS Advertising	7,000	5,697	7,000
HS Telephone	1,000	1,413	1,000
HS Services/Supplies	5,000	4,732	5,000
HS Ghin-Handicap	2,550	2,226	2,550

HS Lights	1,700	1,621	1,700
HS Heat	2,000	2,127	2,000
HS/Building Maintenance	10,000	5,147	10,000
HS Improvements	1,000	-	1,000
HS Equipment Purchase	7,000	6,689	7,000
HS Workers Comp Insurance	2,335	2,335	2,335
HS Property Liability Insurance	1,733	712	1,733
HS Bank Service Fees	2,500	2,706	2,500
HS Pro Shop Inventory	8,000	9,172	8,000
HS Golf Car Rental	24,000	23,453	-
CR Salary	54,750	52,514	54,750
CR Department Head Salary	33,000	33,000	36,000
CR SS/MC Taxes	6,715	6,676	6,715
CR Telephone	200	468	200
CR Lights	700	550	700
CR Improvements	8,000	4,521	8,000
CR Equipment Purchase	21,000	11,960	18,000
CR Workers Comp Insurance	2,335	2,335	2,335
CR Property Liability Insurance	2,205	1,378	2,205
CR Dues/Prof Meetings	250	250	250
CR Supplies	2,500	5,374	2,500
CR Chemicals	8,500	9,569	8,500
CR Fuel/Lubricant	8,500	8,049	8,500
CR Equipment Repair	4,000	5,923	4,000
Debt. Service	8,588	8,587	8,588
CR Vehicle Mileage	300	79	300
Rest Salaries	22,900	15,646	22,900
Rest SS/MC Taxes	1,752	1,389	1,752
Rest Lights	1,000	956	1,000
Rest Equipment Purchase	4,000	4,428	4,000
Rest Property Liability Insurance	735	857	735
Rest Liquor	6,000	5,550	6,000
Restaurant Service & Supplies	27,000	21,002	27,000
Rest Rooms & Meals Tax	4,000	2,821	4,000
Rest Mileage	-	90	-
Rest Propane	1,500	939	1,500
Rest Bank Fees	700	560	700
Unemployment	-	-	5,000
Dept Head Salary from Growth	-	-	8,750
Improvements from Growth	-	-	15,000
Equipment from Growth	-	-	11,250
<b>Total Bethlehem Country Club</b>	<b>300,715</b>	<b>268,611</b>	<b>340,715</b>

## REVOLVING FUND

### Park & Recreation

Summer Head Counselor	-	-	6,720
SS/MC Taxes	-	-	515
Telephone	1,200	869	1,000

PR Electricity	1,000	636	1,000
Rec Fuel	600	766	800
Recreation Staff Training/Conferences	600	358	500
Parks & Rec Snack Program	2,000	1,765	1,800
Sports Program	10,000	11,668	11,000
Service & Supplies	5,500	3,893	5,935
Postage	500	317	500
Field Trips	5,000	5,337	5,500
Summer Program	5,000	2,861	5,000
<b>Total Parks &amp; Recreation</b>	<u>31,400</u>	<u>28,470</u>	<u>40,270</u>
<b>Total Budget excluding Warrant Articles</b>			<b>\$ 2,775,927</b>

**Town of Bethlehem**  
**Trust Fund Accounts 2015**  
**Date /Account Name**

Date /Account Name		Balances 1/1/2015		Transactions during 2015			Balances 12/31/2015		
		Total		Contributions	Income	Withdrawals	Principal	Interest	Total
TRUST ACCOUNTS									
1	1929 - Cruft, town Building	12,722.62		-	8.59	-	10,000.00	2,731.21	12,731.21
2	1916 - Phillips/Cruft	31,261.60		-	23.21	-	6,500.00	24,784.81	31,284.81
3	1930 - Jeffries, Park Building	2,031.01		-	1.37	-	1,000.00	1,032.38	2,032.38
4	1942 - West Library	840.89		-	0.58	-	700.00	141.47	841.47
5	Unkn - Cemetery-see detail	53,890.41		-	38.15	6,427.16	14,930.00	32,571.40	47,501.40
6		100,746.53		-	71.90	6,427.16	33,130.00	61,261.27	94,391.27
CAPITAL RESERVE FUNDS									
7	1995 - Police Cruiser	2,000.20		-	1.35	-	2,000.20	1.35	2,001.55
8	1995 - V Dist PUP Truck	30,983.25		-	10.21	30,500.00	493.46	-	493.46
9	1995 - H2O Maintenance	51,174.28		-	33.76	21,104.00	30,104.04	-	30,104.04
10	1995 - H2O Maintenance	15,002.84		-	15.64	-	22,500.00	18.48	22,518.48
11	2013- V District Intake CR	135,961.14		-	97.28	4,417.15	128,412.00	3,229.27	131,641.27
12	1995 - Prospect St Dump Closure	31,527.14		-	23.40	-	31,475.72	74.82	31,550.54
13	1996 - Wastewater Maint	50,088.90		-	37.63	-	70,000.00	126.53	70,126.53
14	2009 - Ambulance	11,964.04		-	8.92	-	21,964.04	8.92	21,972.96
15	2009 - Fire Truck	-		-	-	-	-	-	-
16	2000 - Town Library	9,124.16		-	6.17	-	9,124.16	6.17	9,130.33
17	1995 - Highway Truck	15,926.97		-	10.78	-	15,922.96	14.79	15,937.75
18	2003 - Town Building Maint	17,585.85		-	12.10	-	17,583.34	14.61	17,597.95
19	2008 - Road Maintenance	26,886.62		-	21.10	-	36,886.62	21.10	36,907.72
20	2008 - FD Emerg/Safety Equip	9,230.65		-	1.57	8,632.13	5,600.09	-	5,600.09
21	2010 -PD Emerg/Safety Equip	2,002.58		-	1.19	2,000.00	3.77	-	3.77
22	2011- Computer Sys CR	3,085.29		-	2.08	-	3,085.29	2.08	3,087.37
23	2013 Distressed Buildings	-		-	0.38	-	15,000.00	0.38	15,000.38
24	2015 Property Assessment CR	-		-	-	-	100.00	-	100.00
25	2015 Broadband CR	-		-	-	-	-	-	-
26	2003- BES Building & Improvements	49,015.47		-	35.24	-	49,015.47	35.24	49,050.71
27	2003- BES Special Education	106,384.84		-	78.19	-	106,211.69	251.34	106,463.03
28	2011-BES Oil Tank CR	61,744.80		-	4.20	61,749.00	-	-	-
29	2011 BES Tech Fund	18,344.56		-	9.75	5,925.00	12,429.31	-	12,429.31
30	2006-Profile Special Ed	176,419.78		-	140.78	-	199,946.14	1,614.42	201,560.56
31	2006-P Profile Building Maint	55,239.26		-	95.48	-	171,850.00	5,334.74	177,184.74
32	2007- Pool/Recreation Facility	5,362.42		-	3.62	-	5,362.14	3.90	5,366.04
33	2011-Profile Tech CR	66,254.57		-	48.96	-	66,254.57	48.96	66,303.53
		951,309.61		214,450.00	699.78	134,327.28	1,021,325.01	10,807.10	1,032,132.11
Totals Per Trustee Records									
		1,052,056.14		214,450.00	771.68	140,754.44	1,054,455.01	72,068.37	1,126,523.38



Town of Bethlehem NH

Cemetery Trust Funds Allocation of annual Interest 12/31/2015 NH MS-10

Year	Beneficiary	Principal		Interest		Grand Total P + Int.
		1/1/2015	New Funds 12/31/2015	%	Int alloc Expended	
1	1916 Winch, K	100.00	-	100.00		
2	1916 Jesseman, M	200.00	-	200.00		
3	1916 Phillips, D	500.00	-	500.00		
4	1916 Sawyer, L	100.00	-	100.00		
5	1916 Muchmore, BF	100.00	-	100.00		
6	1919 Bickford, J	100.00	-	100.00		
7	1920 Mudgett, J	100.00	-	100.00		
8	1920 Shattuck, W	100.00	-	100.00		
9	1920 Noves, C	100.00	-	100.00		
10	1920 Wallace, E	100.00	-	100.00		
11	1921 Smith, H	100.00	-	100.00		
12	1921 Bartlett, W	100.00	-	100.00		
13	1923 Thompson, Albanus	100.00	-	100.00		
14	1924 Burgess, W	100.00	-	100.00		
15	1924 Herbert, C	100.00	-	100.00		
16	1924 Sweet, L	100.00	-	100.00		
17	1925 Bunker, C	100.00	-	100.00		
18	1926 Presby, S	50.00	-	50.00		
19	1927 Wilder, H	100.00	-	100.00		
20	1929 Sawyer, W & D	100.00	-	100.00		
21	1931 Vail, J	100.00	-	100.00		
22	1933 Ash, J	100.00	-	100.00		
23	1935 Bean, Wm	100.00	-	100.00		
24	1939 Perkins, D	100.00	-	100.00		
25	1939 Whitcomb, H	100.00	-	100.00		
26	1940 Taylor, I	100.00	-	100.00		
27	1941 Ash C	100.00	-	100.00		
28	1941 Richardson, I	200.00	-	200.00		
29	1942 West, A	200.00	-	200.00		
30	1943 Terrill, AB	150.00	-	150.00		
31	1944 Miller, H	30.00	-	30.00		
32	1945 White, F	500.00	-	500.00		
33	1946 Hunt, D	100.00	-	100.00		
34	1948 Thompson, albanus	200.00	-	200.00		
35	1953 Hildreth, Henry a	250.00	-	250.00		
36	1953 Taylor, B&E	100.00	-	100.00		
37	1957 Burt, Richard	100.00	-	100.00		
38	1958 Blandin, J-Hodgema	200.00	-	200.00		
39	1958 Durham, Wm	250.00	-	250.00		
40	1959 Bodwell Fund	100.00	-	100.00		
41	1929 Cruft, G	1,000.00	-	1,000.00		
42	1931 Glessner, JGM	100.00	-	100.00		
43	1960 McGregor, W	200.00	-	200.00		
44	1961 Hoyt, J	200.00	-	200.00		
45	1961 Bishop, L	200.00	-	200.00		

1/1/2015	Expended	Interest		Grand Total P + Int.
		%	Int alloc	
298.82	298.82	0.7401%	0.28	100.28
777.26	34.00	1.8134%	0.69	943.95
2,243.25	384.00	5.0904%	1.94	2,361.19
300.09	300.09	0.7424%	0.28	100.28
306.44	154.00	0.7514%	0.29	252.73
304.94	-	0.7514%	0.29	405.23
306.68	94.00	0.7546%	0.29	312.97
300.70	300.70	0.7435%	0.28	100.28
300.09	34.00	0.7424%	0.28	366.37
303.83	34.00	0.7494%	0.29	370.12
301.02	301.02	0.7441%	0.28	100.29
300.33	30.28	0.7429%	0.28	146.62
303.31	154.00	0.7484%	0.29	246.62
302.25	-	0.7464%	0.29	403.60
300.32	194.00	0.7464%	0.29	208.54
300.32	34.00	0.7428%	0.28	366.61
301.12	-	0.7443%	0.28	401.41
300.09	34.00	0.7424%	0.28	366.38
201.67	34.00	0.4670%	0.18	217.84
300.98	-	0.7441%	0.28	401.27
300.91	-	0.7439%	0.28	401.20
299.14	34.00	0.7407%	0.28	365.43
301.21	34.00	0.7445%	0.28	367.50
304.34	34.00	0.7503%	0.29	370.63
302.24	34.00	0.7464%	0.29	368.53
300.72	300.72	0.7436%	0.28	100.29
302.62	302.62	0.7471%	0.29	100.29
298.58	34.00	0.7396%	0.28	364.87
800.42	34.00	1.8564%	0.71	967.13
778.06	34.00	1.8149%	0.69	944.75
546.40	34.00	1.2922%	0.49	662.89
111.88	111.88	0.2633%	0.10	30.10
2,134.50	194.00	4.8886%	1.87	2,442.37
303.22	34.00	0.7482%	0.29	369.51
782.61	34.00	1.8233%	0.70	949.31
1,009.94	-	2.3380%	0.89	1,260.83
300.77	34.00	0.7437%	0.28	367.06
300.72	34.00	0.7436%	0.28	367.01
790.84	790.84	1.8386%	0.70	200.70
999.63	34.00	2.3188%	0.89	1,216.51
299.40	34.00	0.7411%	0.28	365.69
2,459.25	34.00	6.4190%	2.45	3,427.70
299.19	65.00	0.7408%	0.28	334.48
764.83	34.00	1.7903%	0.68	931.51
762.47	762.47	1.7860%	0.68	200.68
761.51	34.00	1.7842%	0.68	928.19

**Town of Bethlehem NH**  
**Cemetery Trust Funds Allocation of annual Interest 12/31/2015 NH MS-10**

Year	Beneficiary	Principal		Interest			Grand Total P + Int.
		1/1/2015	New Funds 12/31/2015	%	Int alloc	Expended 12/31/2015	
46	1962 Thompson, Albanus cemetery care	200.00	-	1.7830%	0.68	-	961.54
47	1963 Lee, Francis cemetery care	200.00	-	1.7851%	0.68	65.00	897.69
48	1970 Buckler, R&E cemetery care	150.00	-	1.2680%	0.48	34.00	649.84
49	1973 Somerville, J cemetery care	150.00	-	1.2555%	0.48	34.00	643.08
50	1978 McCulloch, Dorothy cemetery care	200.00	-	1.4407%	0.55	34.00	742.96
51	? Taylor cemetery care	100.00	-	0.5819%	0.22	34.00	279.81
52	1981 Hildreth, Henry a cemetery care	1,000.00	-	9.2057%	3.51	194.00	4,770.50
53	1989 Noyes cemetery care	2,000.00	-	9.1082%	3.48	34.00	4,877.91
54	1989 Turner cemetery care	2,000.00	-	9.1081%	3.48	474.00	4,437.84
55	2009 Whittier cemetery care	900.00	-	2.8654%	1.09	34.00	1,511.25
56		14,130.00	-	97.5933%	37.23	6,427.16	46,203.47
57							
58	1957 Burt, Richard flowers	50.00	-	0.1143%	0.04	-	61.64
59	1958 Dunham, Wm flowers	250.00	-	0.7493%	0.29	-	404.08
60	1970 Buckler, R&E flowers	150.00	-	0.4318%	0.17	-	232.86
61	1979 Marden Buckler flowers	350.00	-	1.1113%	0.42	-	599.31
62							
63		800.00	-	0.02407	0.92	-	1,297.90
64					38.15		
65		14,930.00	-	1.00	38.15	6,427.16	32,571.37
66							
		un allocated interest rounding		0.0020			
		53,890.38					

## **CEMETERY TRUSTEE'S REPORT**

All work on Cemetery Trust fund plots with stones in need of repair and cleaning was completed this summer. The work was done by Arthur's Memorials of Center Conway, NH as they submitted the lowest bid for work. The total amount for repair of stones was \$5285.00 and cleaning totaled \$1800.00 for a total of \$7085.00. Nine plots that needed repair did not have sufficient funds in their trusts to complete the repairs plots. The sum of \$657.84 was allocated from the annual cemetery maintenance budget to complete the work. (This amount was included in the \$7085.00.)

Kevin Clark, sexton, continued work on cataloging the plots and updating the information so that our cemetery information is current. Maps can be updated from this information.

The cemetery plot rates have increased this year. A brochure is available in the town office with updated rates as well as cemetery rules and regulations. These were approved by the Select board.

The Cemetery Trustees would like to thank the Select board, the Highway Dept., Bethlehem Village District and Sexton Kevin Clark.

Respectfully,

Paul Hudson  
Richard Robie, Jr.  
Clare Brown

## BETHLEHEM PUBLIC LIBRARY REPORT

The second year in the new library built upon the outstanding growth of last year. Patron visits were up 67% in the last two years; over 20,000 people were helped this year alone. Total circulation is also up 38% since moving to the new building. An abundance of programming was offered for all age groups, and was well attended. In 2015, 4,226 people attended both library programs and meetings by groups using our community room.

Children's programming is a cornerstone of the library. Summer Reading Program participation was up 15% from 2014. The kick-off audience was more than the community room could hold, and we were thankful that the Colonial Theater allowed Steve Blunt and Marty Kelley to perform for us there. The theme this year was Heroes, and the library chose to showcase local heroes: Pemi Search & Rescue, the Bethlehem Fire and Police departments, the military, and the new pediatric dentist. At the ice cream social/magician finale, Miss Elaine awarded over \$1,600 in donated prizes to those who completed the program. Preschool Storytime is now offered two times each week: on Tuesday mornings, and then again on Thursday evenings to accommodate parents who work. Reading to Max the service dog continued, and a Lego Club was introduced.

Kathy led the Tween/Teen programs, which included a Summer Reading Bingo game. Prizes included local gift cards, and donated zip-line tickets. Superhero movies were shown weekly during the summer, and a finale pizza party was held. Other programs included Babysitter Training, drop-in crafts, a Prom Expo, a Banned Book discussion, and a Recon Rover STEM program.

We were also happy to host several classes from BES who came down weekly or bi-weekly to check out books, hear stories, and do crafts.

Adults had a variety of programming to choose from. Oscar-nominated movies were shown during the winter. Computer classes were taught to those new to this technology. Tech Time, where patrons can get help one-on-one was also introduced. Several well-attended programs were taught by Bethlehem residents who donated their time and talent: Everett Aldrich taught quilting; Joyce Tucker taught knitting; and Ellen Roy taught card-making in time for the holidays. The library greatly appreciates their dedication to helping make the library a wonderful learning environment.

### STATISTICS:

Circulation:	Adult Books	10,382	Video/Audio	7,584
	Children/YA Books	9,351	Magazines	1,473
	Inter-Library Loaned	730	Inter-Library	1,365
			Borrowed	
	NH Downloadables	1,896	(992 e-books, 881 audio books, 23	
	Periodicals)			

Other:	Patrons Served	20,146	New Patrons	167
	Computer Users	1,626	Database Searches	1,846
Collection:	Purchased Items	876	Uncollected Items	27
	Donated Items	350	Withdrawn Items	390
	Memorial Books	32		

Respectfully submitted,

Laura Clerkin,  
Director

## BETHLEHEM PUBLIC LIBRARY BUDGET

	<b><u>Budget 2015</u></b>	<b><u>Actual 2015</u></b>	<b><u>Budget 2016</u></b>
<b>Expenses</b>			
Books, etc.	\$ 13,400	\$ 13,376	\$ 12,600
Magazine	1,600	1,270	1,200
Equipment Expense	150	351	200
Accounting	1,600	1,500	1,400
Professional Development	1,500	1,730	1,500
Employee Recognition	-	-	100
Supplies	1,500	1,247	1,500
Communication Expense	1,000	1,009	1,000
Bldg. Maint, Lawn Care	8,700	9,683	12,300
Building Supplies	500	369	300
Postage	300	443	300
Utilities	6,400	5,539	5,400
Other Expense	200	96	200
Library Programs	3,150	2,618	3,100
Payroll Tax	4,400	4,258	4,800
Wages	52,700	54,852	60,400
Library Systems Fee	2,100	1,690	2,700
Computer Maintenance	800	1,148	900
Property Liability Insurance	1,900	760	2,000
Workers Comp. Insurance	100	113	100
<b>Total</b>	<b>\$ 102,000</b>	<b>\$ 102,052</b>	<b>\$ 112,000</b>
<b>Income</b>			
Town Funds	\$ 102,000	\$ 102,000	\$ 112,000
<b>Total</b>	<b>\$ 102,000</b>	<b>\$ 102,000</b>	<b>\$ 112,000</b>
<b>Endowment/Trust Funds**</b>		<b>Gifts/Use Fees *</b>	
Beginning Balance	\$ 114,926.72	Beginning Balance	\$ 53,508.61
Contributions	0.00	Interest	25.19
Interest Earned	83.98	Additions	2,215.01
Expenditures	<u>0.00</u>	Expenditures	<u>9,243.17</u>
Ending Balance	\$ 115,010.70	Ending Balance	\$ 46,505.64
<b>Memorial Funds***</b>		<b>Fines, Lost Books*</b>	
Beginning Balance	\$ 2,133.96	Beginning Balance	\$ 3,561.72
Donations	35.00	Interest/Additions	649.10
Books Purchased	<u>0.00</u>	Expenditures	<u>0.00</u>
Ending Balance	\$ 2,168.96	Ending Balance	\$ 4,210.82

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.

**TOWN OF BETHLEHEM  
NEW HAMPSHIRE  
2016 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 the Bethlehem Town Building Meeting Room located at 2155 Main Street in said Bethlehem on February 1st 2016 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 February 2nd and or 3rd 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 8th 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 1:** To choose all necessary Town Officers for the ensuing year. (Ballot Vote)

**Article 2:** Are you in favor of amending the language in the Bethlehem Zoning Ordinances, Article II General Provisions, section C

From: "No building or structure shall be greater than forty (40) feet in height, unless a Special Exception is granted by the Zoning Board of Adjustments. However, under no circumstance shall any structure, or building, exceed sixty (60) feet in height. Appurtenances, such as antennae, will not exceed an additional ten (10) feet over the highest point of the building or structure. Personal wireless service facilities and amateur radio antennae are exempt for this provision".

To: "No building or structure shall be greater than forty (40) feet in height from the average finished grade, unless a Special Exception is granted by the Zoning Board of Adjustments. However, under no circumstances shall any structure, or building, exceed sixty (60) feet in height. Appurtenances, such as antennae, will not exceed an additional ten (10) feet over the highest point of the building or structure. Personal wireless service facilities and amateur radio antennae are exempt for this provision".

Yes

No

**Article 3:** Are you in favor of amending the language I the Bethlehem Zoning Ordinances, Article II General Provisions, section E

From: In all districts building coverage on the site shall not exceed twenty-five (25%) of

the lot area”

To: “In all districts building coverage on the site shall not exceed twenty-five percent (25%) of the lot area unless otherwise stated here in. For the purpose of determining maximum lot coverage impervious areas are defined generally as areas the surface treatment of which substantially restricts or prevents water from being absorbed”. (See special exemption for District 1 Main Street, Page 10)

Yes

No

**Article 4:** Are you in favor of amending the language in the Bethlehem Zoning Ordinances, Article V, District 1 Main Street Dimensional Standards

From: “Any lawful non-conforming building or other structure located in District 1-Main Street may be exempt from the dimensional standards for setback and frontage be by special exception granted by the Zoning Board of Adjustments”.

To: “Any lawful non-conforming building or other structure located in District 1-Main Street may be exempt from the dimensional standards for setback, frontage, and lot coverage by special exception granted by the Zoning Board of Adjustments”.

Yes

No

**Article 5:** Are you in favor of the adoption of the zoning amendment as proposed by the planning board as follows: Amend the official Zoning Map of the Town of Bethlehem, as described in Article V, Section A of the Bethlehem, NH Zoning Ordinance by changing the zoning classification of a portion of Town of Bethlehem Tax Map 406 from District III to District II. This includes all parcels located on Thornhill Rd”.

Yes

No

**Article 6:** 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 \$ 2,775,927 (Two Million Seven Hundred Seventy Five Thousand Nine Hundred Twenty Seven Dollars). Should this article be defeated, the default budget shall be \$2,778,881 (Two Million Seven Hundred Seventy Eight Thousand Eight Hundred Eighty One 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. *(The Board of Selectmen recommends this article)*

Yes

No

**Article 7:** 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. *(The Board of Selectmen recommends this Article)*

Yes

No



**Article 8:** 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. *(The Board of Selectmen recommends this Article)*

Yes No

**Article 9:** 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. *(The Board of Selectmen recommends this Article)*

Yes No

**Article 10:** To see if the Town will vote to raise and appropriate the sum of \$5,000 (Five Thousand Dollars) to be added to the Fire Department Emergency Safety Equipment Capital Reserve Fund. *(The Board of Selectmen recommends this Article)*

Yes No

**Article 11:** To see if the Town will vote to raise and appropriate the sum of \$15,000 (Fifteen Thousand Dollars) to be added to the Assessing Capital Reserve Fund. *(The Board of Selectmen recommends this Article)*

Yes No

**Article 12:** To see if the Town will vote to establish a Tech/Computer Capital Reserve Fund under the provisions of RSA 35:1 for computers and all technology needs and to raise and appropriate the sum of \$8,000 (Eight Thousand Dollars) to be placed in this fund. Further, to name the Board of Selectmen as agents to expend from said fund. *(The Board of Selectmen recommends this Article)*

Yes No

**Article 13:** To see if the Town will vote to raise and appropriate the sum of \$155,000 (One Hundred Fifty Five Thousand) to purchase a new ambulance and to authorize the issuance of not more than \$85,000 (Eighty Five Thousand Dollars) of notes in accordance with the provisions of Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such notes and to determine the rate of interest thereon; furthermore, to authorize the withdrawal of \$70,000 (Seventy Thousand Dollars) from the Ambulance Capital Reserve Fund created for this purpose. 3/5 ballot vote required. *(The Board of Selectmen recommends this Article)*

Yes No

**Article 14:** To see if the Town will vote to raise and appropriate the sum of \$35,125 (Thirty Five Thousand One Hundred Twenty Five Dollars) for the purpose of Mapping and GIS Development which includes NH T2 parcel data update, Spatial recompilation and GPS field data collection. *(The Board of Selectmen recommends this Article)*

Yes No

**Article 15:** To see if the Town will vote, pursuant to NH RSA 35:9-a-II, to authorize the trustees of Trust Funds, without further action of the town meeting, to charge any expenses incurred for professional banking or brokerage assistance for capital reserve funds in their custody as authorized in RSA Chapter 35, against the capital reserve funds, such authority to remain in effect until rescinded by a vote of the town meeting, which said vote to rescind such authority shall not occur within 5 years of the adoption of this article. *(The Board of Selectmen recommends this Article)*

Yes No

**Article 16:** To see if the Town will vote to establish a Solid Waste Disposal Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of planning, establishing and/or operating a solid waste disposal facility/transfer station and to raise and appropriate the sum of up to \$75,000 (Seventy Five Thousand) that will come from the revenues from the NCES Host Fee. Further, to name the Board of Selectmen as agents to expend from said fund. *(The Board of Selectmen recommends this Article)*

Yes No

**Article 17:** To see if the Town will vote to raise and appropriate the sum of \$7,500 for the purpose of providing live musical entertainment and support for the gazebo summer concert series, free to the public, to be held at the Bethlehem Gazebo in 2016. *(The Board of Selectmen do not recommend this Article)*

Yes No

**Article 18:** To see if the Town will vote to raise and appropriate the sum of Five Thousand Dollard (\$5,000) to the Grafton County Senior Citizens Council, Inc., through the Littleton area Senior Center and the ServiceLink Resource Center for services for Bethlehem residents in 2016. These services include congregate meals, home delivered meals, transportation, outreach support, ServiceLink support, and more. In FY2015, the Littleton Area Senior Center provided services for 162 Bethlehem residents, and ServiceLink provided services for 186 residents. The cost of providing these services was \$69,679.47 *(The Board of Selectmen do not recommend this Article)*

Yes No

**Article 19:** To see if the Town will vote to raise and appropriate the sum of \$3,121.00 as the town’s contribution to the White Mountain Mental Health and Common Ground, programs of Northern Human Services, serving the mental health and developmental service needs of Bethlehem residents. *(The Board of Selectmen do not recommend this Article)*

Yes No

**Article 20:** To see if the Town will vote to raise and appropriate the sum of \$8,000 for the purpose of North Country Home Health & Hospice Agency, Inc, to provide home health and home care services to the underinsured and uninsured Bethlehem residents.

*(The Board of Selectmen do not recommend this Article)*

Yes

No

**Article 21:** To see if the Town will vote to raise and appropriate the sum of \$7,200.00 for Tri-County Community Action Grafton County for the purpose of continuing services of the Fuel Assistance Program for the residents of Bethlehem. *(The Board of Selectmen do not recommend this Article)*

Yes

No

**Article 22:** To see if the Town will vote to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500.00) for the purpose of video recording Selectboard meetings, town budget hearing, deliberative session and other events. The contract holder will be required to record up to 50 meetings/events within a twelve month period. Meetings will be recorded in a continuous fashion from the opening of the meeting to the close of the meeting. No editing shall be allowed. A clock with sweep second hand will appear in the frame of the recording, to show continuity. Within 48 hours the videographer will deliver a complete copy of each meeting/event to the channel 2 studios in Littleton for broadcast on cable television. Boards that are being recorded shall use the existing public address system to ensure the best possible sound quality. A copy will go to the Selectmen's office. *(The Board of Selectmen do not recommend this Article)*

Yes

No

**Article 23:** We, the undersigned, petition the Bethlehem Board of Selectmen to authorize – at no cost to the town- the formation of a committee to discuss ways to make the golf course more profitable, which would include considering alternative uses, with the goal of reducing taxes, increasing tourism and encouraging businesses to locate in the town. *(The Board of Selectmen do not recommend this Article)*

Yes

No

**Article 24:** By petition of 25 or more eligible voters of the town of Bethlehem to see if the town will urge; That the next President and Congress fight big money politics and restore government of, by, and for the people by championing the We the People agenda:

1. Ban Super PACs and overturn Citizens United
2. Expose secret donors and require full transparency
3. Ban bribes from big-money lobbyists and government
4. Establish small-donor, citizen-funded elections
5. End gerrymandering and modernize voter registrations
6. Close loopholes and enforce campaign contractors finance laws

That the New Hampshire State Legislature support concrete legislation to enact the We the People agenda. The record of the vote approving this article shall be transmitted by written notice from the Selectmen to the NH congressional delegation and to New

Hampshire’s state legislators, and to the President of the United States informing them of ht instructions from their constituents within 30 days of the vote. *(The Board of Selectmen do not recommend this Article)*

Yes No

**Article 25:** To see if the Town will vote to raise and appropriate the sum of \$1,000.00 (one thousand dollars) to support the Boys & Girls Club of the North Country in order to provide a healthy, safe, and productive after school and vacation camp environment for children from Bethlehem and other area towns. *(The Board of Selectmen do not recommend this Article)*

Yes No

**Article 26:** To see if the Town will vote to raise and appropriate the sum of Fifteen Hundred Dollars (\$1500.00) to help support the Above the Notch Humane Society, for the rehabilitation and support of surrendered animals and for animal cruelty investigation in the New Hampshire North Country. *(The Board of Selectmen do not recommend this Article)*

Yes No

**Article 27:** To see if the Town will vote to raise and appropriate the sum of \$1500 to support the Center for New Beginnings in their mission to provide mental health counseling services to individuals throughout the North country. The Center for New Beginnings provided services for 50 individuals who reside in the Town of Bethlehem I 2015. *(The Board of Selectmen do not recommend this Article)*

Yes No

## ESTIMATED 2016 TAX IMPACT FOR WARRANT ARTICLES

WARRANT ARTICLES	Cost	Tax Impact
GIS Mapping	\$ 35,125	\$ .159

### PETITIONED WARRANT ARTICLES

Northern Human Services	3,121	.014
Tri-County CAP	7,200	.033
North Country Home Health	8,000	.036
Grafton County Senior Citizens Council	5,000	.023
Boys & Girls Club	1,000	.005
Center for New Beginnings	1,500	.007
Above the Notch Humane Society	1,500	.005
Gazebo Summer Concert Series	7,500	.034
Video Recordings Select Board Meetings	2,500	.011

### CAPITAL RESERVE WARRANT ARTICLES

Police Special Equipment	3,000	.014
Police Cruiser	23,000	.104
Fire Equipment	5,000	.023
Highway Truck	80,000	.362
Assessing	15,000	.068
Tech/Computer	8,000	.036
Solid Waste Disposal	75,000	.339
		1.272

**Estimated cost for an assessment of \$150,000** **\$ 190.80**

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

## ESTIMATED 2016 TAX IMPACT

		Budget	Warrant Articles	Tax Rate*
Default Budget	2,778,881	7.83	1.27	\$ 9.10
Proposed Budget	2,776,517	6.52	1.27	\$ 7.79

\*Total Tax Impact if all Warrant Articles are approved.

# **NOTES**

## **SELECT BOARD REPORT**

The town of Bethlehem had some ups and downs this year. Luckily we had more ups than downs.

Mark Fiorentino's term as selectman ended and we welcomed newcomer Libby Staples to the board.

We said goodbye to some other dedicated public servants and town residents: Fire Lt. Steve Oliveira, who was also a supervisor of the checklists and his wife Phyllis who was the head of our Ladies Auxiliary and organized the Gazebo Concerts for many years, Fire Lt. Kevin Morse, who also served on the Zoning Board for many years, was the town surveyor and his wife Fire Fighter/EMT Laura Morse and proprietor of the Weenie Wagon. We wish them well in their new endeavors. They will be sorely missed.

We had another successful Easter egg hunt put on by Bethlehem Emergency Services despite the miserable weather. The town's second annual home day was a success. There was another great turn out for the annual art walk. The Christmas in Bethlehem was well attended and enjoyed by many North Country Residents.

We closed on the sale of a town owned parcel to the Habitat for Humanity group and now a Bethlehem family is living in a brand new home.

We said good bye to the iconic Arlington hotel and anxiously wait to see the new one completed.

The Board of Selectman once again tried very hard to successfully keep taxes as low as possible while making sure the town provided the services residents and visitors have come to enjoy and expect. Our town's portion of the tax rate has seen a decline over the past several years due to increased revenues and lower or level funded budgets.

Our department heads have worked hard with the BOS to keep our town's budget as low as possible and provide great services. Our recreation program has seen record numbers in the summer program, has a great afterschool program, continues to grow our youth sports programs and continues to maintain a town pool, refurbished by volunteers. Our golf course provided improved greens and course conditions for the golfers this year. We have a professional and proactive police department that provides 24 hour coverage. They received a record number of calls for service this year. Our fire and ambulance department also received a record number of calls for service and continue to provide excellent services for our residents. Our highway department hired a new employee this year. This will allow them to continue to provide excellent care for our roads and act as the town's "jack of all trades". The offices at the town hall continue to provide excellent administrative, assessing, welfare, tax collecting and town clerk services as well. Our increased revenues have been a direct result from residents paying taxes on time, the

selling of tax deeded properties, NCES tipping fees, increases in NCES' land evaluations, and new projects such as residential garages, new homes and some new businesses.

You will notice an increase in some of the capital reserve warrant article requests on the ballot for 2016. The BOS felt we need to prepare for our future and take advantage of our current revenues. It is estimated we will be losing the NCES revenue source in 5 years, as Stage V comes to a completion. Our revenues are predicted to be at their highest for the year 2016 and our proposed budget is at its lowest. It will be a challenge as we move forward to increase our revenues and maintain our services while keeping a level town tax rate. I'm confident our town leaders and residents will continue to work hard to achieve this goal, continue to develop an economic development plan and adjust our Master plan to guide us through the 21<sup>st</sup> century and beyond.

On a personal note, I would like to take a moment and thank my fellow board members and town departments for working with me as we have guided the town through the last 6 years. I would also like to thank the town residents for granting me this great opportunity to serve you the last 6 years. It has been an honor and privilege to serve the Town of Bethlehem and its residents as a Select Board Member.

Respectfully Submitted,

Michael T. Culver  
Chairman of the Select Board



## **POLICE DEPARTMENT REPORT**

The Department was very successful in meeting the mission, goals and objectives set for us this year. One of the focuses was to work closer with the schools and to provide guidance, training and to enhance school security. Although there isn't a position in the school system for a School Resource Officer, the Department selected and trained an Officer to meet these commitments. This is an additional duty above the officer's normal patrol duties. Officer Bushway completed the School Resource Officer (SRO) and The Drug Abuse Resistance Education (D.A.R.E) course and is working closely with the schools to establish these programs. Officer Bushway was also instrumental in establishing an internship program with the PD and Profile School. This is the first year and so far it has been progressing nicely.

The Department in conjunction with the Bethlehem Schools applied for a grant to establish CopSync School Emergency Notification System. The grant was approved and the system has been deployed in the schools and all patrol vehicles. The CopSync Emergency Notification System can be aviated by any teacher or faculty member from their computer or smart phone to notify any patrol vehicle of an Active Shooter situation or life threatening events. The system is designed to cut down on officer response time which is very crucial in these situations. In conjunction with the CopSync system the Department has trained instructors who will train the factuality on how to respond to active shooters situations. The program is titled Civilian Response to Active Shooter Events (CRASE). This training is available to the Schools and any business that would like to participate.

### **Bethlehem Police Department 2015 Activities**

5155 calls for service, which included:

99	Motor Vehicle accidents (One Fatality)
2216	Motor Vehicle Stops
29	Crimes Against Persons (Up 38%)
40	Crimes Against Property (Up 40%)
31	Crimes Against Society – Drug Related Arrests (Up 11%)
60	Other Crimes – DWI/MIP (Down 38%)

With the ever changing criminal activities, changes in the laws, mental health issues, and other statutory requirements it is import to insure our officers are properly trained to better serve the community. Officers received training in Civilian Response to Active Shooter Events (CRASE), case preparation and prosecution, Search and Seizure, Law Enforcement Narcan Training, Threat Assessment in Schools, Basic Narcotics School, Advanced Roadside Impaired Enforcement, and Dealing with the Mentally Ill Subjects. This year we were lucky to have Officer Bushway attend and complete the School Resource Officers Course (SRO) and the Drug Abuse Resistance Education (DARE). We hope to continue to train at a high level in the coming year to meet the ever growing requirement of the job.

We continue to participate in the Highway Safety Grants, the New England State Police Information Network (NESPIN), the National Prescription Take Back Program, Internet Crimes Against Children (ICAC) and the Child Advocacy Center (CAC).

We look forward to serving the community in 2016. We will continue to maximize our resources to meet the ever changing needs of the citizens and businesses of Bethlehem. Moreover, we will continue to focus on the mission and core values of the Department, so we can do our part to ensure that Bethlehem is a safe place to live, work, visit and raise a family.

Respectfully Submitted,

Chief Michael Ho-Sing-Loy  
Officer Jared Peters  
Officer Scott Powers  
Officer Zachary Bushway

Office Andrew Hennessey  
Officer Jeffrey Dube  
Officer Parker Wilson  
Officer Mark Taylor (Part-time)

## **FIRE & AMBULANCE REPORT**

What a crazy busy year we have had, with 394 total calls between Fire and Ambulance. Our Ambulance was called for 289 EMS calls and Fire responded to 149 calls of all descriptions. We had a total of 6 structure fires two of which were in our Mutual Aid Towns. We also responded to 44 auto accidents, a major explosion and fire at Pine Tree Power and few other calls that were interesting to say the least. I am always so proud of the men and women on our Department that give up so much of their personal time to do the job at hand. (We can't make appointments for disasters)

Our Ambulance has been extremely busy with our own town as well as being a key player in assisting other Mutual Aid agencies. This year our ambulance is due for replacement as it has been fifteen years since we purchased this unit. At the time we purchased it I promised the tax payers that I would make it last fifteen years and here we are with an aging unit that is beginning to show its age inside and out. Just recently we lost the transmission and that costs us thirty six hundred dollars in repairs. It is only right that we provide our patients with a safe vehicle for transport when needed. The Select Board has been very sympathetic to our needs and after looking at the costs of refurbishing our present unit as opposed to purchasing new it was decided to go for new. The cost of refurbishing was around one hundred thousand and new is one hundred and fifty five thousand. The new definitely has its advantages as it will provide us with all the new safety features of an up to date box (the patient compartment) and comes with a better warranty. We have worked out the numbers so as not to severely impact the tax rate. We have approximately \$70,000 in capital reserve to purchase new and the remainder, \$85,000, will be financed over a period of eight years at roughly \$12,000.00 per year which is about what we normally put into the capital reserve.

The other project we hope to start this year is better 911 marking. Every building has a 911 address however the marking is left up to the building owner. We are looking to uniformly developing a marking system that will be easily identified buy responding emergency personnel. This may not sound like a big deal but at 2 AM when we are looking for someone that is having a life threatening medical issue every second counts and sometimes it nearly impossible to read the numbers on a house. Stay tuned for more on this issue as it is becoming a huge problem, but one we can fix.

Well that is it for this year and as always I am very proud of this Department and all of the people that serve. I am especially proud of LT Nick Emmons our Fire Fighter of the Year recipient as well as John DeGroat our EMT of the Year. These people dedicate so much to make us all we can be.

Thank you for your continued support.

Chief Jack Anderson

## **HIGHWAY DEPARTMENT REPORT**

The addition of a new Backhoe voted in last year enabled the Highway Department to continue with much needed culvert replacement. Multiple culverts on South Road, Hancock Lane, and Millers Run; Also Wing Road, Cherry Valley Road, River Road and Cottage Street had culverts replaced. Extensive shoulder work was also performed by this same piece of equipment on River Road, Trudeau Road, and Prospect Street while portions of Wing Road, South Road and Whitcomb Hill were done.

Hot Top projects in 2015 included large portions of Trudeau Road, South Road, and Lehan Road, Church Street, and Birchmere Lane where also completed roads receiving lesser amounts included Millers Run, Old Franconia Road, Wing Road and River Road. The Department will continue to push as much resources as possible toward asphalt.

I would like to commend the crew of the Highway Department for their continued dedication and work performance. While each one may have a job they excel in they all can perform any job asked of them. Common sense on their part helps keep this department moving forward. Thank you Chris Brousseau, Richard Robie, Richard Ray, Tyler Murray, and Thomas Hampson. Two more individuals I would like to thank are Dan Tucker for his many years of service in the winter road maintenance, and Kevin Clark who many of you have seen mowing the Town grounds and Cemeteries this individual takes great pride in how the town looks. I would like to thank the Selectboard, town staff and departments for their continued help and services.

Respectfully submitted,

Brett Jackson,  
Road Agent

## RECREATION DEPARTMENT REPORT

The Bethlehem Recreation Department this past year has continued to make strides in maintaining quality youth programs, developing community events and continuing maintenance on our recreation properties.

This year the focus was on the tennis court area, as well as the community garden. This summer, the tennis courts were resurfaced. Also, the dark green courts were changed to a striking blue that represents Bethlehem Elementary School and Profile school's color. Across the street from the tennis courts, the summer camp kids took on the community garden with the help of Franconia Jones. Later in the year, the Bethlehem Selectboard approved for the Skateboard Park to be built within the ice skating rink, the project will begin in the spring of 2016.

The Bethlehem Recreation Department participated in the North Country Workplace Education Program this year through SAU #35. Alice Kennedy, a recent graduate of Profile, interned at our Recreation Department and focused on the sports program. Ali now attends Husson University for Sports Management.

Also this year the Bethlehem Recreation Department was the recipient of the "Website Award" by New Hampshire Recreation and Parks Association for having the top recreation website in the State of NH. In addition, we also won first place in the "Fab Foto" contest with our photo "Ready. Set. Go!" photo, this photo was taken by Katerina Sourgiadakis. It was a HUGE honor to be recognized by such an influential association.

Our youth programs remain popular with the following enrollments;

<b>Youth Sports</b>	<b>After School Program</b>	<b>Summer Camp</b>
52 - Baseball Participants	45 - Registered	34 - Registered
77 - Soccer Participants		
42 - Basketball Participants		

Sadly, this year we said goodbye to a few of our staff members. Jill Rudberg, Katerina Sourgiadakis and Shannon Keeler, although they are not working with us, they will always be part of the Rec family.

As always it is a pleasure to serve such a supportive community. Thank you for the continued support.

Sincerely,

Rhienna Miscio  
Recreation Director

## **DIRECT ASSISTANCE REPORT**

In New Hampshire, persons with little or no income may be entitled to financial help from their town or city. New Hampshire law (RSA 165) requires each town and city to have a local welfare program to help people who are poor and in need of assistance. Individuals and families with low incomes may also be eligible for state assistance programs such as temporary aid to needy families (TANF), aid to the elderly, blind or disabled, food stamps, fuel assistance and/or WIC, as well as the federal Supplemental Security Income (SSI) program. In 2015 the Bethlehem welfare program helped 27 families.

The Bethlehem Food Pantry is funded solely through generous donations from Town of Bethlehem residents, and area businesses. Cash donations in the amount of \$5074 were received in 2015. Food is received from the USDA and purchased from the NH Food Bank. Monetary donations are used to purchase food items from the Bethlehem Village Store. Food donations can be made during regular Town Office hours. A donation basket is located in the lobby. Financial donations can be made through the Bethlehem Food Pantry account at WREN.

265 individual from 92 families visited the Bethlehem Food Pantry in 2015, and over 7,000 meals were distributed.

### **2015 Special Thanks:**

- Guy Kerstetter and Pepperidge Farm for their generous donation of bread products. This year we received close to 1,500 Pepperidge Farm products!
- Christmas in Bethlehem for their fundraising efforts on behalf of the Food Pantry.
- Profile School's 8<sup>th</sup> Grade Project Venture Class for adopting a family for Christmas.
- Ski Hearth Farm for the development of their Farm to Food Pantry program. The Bethlehem Food Pantry was the recipient of 7 full farm shares, which brought an abundance of fresh produce to families.
- Community Charity Fund at Garnet Hill for their continued support.
- Last, but certainly not least, a BIG thank you to our amazing community! You exemplify the spirit of taking care of your neighbor.

Respectfully submitted,

Dawn Ferringo  
Town Welfare Administrator

## **PLANNING BOARD REPORT**

The Bethlehem Planning Board had a very busy 2015. Not unlike previous years, we had numerous applications for conceptual plans, lot-line adjustments, and site plan reviews for new projects. The two most notable projects presented to the Board this year were the Baker Brook cabins, and AHEAD's Lloyds Hills developments.

A major project in progress at this time is the Town's Master Plan. The last Master Plan was completed in 2004. In 2014, the voters approved the funding for the required updated Master Plan and June Garneau of Mapping and Planning Solutions (MAPS) was hired to facilitate this task. A town-wide survey was conducted and data compiled in 2014 and 2015. Each month, the Planning Board and dedicated members of the community have been working on revising the Master Plan to represent the values and vision for the future of Bethlehem. While the process is currently ongoing, we always appreciate more involvement from the community. Please consider joining the Planning Board on completing this project.

The Planning Board meets the second and fourth Wednesday of each month. Currently, we are dedicating time on the fourth Wednesday meeting to work on the Master Plan. The charge of the Planning Board is to review any building projects in town. Please consider presenting your building and land development plans to the board 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,

Michael Bruno  
Planning Board Chair

## **BETHLEHEM COUNTRY CLUB REPORT**

Golf has been played at this Bethlehem location since 1898, when a 9-hole course first opened to the public. Bethlehem was already well known as a splendid resort destination, with more than 30 hotels and guest houses to accommodate summer visitors. These visitors, both men and women, were anxious to try the new game of golf. At that time, one could play golf for the entire summer for \$5.00!

By 1909, because of the tremendous success of the golf course, the Bethlehem Park Association commissioned a young Scottish architect, Donald Ross, to expand the layout. Probably best known for his courses in Pinehurst, North Carolina, Donald Ross redesigned and expanded the course to 18 holes. The Bethlehem course represented Ross's first contract in New Hampshire. He would later plan or alter a dozen courses in the state, and more than 500 in his career. By 1910 the new layout was open.

In addition to its famous architect, BCC has had its share of some of the greatest players of early American golf. Players such as Walter Hagan, Joe Kirkwood, Gene Sarazen, Walter Travis, John McDermott, and Harry Vardon have teed it up on the BCC links. LPGA players Fay Crocker and Hall-of-Famer Betty Jameson have also played the course.

The Town of Bethlehem purchased the course in 1949 and has owned it ever since. The course has seen many changes in that time and continues to improve. One very successful program has been the Junior Golf Program which began in 1968 under then BCC professional, Fred Ghioto. The juniors program provides area youngsters with free lessons, playing time, and tournaments at the course.

The Board of Selectman believes the Country Club is an important asset to the town and continues to look for ways to improve it.

### **2015 highlights:**

- Some of the much needed electrical updates were completed. This has been a multi-year project that is right on schedule.
- Course was in spectacular condition!
- BCC had multiple successful tournaments.
- The restaurant made some changes and scaled down the menu.
- The Benefactor's club continued to be a huge supporter of the Bethlehem Country Club.

The Board looks forward to a successful 2016 at the Bethlehem Country Club!

Respectfully submitted,

Bethlehem Board of Selectmen



## **REVOLVING LOAN FUNDS REPORT**

During 2015, BRLF made 2 referrals to NCIC for business purposes. BRLF currently has 6 active loans that collectively have an outstanding balance of \$122,476.58 as of 12/31/15. The fund has available monies of \$110,264.77 to lend.

The BRLF was established in 1985 ~ the objective being to encourage the development of Main Street. All loan applications are referred to and processed through Northern Community Investment Corporation (NCIC). Final approval is given the Board of Selectmen. Funding is handled by our Town Treasurer.

Business owners wishing information regarding BRLF should contact the fund administrator (David Keenan) at NCIC in St Johnsbury, VT. Their telephone number is 802-745-5101.

If you are looking to make improvements or possibly purchase a business property on the Main Street, we encourage you to contact NCIC to see if you would qualify for the Bethlehem Revolving Loan Fund.

BRLF Advisory Board,

Carol Boucher  
Ellen Leavitt  
Ronney Lyster

## **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 four interesting and diverse programs in both February and August. The committee also supports a Fall Colors school program in the fall, which is offered for free to Bethlehem Elementary School students and for a small fee to other local elementary school students.

In the spring some students and staff from The White Mountain School volunteer to help committee members with spring clean-up which includes raking, clearing brush, sweeping the pavilion, setting up benches and sometimes planting new shrubs. It is a perfect blend of community service and camaraderie which benefits the park, the students and the committee volunteers.

Our programs this August 2016 (Wednesdays at 7:00 pm) include:

- Aug 3: Sally Sherard—Magic Show
- Aug 10: Squam Lakes
- Aug 17: Priscilla Didio—Trail Talk and Nature Walk
- Aug 24: Kristine Pobatoching—Natural Arts & Crafts

After over 15 years of service as Chairperson, Tanya Tellman has stepped down as the Chairperson of the Bretzfelder Memorial Park Committee. We are thankful that she continues to be an active member of the committee and we will still heavily depend on her knowledge and mentoring in forest, trail and wildlife management. She is invaluable to the committee regarding the history of the park and preserving its purpose. The committee and the town are indebted to Tanya for her long service and dedication to Bretzfelder Memorial Park.

The park is open from dawn to dusk everyday of the year and is a great place to walk, hike, X-country ski, snowshoe, picnic, or just sit and listen to nature. Be sure to visit the “Big Pine Tree” near the upper parking area, under which Mr. Bretzfelder loved to sit. Follow the nature trail, starting at the lower parking lot, and learn about some of the habitats and diversity that are present throughout the park.

Bretzfelder is a many faceted gem right here in Bethlehem.

The Bretzfelder Memorial Park Committee:

Nancy Czarny, Chair	Marilyn Johnson, Conservation Commission rep.
Elizabeth Carter, Vice Chair	Libby Staples, Selectboard rep.
Ann Gruczka, Secretary	Andrea Bryant, Planning Board rep.
Nigel Manley	
Tanya Tellman	
Julie Yates	

## **BETHLEHEM HERITAGE SOCIETY REPORT**

### **New exhibits**

- Linda Davis exhibition, Black and White Photographs on Demise of Maplehurst and Highland hotels.
- Cottage Colony in Bethlehem
- Entertainment in Bethlehem hotels and places of business over the years.

### **Nutshell Studies Exhibit to London, England**

- **Nutshell Studies of Unexplained Death** – shipped to London, England to the Welcomed Museum to be included in the exhibition, "Forensics: The Anatomy of a Crime". It was on display for three months and viewed by 32,000 museum visitors.

### **School Grant**

- The Society assisted with sponsoring "Story Keepers" for 3rd through 6th grades at the Bethlehem Elementary School. The 3 day program was presented by Vermont children's author, Natalie Kinsey-Warnock. The curriculum teaches children how to use their inquiry skills to interview people, identify different types of artifacts, such as old photos and research archives.

### **Christmas in Bethlehem**

- Memory Tree and Veteran's Tree – Saturday, December 5th, 2016
- Mystery bus tour – 50 people from Massachusetts came to the Heritage center. A program on the history of Christmas in Bethlehem was presented along with discussion regarding the diversity of our population and how that influences our holiday celebrations.

### **DOT Survey for culvert replacement**

- Completed historical survey for Dept. of Transportation regarding the state road work to be done in front of the Post Office and Heritage Center. Heritage building, bridges and the Heritage brick walk are of particular concern as is the Veterans Tree that was given by the Henry Finkle family.

### **Participation in Maplewood Caddy Camp Summit Reunion**

- The Summit was held in August of 2015. The Heritage displayed artifacts related to the Maplewood Caddy camp during the weekend. The Caddie's donated \$500 to the society for the purchase of a flatbed scanner.

### **New Bethlehem Heritage Society Website**

- We are in the process of building a new website under the direction of Larcom Studios, Web & Graphic. Excitement grows as we put it together and have it ready for viewing. Thanks to Amelia Murphy for assisting us with scanning pictures and information for the website. Young minds are a great asset to our organization!

### **Acknowledgements**

- **Lana Tibbetts**, a long-time officer and member of the society moved to California this past year. The society is grateful to her for all of her efforts on behalf of the society and wishes her well in her new home.

- The society would like to acknowledge the work of **Chris Jensen**, NPR North Country reporter in digitalizing all of our oral histories and doing new ones for us; the latest being Paul and Ralph Hudson. If you would like to give an oral history or have recommendations, please contact the Heritage Society at 603-869-3330 or [betheritage@roadrunner.com](mailto:betheritage@roadrunner.com)

- Many thanks to **Helen Cunningham** for her generous donation of artifacts over the past year.

The Society would like to thank the town Select board and the community for the continued support of the Heritage Society. We hope to see local residents, as well as visitors to our community, visit the museum in 2016.

Bethlehem Heritage Society

Board of Directors - Clare Brown, Marie Brockway, Carole Hammarberg, Linda Herrman, Paul Hudson

## BETHLEHEM CONSERVATION COMMISSION REPORT

Conservation Commissions are charged with the proper utilization and protection of the natural resources and watershed resources of a town. Conservation Commissions review Fill and Dredge in 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 and county agencies such as the Department of Environmental Services, Department of Resources and Economic Development, Fish and Game Department, Fish and Wildlife Service and the Grafton County Forester's office. The Commission maintains a liaison with the Ammonoosuc River Local Advisory Committee and has a member who serves on that Committee.

The Commission held several special meetings during the year and several site visits, in addition to its regular monthly meetings, to comment on projects including:

- the Ledgewood 2 subdivision,
- the replacement of the septic system at Profile H.S.,
- the Alteration-of-Terrain Permit Application, Stage V, for the North Country Environmental Services landfill expansion,
- an Alteration of Terrain permit application to widen a ski run at the Bretton Woods Ski area,
- and voted to comment on the wetlands permit application and to request intervenor status for the Northern Pass project.

Other projects the Commission undertook include writing to the legislature to oppose Senate Bill 83, which would have made it more difficult for conservation commissions to go on public lands such as the Town Forest; writing a letter to support the Ammonoosuc Conservation Trust's efforts to conserve the Brebner farm; adding our signature to those of commissions in southern New Hampshire to oppose the Kinder Morgan pipeline; and writing a letter to oppose the state's Site Evaluation Committee pre-emption of local control in support of the Planning Board.

We welcomed two new members and two alternates to the Commission, set up a Bethlehem Conservation Commission page on Facebook, and completed blazing and painting of boundaries in the Town Forest in the area of the Evergreen Avenue entrance.

Members attended several conservation-related meetings including Climate Change and New England Forests, Forest Laws for Municipal Officials, and the NH Association of Conservation Commission's Annual Meeting.

**Roadside clean-ups:** On Saturday, May 2, 50 volunteers picked up 78 bags of trash (3120 pounds or 1.56 tons) and 36 bags of recycling (1440 pounds or 0.72 tons) from

Bethlehem's roadways along with 6 tires, 2 refrigerators and 1 air-conditioning unit. On Friday, Bethlehem Elementary School students brought in 0.16 tons (320 pounds) of trash and 3 tires. With both clean-ups we collected 2.44 tons of trash and recyclables.

**BES field trip donation:** The commission donated \$500 to support a visit by Bethlehem Elementary School students to visit the Montshire Museum or the Seacoast Science Center. An envelope full of notes from the students was reviewed and declared to be adorable. When Ms. Blake's K/1 students were asked how the field trip to the Montshire Museum was, responses included Magical, Awesome, Wonderful and Fantastic. A big hit at the Seacoast Science Center was learning how to tell boy crabs from girl crabs, although one student complained "I only found boys." Other comments: "I never thought that I would have enough courage to hold a crab, but I did, and it was so cool." And: "Sure we could read books to learn about the sea creatures but you provided a close up learning experience. Thank you!"

Cheryl Jensen,  
Chair

## AMMONOOSUC COMMUNITY HEALTH SERVICES REPORT

In 2015, ACHS celebrated 40 years of **providing comprehensive primary preventive health care to anyone, regardless of their ability to pay.** Support from the **Town of Bethlehem** is extremely important in our continued efforts to provide affordable health care services to the 26 rural towns in our service area. Our sliding fee scale for payment of services provides a vehicle for uninsured and underinsured patients to get the health care they need in a timely manner. Keeping just one patient out of the ER could save taxpayers \$1,000-\$1,500 (average cost of an ER visit).

Access to affordable dental and oral health care is difficult for many in the North Country who lack the means to pay for these services. Poor oral health can lead to many other serious health issues and often leads to costly hospital ER visits where the actual causes of the problem cannot be addressed. ACHS opened the first community oral health program in northern New Hampshire on the ACHS-Littleton campus in January of 2015. This program is available to all and we offer a sliding fee scale for payment to those who qualify. For more information about this program, please visit our website: [www.ammonoosuc.org/services/dental](http://www.ammonoosuc.org/services/dental).

### Services Provided

- Primary Preventive Medical Care – Family Practice - Prenatal Care through Geriatrics
- Prenatal Care - Childbirth Education, Nurse/Midwife Service and Newborn Care
- Family Planning - Birth Control, STD and HIV Testing and Counseling
- Breast & Cervical Cancer Screening Program
- Behavioral Healthcare - Counseling
- Dental & Oral Healthcare –The ACHS Dental & Oral Health Center opened full-time in January 2015
- Pharmacy Services - In-house Pharmacy, Medication Management, Low-Cost Drug Program
- Financial Services - Sliding Fee Scale for eligible patients

### ACHS Statistics (FY 2014-2015)

- Number of Unduplicated Clients Served: Medical 9,353, dental 570, behavioral 477
- Number of Visits: Medical 32,048, dental 1,233 (6 months), behavioral 3,142
- Client/Payor Mix: 21.5% Medicaid, 25.6% Medicare, 9.2% Uninsured, 43.7% Insured
- Value of free medications provided to our patients: \$363,772
- Value of discounted health care services provided to our patients: \$1,058,283 total; Medical \$273,438, Dental \$125,840, Behavioral Health \$18,920, Pharmacy \$640,035

### Town of Bethlehem Statistics

- Total # of Patients – 932
- Total # of Medicaid Patients – 155
- Total # of Medicare Patients – 173
- Total # of Self-Paying Patients – 38
- Total # of Sliding Fee Scale Patients – 64

Respectfully Submitted,

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

## 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 Country ServiceLink Resource Center and RSVP and the 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 2014-2015, 162 older residents of Bethlehem were served by one or more of the Council's programs offered through the Littleton Area Senior Center or RSVP. One hundred and eighty-six Bethlehem residents were served by ServiceLink:

- Older adults from Bethlehem enjoyed 1,550 balanced meals in the company of friends in the Littleton center's dining room.
- They received 2,275 hot, nourishing meals delivered to their homes by caring volunteers.
- Bethlehem residents were transported to the health care providers or other community resources on 1,255 occasions by our lift-equipped buses.
- They received assistance with problems, crises or issues of long-term care through 74 visits with a trained outreach worker and 194 contacts with ServiceLink.
- Bethlehem's citizens also volunteered to put their talents and skills to work for a better community through 1,618 hours of volunteer service.

The cost to provide Council services for the Bethlehem residents in 2014-2015 was \$69,679.47.

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, saving 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 even 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.

Roberta Berner,  
Executive Director



## **NORTH COUNTRY COUNCIL REPORT**

As the regional planning commission serving the 51 municipalities and 25 Unincorporated Places of northern New Hampshire, North County Council (NCC) continued to provide a wide range of services in 2015. Some of the highlights:

- Drop-in office hours around the region increased opportunities to provide assistance.
- Revolving loan fund helped several area businesses keep their doors open and workers employed.
- Traffic count program enabled municipalities, businesses, and NHDOT to monitor trends and evaluate future needs.
- Administration of payments for volunteer driver program enabled many residents to access medical appointments and other basic needs.
- Assistance with day-to-day planning and zoning questions, master plans, zoning and regulation updates, and review of development proposals such as the Balsams redevelopment gave local officials and volunteer boards access to professional planning expertise.
- Staff support for the Connecticut River Joint Commission Local River Subcommittees enabled review and input on proposals such as the future plans of the Conte Refuge and Northern Pass.
- Assistance to businesses with disaster preparedness won a NADO Innovation Award.
- Advocacy on behalf of North Country communities resulted in inclusion of the region's top highway needs in the Ten Year Plan being presented to the Legislature.
- Development of plans for the region's scenic byways ensured continued designation of these important tourism resources under the state program.
- Training for transfer station operators increased efficiency and compliance with state rules.
- Collection of household hazardous wastes meant fewer toxic materials entering the region's groundwater.

The Council is comprised of Representatives from each member community. We look forward to hearing from your community's Representatives about emerging issues and needs that our staff should be focusing on in the coming years.

## **NORTH COUNTRY HOME HEALTH & HOSPICE AGENCY REPORT**

North Country Home Health & Hospice Agency provides quality home health care that includes nursing, rehabilitation, hospice, social services and homemakers, companion and respite care programs in 21 towns of Grafton and Coos County. This past year in Bethlehem we provided services to 47 clients, 2 of which were Hospice patients, and provided 933 visits in the town. We are committed to our community in that we provide many community health clinics and screenings such as free blood pressure, blood sugar, and health education programs as well as immunization, foot care, and wound care clinics. North Country Home Health and Hospice also provides Tele-health monitoring to our clients at no cost. These monitors are placed in the client's home to collect data such as blood pressure and other vital signs which are transmitted via the client's telephone line to our office. This allows for daily monitoring of our clients for improved outcomes.

Our Hospice program provides a comprehensive and holistic approach to end of life care that includes a skilled, multidisciplinary team of caregivers and volunteers. Hospice includes medications for symptom relief, medical supplies and equipment, short term hospitalization and in-patient respite care, counseling and pastoral support. Hospice volunteers provide valuable support to those living with a life-limiting illness. Our Compassionate Care program provides skilled care, at no cost, to those who are not eligible for traditional hospice services.

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. Home Health Care is critical to serving the growing health care needs of this community. Our skilled clinical team is able to monitor health problems and provide disease management within the home setting that helps prevent more costly health care such as hospitalization and long term institutional care. North Country Home Health & Hospice Agency is committed to provide services in Bethlehem to support clients and their families to remain in the comfort of one's home in a safe and supportive environment 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 for the twenty two towns in upper Grafton and lower Coos counties, White Mountain Mental Health strives to assure that everyone in the community, regardless of income or insurance status, has access to high quality services, delivered by caring and well trained mental health professionals. Services include evaluation in crisis situations, short term, solution-focused counseling offered to adults, children and families, comprehensive life-long supports to persons suffering from severe and persistent mental illness, and treatment focused on recovery from addiction, with special focus on the high percentage of persons dually diagnosed with mental illness and substance abuse. Our goal is to make mental health treatment accepted and easily accessible component of general good health.

As the world has become more complex, the possibility has increased that you or someone in your circle of family and friends will experience a serious emotional crisis. Town funding means that cost will not be a barrier to receiving the care needed to return to good health. Town funding also enables us to continue to offer local offices in Lancaster, Littleton, Lincoln and Woodsville, as well as 24/7 emergency evaluations from all of our offices and from local hospital emergency departments.

Some of the highlights of 2015:

- Several of our clinical staff members have completed advanced training in evidence-based practices which allow us to offer the most up-to-date interventions in the areas of Child-Parent Psychotherapy, Trauma- Informed Treatment, Substance Abuse Disorders and Mental Illness Recovery. We are extremely proud of our excellent and dedicated clinical staff.
- We have welcomed a new full-time psychiatrist, Dr. Megan Carman, who joins our Medical Director, Dr. Eric Van Leuven in the provision of psychiatric care.
- Our commitment to the Grafton County Mental Health Court continues, which allows persons suffering from a mental illness to get the help they need.
- We continue to offer home visits to the elderly as well as to persons who need support with daily activities. Most of our services, in fact, occur outside of our buildings.
- Children and families have been a focus this year, with expansion of our services to very young children, including consultation to pre-schools and daycare settings.
- Suicide Prevention is a key priority for us, as well as our partners at NAMI-NH, with many efforts underway to educate teachers, law enforcement, community caregivers and the general public regarding the importance of recognizing and appropriately reacting to potential suicide.

This year 72 people from the Town of Bethlehem received 271 hours of service, thanks to your appropriation.

Respectfully Submitted,  
Jane C. MacKay, Area Director

## TRI-COUNTY COMMUNITY ACTION PROGRAM REPORT

Tri-County Community Action/Grafton County is requesting **\$7,200.00 in funding from the Town of Bethlehem at your 2016 Town Meeting** to help support its Community Contact programs. Community Contact is the field services arm of the Tri-County CAP. Our purpose is to assist low-income, elderly and disabled persons to solve problems and meet their physical and financial needs. We accomplish this by providing information, counseling, referrals, budget counseling, guidance and organizational assistance and by effectively linking households with CAP assistance programs and using community resources.

Below is the breakdown of assistance that the Grafton County Community Contact office provided to the **314** residents of **Bethlehem** who have been served over the last year from July 1, 2014 and June 30, 2015:

The following is a report of services provided in fiscal year July 2013 - June 2014:

<b>Services Provided</b>	<b># of HH</b>	<b>Dollar Amount</b>
Fuel Assistance	144	\$123,989.61
Weatherization/Furnace Repairs	18	\$126,388.00
Electrical Assistance	98	\$41,375.07
USDA Surplus Food (allocated to local food pantry)		\$10,725.64
		<b>\$302,478.32</b>

Tri-County Community Action provides necessary services for the less fortunate citizens in our communities, who would otherwise have to seek help from the town. We are depending upon funding from your town and neighboring communities countywide. The local funds are used to make available local intake and support for federal and state programs including Fuel Assistance, Electric Assistance, Homeless Prevention, Weatherization, and electric utility conservation programs. We are also the conduit through which the USDA Surplus food is distributed to the food pantries throughout Grafton County.

We greatly appreciate the support and look forward to continued cooperation and partnership with your towns' residents, elected officials and staff. If you have any questions, please do not hesitate to call me at 888-842-3835 x103.

Sincerely,

Lisa Hinckley  
Community Contact

## UNIVERSITY OF NEW HAMPSHIRE COOPERATIVE EXTENSION

University of New Hampshire Cooperative Extension's mission is to provide New Hampshire citizens with research-based education and information, to enhance their ability to make informed decisions that strengthen youth, families and communities, sustain natural resources, and improve the economy.

Here are some of our noteworthy impacts during the past calendar year:

- Dave Falkenham collaborated with the County to begin a timber sale on the County forest lands. After Dave's departure in July, Jim Frohn was hired in December as our new County Forester.
- Michal Lunak began a research project looking at the economic feasibility of producing dairy beef in the North Country.
- Donna Lee partnered with two local schools to develop a 4-H presence in their community.
- Lisa Ford continued to promote healthy living practices, educate youth, parents, adults, and seniors about smart food choices and being physically active.
- Geoffrey Sewake was a successful co-applicant on two Northeast Regional Center for Rural Development grants totaling \$20,000.
- Jessica Sprague taught ServSafe® courses along with other food safety and food preservation programs. She is working with the food safety team to develop farm food safety programming.
- Along with colleagues in four states, Heather Bryant continued work on a five year, multi-state research project looking at fertilizer requirements for high tunnel tomatoes.
- Volunteer Master Gardeners began work on planning the first Master Gardener training program held in the North Country in ten years; it was conducted in the Fall of 2015.

**Be sure to look for us on Facebook and Twitter and on-line at [www.extension.unh.edu](http://www.extension.unh.edu)**

Respectfully submitted,

Heather Bryant,  
County Office Administrator

**DISTRICT ONE EXECUTIVE COUNCILOR'S REPORT**  
**JOSEPH KENNEY**

As I start my 3rd year of service to you and the State of New Hampshire in Council District 1, I am grateful and honored to serve you.

I continue to work with the Governor, Council and Legislature on the important issues impacting the State. The Heroin and Opioid epidemic has been the number one issue. The Governor and Council called for a Special Legislative Session on November 18<sup>th</sup> to address the statewide heroin and opioid crisis. A Joint Legislative Task Force on Heroin and Opioid Epidemic was formed and will make recommendations to the Governor and Legislature in the upcoming session.

Economic development is still my top priority for the Northern most Council District and I will work with community and business leaders to assist in the creation of jobs and economic opportunity. I am committed to the Balsams project in Dixville Notch and I will continue to work with the various public and private partners to move this project forward. Additionally, I continue to work with the county and regional economic development councils and executive directors on present and future economic opportunities to grow businesses in the District.

I join with the NH Congressional Delegation - Senator Jeanne Shaheen, Senator Kelly Ayotte, Congresswoman Annie Kuster and Congressman Frank Guinta in working with other New England states and our northern Canadian friends to seek economic opportunities and relationships.

The Ten Year Transportation Improvement Plan process working with the Department of Transportation and the Regional Planning Commissions has been completed. The Executive Council approved the final draft and submitted it to the Governor on December 16<sup>th</sup>. The plan focuses on preservation, maintenance and safety of existing pavement and bridge infrastructure throughout the State. The US Congress passed the Fixing America's Surface Transportation (FAST) Act, which provides increased federal funding to the State of New Hampshire over the next five years. Contact William Watson at NH DOT for any additional details at 271-3344 or [bwatson@dot.state.nh.us](mailto:bwatson@dot.state.nh.us).

The 2016 session of the NH House and Senate will address legislation that deals with the heroin and opioid crisis, Medicaid expansion, and maintaining a good business climate. Again, be watchful of proposed legislation passing costs on to the county and local levels of government. Stay close to your local state senator and house members.

The Governor and Council are always looking for volunteers to serve on the dozens of boards and commissions. If you are interested, please send your resume to Governor Maggie Hassan, State House, 107 North Main Street, Concord, NH 03301 attention Jennifer Kuzma Director of Appointments/Liaison or at (603) 271-2121. A complete list is available at the NH Secretary of State website at [www.sos.nh.gov/redbook/index.htm](http://www.sos.nh.gov/redbook/index.htm). My office has available informational items: NH Constitutions, tourist maps, consumer handbooks, etc. I periodically send, via email, a list of my schedule for the week. Send me your email address if you'd like to be added to the list at [Joseph.Kenney@nh.gov](mailto:Joseph.Kenney@nh.gov).

Contact my office any time I can be of assistance to you.

Serving you,

Joe

**DISTRICT 14: NH HOUSE OF REPRESENTATIVE'S REPORT**  
**BRAD BAILEY**

As one of your elected officials I am submitting a report based on the current 2014/2015 session. The information provided is based on the date of this letter (January 2016).

Last year was spent on crafting a biennium budget to begin in July of 2015. While disagreements between the Governor and Legislature culminated in a veto by the Governor, ultimately both sides came together to settle on a two-year budget that will provide more funding for our roads and bridges, continue to fund services like Meals on Wheels, and dramatically increase funding to combat the Opioid crises that has reached the North Country. This will be the largest budget in New Hampshire's history, but does not raise any taxes or fees on our citizens.

While the State of New Hampshire agreed to participate in the expansion of Medicaid through the Affordable Care Act, the 100% federal funding is set to expire, along with the program, unless we can pick up the State's share. We all want to take care of our most vulnerable, but there is no funding source for us to continue the program unless we raise taxes and fees, or another avenue is found. The Legislature is working on this issue.

Close to home we were successful in securing funds to reopen the Exit 44 Welcome Center off I-93 in Littleton during the winter months. Over 140,000 people stop at this location annually; making it an important part of our North Country travel and tourism industry. On a related note I have put forward a bill to name the Welcome Center after the late Executive Councilor Raymond S. Burton. If approved, I hope you will join me in celebrating the life of Ray and how he impacted the lives of so many in our towns.

Finally, but equally as important, the proposed Northern Pass remains a concern of many within the North Country delegation and we remain firm in our opposition to towers in our pristine region which would negatively impact real estate values and tourism.

With over 800 bills that will come before us this year, the above is a brief summary of the work that has been done and the work we have left to do this session. I would like to extend my thanks to so many of you who have reached out and expressed your concerns or asked for help pertaining to many issues important to you.

As always, it is a tremendous honor to serve you and I appreciate the confidence and trust you have placed in me over these last four years.

Respectfully,

Rep. Brad Bailey  
NH House of Representatives  
Grafton 14  
Bethlehem, Franconia, Lisbon, Littleton, Lyman, Monroe and Sugar Hill

## **NORTH COUNTRY SENATOR'S REPORT**

### **JEFF WOODBURN**

It is an honor to serve as your State Senator representing District 1, which includes 58-rural, northern communities, encompassing 27 percent of the state's landmass. It is a region larger than two states and 17 foreign countries and containing fewer than twenty people per square mile.

The North Country, including the White Mountains region, has a uniquely different culture, landscape, economy and history than the rest of the state. It is my focus to ensure that State government understands this and doesn't forget us. Our needs, challenges and opportunities are different. At the top of my priority list is stabilizing our fragile economy while improving the quality of life for all our people. First and foremost, this means advocating for policies and projects that expand business and entrepreneurial opportunities that will raise stagnant wages. I'm proud to have been the prime sponsor of the law that extends the same economic development opportunities available to all communities to our unincorporated towns. The so-called Balsams bill is an essential part of the redevelopment of the former grand resort in Dixville.

We've made important bipartisan investments that disproportionately benefited our region in the previous sessions and I will fight efforts to repeal them. I support our continued efforts to expand access to health care, reduce the burden of uncompensated care at local hospitals, invest in local road and broadband infrastructure and build a budget that reflects the needs of rural areas.

In the Senate, my goal has been to be practical and to work with everyone to get results for our region. But voting is only a part of my work, I have been accessible and available to my constituents, holding town hall meetings, office hours and tours for state leaders. I have tried when possible and appropriate to bend state government to meet the needs of rural people and rural communities. Over the course of my time in office, I have assisted thousands of individuals with issues large and small. I consider it a great compliment when someone feels comfortable enough to contact me and trust that I will intercede on their behalf when they are in a time of need.

I love being the voice for the North Country and am constantly inspired by our people and places that make our beloved home so special.



Be in touch, if I can be of assistance to you or your community.

Regards,  
Jeff Woodburn,  
North Country Senator

524 Faraway Road, Dalton, NH 03598  
Jeff.Woodburn@leg.state.nh.us  
603.271.3207

## **NOTICE**

If you own real estate lots that were involuntarily merged by municipal action, you may be able to have those lots restored to their pre-merger status.

Your property may qualify if two or more lots were merged for zoning, assessing, or taxation purposes and the merger occurred:

- During your ownership, without your consent; or
- Prior to your ownership, if no previous owner consented to the merger.

To restore your property to the pre-merger status, you must:

- Make a request to the local governing body
- No later than December 31, 2016

Once restored:

- Your properties will once again become separate lots; however, they must still conform to applicable land use ordinances. Restoration does not cure non-conformity.

*This notice must be*

- *Posted continuously in a public place from January 1, 2012 until December 31, 2016, and*
- *Published in the 2011 through 2015 Annual Report*

*Read the full statute at [RSA 674:39-aa Restoration of Involuntarily Merged Lots](#)*

**BIRTHS REGISTERED  
IN THE TOWN OF BETHLEHEM  
For the Year Ending December 31, 2015**

<b>Date &amp; Place of Birth</b>	<b>Name of Child</b>	<b>Name of Father &amp; Name of Mother</b>
January 06, 2015 Littleton, NH	Culver, Bailey Thomas	Culver, Michael Culver, Allison
January 16, 2015 Littleton, NH	Raymond, Sophia Kaylin	Raymond, Gregory Raymond, Tatiana
March 30, 2015 Littleton, NH	Clough, Phoebe Sharon-Claire	Cote, Monique
April 2, 2015 Littleton, NH	Doucette, Julia Ann	Doucette, David Baxter, Brittany
April 15, 2015 Littleton, NH	Reina, Sophia Anna	Reina, Joseph Reina, Angela
May 1, 2015 Littleton, NH	Sobliros, Asher David	Sobliros, Gabriel Sobliros, Katie
August 12, 2015 Littleton, NH	Trahan, Jayce Taylor	Trahan, Brett Wheeler, Erika
August 14, 2015 Littleton, NH	McCarty, Malikai William	McCarty, Cory Fellows, Savanah
September 5, 2015 Littleton, NH	Jackson, Charlotte Marie	Jackson, Dustin Locke, Lindsay
September 7, 2015 Littleton, NH	Ferreira, Milo David	Ferreira Jr, David Wolf, Katie
September 8, 2015 Littleton, NH	Pappa, Luchiano Giuseppe	Pappa, Joseph Pappa, Tammie
September 18, 2015 Littleton, NH	Arsenault, Kaylyn Rachel	Arsenault, Aaron Arsenault, Michelle
November 24, 2015 Littleton, NH	Ramer, Ralph Burton	Ramer, Samuel Robinson, Katey
November 25, 2015 Littleton, NH	Palmer, Madeline Chloe	Palmer, Samuel Palmer, Vanessa

November 29, 2015  
Littleton, NH

Robinson, Harmony Lynn

Robinson, Joshua  
Bryant, Christina

December 14, 2015  
Littleton, NH

Casey, Bryce Joshua

Casey, Joshua  
Casey, Michelle

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, 2015**

<b>Date &amp; Place Of Marriage</b>	<b>Name and Surname Bride/Groom/Spouse</b>	<b>Residence of Each At Time Of Marriage</b>
February 22, 2015 Bethlehem, NH	McLaughlin, Stephen E Alden, Therese M	Bethlehem, NH Bethlehem, NH
April 18, 2015 Bethlehem, NH	Pappa, Joseph B Olsen, Tammie A	Bethlehem, NH Bethlehem, NH
May 16, 2015 Sugar Hill, NH	Hayward Jr, Robert S Giesselman, Monique K	Sugar Hill, NH Bethlehem, NH
May 23, 2015 Bethlehem, NH	Dupuis, Calvin D Janes, Kristin M	Bethlehem, NH Bethlehem, NH
June 28, 2015 Littleton, NH	Lahue, Ilene N Beermann, William H	Bethlehem, NH Bethlehem, NH
July 18, 2015 Bethlehem, NH	Whitehouse, Joseph J Ewing, Claire E	Bethlehem, NH Bethlehem, NH
August 22, 2015 Bethlehem, NH	Jergensen, Steven A Authier, Michelle L	Bethlehem, NH Bethlehem, NH
September 15, 2015 Franconia, NH	Wright, Heidi A Roberts, Stephen H	Franconia, NH Bethlehem, NH
October 3, 2015 Bethlehem, NH	Fournier, Garth S Bouchard, Chelsea A	Bethlehem, NH Lunenburg, VT
October 10, 2015 Bethlehem, NH	Ford, Eric T Goff, Candi A	Bethlehem, NH Bethlehem, NH
October 10, 2015 Bethlehem, NH	Fouch, Jon A Rosebush, Tori L	Bethlehem, NH Bethlehem, NH
June 14, 2014 Bethlehem, NH Was not included in 2014	Henderson, Susan Buckalew, Crysta	Hermitage, AR Hermitage, AR

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, 2015**

<b>Date &amp; Place Of Death</b>	<b>Name &amp; Surname Of Deceased</b>	<b>Name &amp; Surname Of Father</b>	<b>Maiden Name Of Mother</b>
January 17, 2015 Whitefield, NH	Reardon Jr, William	Reardon Sr, William	Whitcomb, Leona
February 1, 2015 Whitefield, NH	Piazza, Beverly	D'Amico, Sabatino	Vettraino, Rose
February 21, 2015 Bethlehem, NH	Trainor, Geraldine	Burgon, Tom	Hohensee, Louise
March 2, 2015 Bethlehem, NH	Payne, Debra	Dangora, Roger	Dugmor, Edna
March 5, 2015 Lebanon, NH	Gamble, Bruce	Gamble, Charles	Miller, Barbara
March 9, 2015 Woodsville, NH	Rogers, William	Rogers, Harold	Roy, Gertrude
April 10, 2015 Lebanon, NH	Julien, Barbara	Kilbride, William	Mullin, Alice
April 13, 2015 Littleton, NH	Millette, Frank	Millette, Frank	Wright, Barbara
April 23, 2015 Salem, NH	Sousa, Mildred	Pacheco, Jose	Cravinho, Maria
June 23, 2015 Bethlehem, NH	Dodge, Barbara	Derrington, Garfield	Harris, Florence
June 23, 2015 Lebanon, NH	Randall Jr, Robert	Randall Sr, Robert	Roberts, Dorothy
July 29, 2015 Littleton, NH	Phillips, Juliana	Wyman, Basil	Fillian, Caroline
July 30, 2015 Bethlehem, NH	Kelley, Dennis	Kelley, Charles	Horne, Edna
August 12, 2015 Franconia, NH	Dexter, Gary	Dexter, Clifton	Estes, Bernice

September 4, 2015 Littleton, NH	Dovholuk, Zachary	Dovholuk, Bruce	Ingerson, Deborah
November 4, 2015 Franconia, NH	Nast, Evelyn	Kues, Edwin	Goodwin, Ruth
November 11, 2015 Bethlehem, NH	Jerry, Paul	Jerry, George	Duffany, Josephine

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

Mary Jackson, Town Clerk

# **NOTES**



**ANNUAL REPORT FOR  
BETHLEHEM VILLAGE DISTRICT**

**BETHLEHEM VILLAGE DISTRICT**  
**Box 667, Austin Road**  
**Bethlehem, NH 03574**  
**Annual Meeting Minutes for March 13, 2015**

**OFFICERS**

**BOARD OF COMMISSIONERS:**

Term Expires 2015	Russell P. Mardin, Jr.
Term Expires 2016	Richard E. Robie, Sr.
Term Expires 2017	Bruce S. Brown

**MODERATOR:**

Term Expires 2015	Wayne Derby
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**VILLAGE DISTRICT CLERK**

Term Expires 2015	Lana J. Tibbetts
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**TREASURE:**

Term Expires 2015	Christopher Whiton
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**AUDITOR:**

Term Expires 2015	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 7:00 PM on Friday, March 13, 2015 at the Bethlehem Elementary School. Present were Commissioners Bruce Brown, Richard Robie, Sr. and Russell Mardin, Jr.

**ARTICLE 1.** Moderator Derby read the Article: Commissioner Brown moved to nominate Wayne Derby as Moderator for the ensuing year. Seconded by Butch Lucas. The motion passed unanimously by a hand vote.

**ARTICLE 2.** Moderator Derby read the Article: Commissioner Brown moved to nominate Lana Tibbetts as District Clerk for the ensuing year. Seconded by Bud Miller. The motion passed unanimously by a hand vote.

**ARTICLE 3.** Moderator Derby read the Article: Commissioner Robie moved to nominate Russell Mardin, Jr. Commissioner for a three-year term. Seconded by Butch Lucas.

Bethlehem Village District  
Annual Meeting Minutes  
March 13, 2015

The motion passed unanimously by a hand vote.

**ARTICLE 4.** Moderator Derby read the Article: Commissioner Brown moved to nominate Christopher Whiton as District Treasurer for the ensuing year. Seconded by Derek Brown. The motion passed unanimously by a hand vote.

**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 Brown moved to nominate Nora Clark as District Auditor for the ensuing year. Seconded by Butch Lucas. The motion passed unanimously by a hand vote.

**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, the motion carried by hand vote.

**ARTICLE 7.** Moderator Derby read the Article: To see if the District will vote to raise and appropriate the sum of Three Million Eight Hundred Seventy Two Thousand One Hundred Fourteen dollars (\$3,872,114) for the purpose of making improvements to the Bethlehem Village District water system and related infrastructure; up to Three Million Seven Hundred Sixty Five Thousand One Hundred Fourteen dollars (\$3,765,114) of such sum to be raised through the issuance of bonds or notes under the compliance with the Municipal Finance Act, RSA 33:1 et seq., as amended; with the amount of such bonds to be reduced by any grants coming from the United States Department of Agriculture (the size of which is currently estimated to be \$1,265,114), Community Development Block Grants (the estimated size of which is currently estimated to be \$500,000) and any other granting sources that may become available; with the remaining \$107,000 to come from district funds; to authorize the Commissioners to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project and to comply with all laws applicable to said project; to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the Commissioners to take any other action or to pass any other vote relative thereto. (Voted on by written ballot after discussion – 2/3rds ballot vote required.) The Commissioners recommend this article.

The motion was moved to approve by Commissioner Brown, seconded by Commissioner Robie.

Bethlehem Village District  
Annual Meeting Minutes  
March 13, 2015

- Joe Ducharme, CMA engineer presented a slide show and gave a brief history of Bethlehem's water system explained how the project will correct water violations.
- Rick Gile explained the problems with the current water quality/treatment and reviewed the proposed project.

After some discussion, a motion was made by Kathy Gowitzke, seconded by Thomas Gowitzke to open the polls for voting; the polls were opened at 7:54pm

**ARTICLE 8.** Moderator Derby read the Article: To see if the District will vote to raise and appropriate the sum of Seven Hundred Sixty One Thousand Six Hundred Nine Dollars (\$761,609.00) for the district's operating budget as specified in the posted budget. This appropriation is exclusive of all other warrant articles. Motion made by Commissioner Brown and seconded by John Miller. Commissioner Brown made a motion to add an additional \$12,000.00 to the water maintenance account to cover this winter's numerous freeze-ups, making the new total Seven Hundred Seventy Three Thousand Six Hundred nine Dollars (\$773,609.00), seconded by Commissioner Mardin. After some discussion, Article 8 passed by hand vote.

**ARTICLE 9.** Moderator Derby read the Article: To see if the District will vote to raise and appropriate the sum of Fifty Five Thousand Dollars (\$55,000.00) for the purchase of a new district truck. Said funds to come from the trade in of the current truck with the balance, up to Thirty Thousand Five Hundred Dollars (\$30,500.00), to come from the Village District Pick-up Truck Capital Reserve Fund created for this purpose. Motion made by Commissioner Brown and seconded by Commissioner Robie. After some discussion, Article 9 passed by hand vote.

**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 add to the Capital Reserve Fund established under the provisions of RSA 35:1, known as the Water Intake Repairs and Upgrades. Motion made by Commissioner Brown and seconded by Butch Lucas. After some discussion, Article 10 passed by hand vote.

**ARTICLE 11:** Moderator Derby read the Article: To transact any other business that may legally come before this Meeting.

- Butch Lucas proposed the following: To see if the District will vote to change the water and sewer billing to twice annually with the water billing being the first and

Bethlehem Village District  
Annual Meeting Minutes  
March 13, 2015

- third quarters and the sewer billing being the second and fourth quarters. With a 10% discount to pay by a date set by the Commissioners. The attending Village District residents agreed with the suggestion.
- Commissioner Robie read a “Service Shut Off” letter proposed to be sent out to drastically delinquent customers. The attending Village District residents agreed with the proposed letter.
- Commissioner Brown reminded the attendees to return their Income Survey if they receive one.

There being no further discussion, Moderator Derby announced the polls closed at 8:54 pm; the Supervisors of the Checklist tabulated the ballots for **Article 7**, the results were as follows:

YES: 31 NO: 0

**ARTICLE 7** passed unanimously

There being no further discussion, Pat Doughty moved to adjourn the meeting. Seconded by Butch Lucas, the motion passed by a voice vote.

The meeting adjourned at 8:55 PM.

Respectfully submitted,

Lana J. Tibbetts

Lana J. Tibbetts  
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 Eleventh day of March, in the year Two Thousand and Sixteen, 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 Eight Hundred Five Thousand Five Hundred Twenty Seven Dollars (\$805,527.00) 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 add to the Capital Reserve Fund established under the provisions of RSA 35:1, known as the Pickup Fund.

**ARTICLE 9.** To see if the District will vote to raise and appropriate the sum of Seven Thousand Five Hundred Dollars (\$7,500) to add to the Capital Reserve Fund established under the provisions of RSA 35:1, known as the Water Intake Repairs and Upgrades.

**ARTICLE 10.** Shall the Bethlehem Village District vote, pursuant to RSA 35:9-a,II to authorize the Trustees of the Trust Funds, without further action of Village District meeting, to charge any expenses incurred for professional banking or brokerage assistance for capital reserve funds in their custody as authorized in RSA Chapter 35, against the capital reserve funds involved, such authority to remain in effect until rescinded by vote of the Village District meeting, which said vote to rescind such

authority shall not occur within 5 years of the adoption of this article? (Majority vote required)

**ARTICLE 11.** 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

<b>SOURCES OF REVENUE</b>	<b>Estimated 2015</b>	<b>Actual 2015</b>	<b>Estimated 2016</b>
From State & Federal Governments:			
Shared Revenue	\$ 0.00	\$ 0.00	\$ 0.00
USDA Rural Development Grant	1,265,114.00	0.00	0.00
Water Pollution Grants	18,595.00	18,595.00	18,595.00
Charges For Services:			
Income from Departments	791,504.00	531,925.00	721,043.00
Miscellaneous Revenues:			
Insurance Claims	0.00	0.00	0.00
Interest on Accounts	180.00	207.00	230.00
Sale of District Property	24,500.00	14,000.00	0.00
Misc Income	2,513.00	3,352.00	0.00
Proceeds Long-Term Notes/Bonds	0.00	0.00	0.00
Interfund Operating Transfers In:			
From H2O Maint. Fund	0.00	21,104.00	0.00
Village Dist. Pick-Up Truck Fund	30,500.00	30,500.00	0.00
Proceeds from Long-term Debt	2,500,000.00	41,172.00	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	\$4,632,906.00	\$660,855.00	\$739,868.00



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

<b>Purposes Of Expenditures</b>	<b>Warrant Article Number</b>	<b>Appro. 2015</b>	<b>Expend. 2015</b>	<b>Appro. 2016</b>
General Government:				
Executive	7	\$ 7,508.00	\$ 7,458.00	\$ 7,508.00
Financial Administration	7	19,560.00	24,177.00	25,045.00
Legal Expenses	7	667.00	155.00	667.00
Insurance-PLT	7	374.00	367.00	404.00
Audit	7	3,500.00	3,500.00	3,734.00
Highways and Streets:				
Streets & Sidewalks	7	43,768.00	20,216.00	43,881.00
Sanitation:				
Sewerage Treatment	7	154,762.00	123,212.00	154,056.00
Sewerage Services	7	71,127.00	55,702.00	83,724.00
Sewer New Construction	7	50,000.00	57,357.00	60,000.00
Water Distribution & Treatment:				
Water Services	7	201,005.00	172,421.00	206,725.00
Water Treatment	7	109,356.00	90,871.00	107,801.00
Water New Construction	7	50,000.00	34,454.00	50,000.00
Debt Service:				
Principal Long-Term				
Bonds & Notes	7	46,897.00	46,043.00	48,649.00
Interest Long-Term				
Bonds & Notes	7	15,085.00	15,939.00	13,333.00
Capital Project		3,872,114.00	41,172.00	0.00
Vehicle Purchase		55,000.00	47,245.00	0.00
Operating Transfers Out:				
To Capital Reserve Fund				
- Pick-Up	8	0.00	0.00	8,000.00
- Water Intake	9	<u>7,500.00</u>	<u>7,500.00</u>	<u>7,500.00</u>
Total Appropriations Recommended		\$ 4,708,223.00	\$ 747,789.00	\$821,027.00

## APPROPRIATIONS AND EXPENDITURES

	Approp.	Expend.	Balance & Overdraft*
General Fund:			
Executive	\$ 7,508.00	\$ 7,458.00	\$ 50.00
Financial Administration	19,560.00	24,177.00	(4,617.00)
Legal Expenses	667.00	155.00	512.00
Insurance-PLT	374.00	367.00	7.00
Audit	3,500.00	3,500.00	0.00
Streets & Sidewalks	<u>43,768.00</u>	<u>20,216.00</u>	<u>23,552.00</u>
Total General Fund	75,377.00	55,873.00	19,504.00
Sewer Fund:			
Sewerage Treatment Plant	154,762.00	123,212.00	31,550.00
Sewerage Department Expenses	71,127.00	55,702.00	15,425.00
New Construction	50,000.00	57,357.00	(7,357.00)
Principal-Long Term Debt	0.00	0.00	0.00
Interest-Long Term Debt	0.00	0.00	0.00
Truck Purchase	13,750.00	13,507.00	243.00
Capital Reserve Fund (Pick-Up)	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Sewer Fund	289,639.00	249,778.00	39,861.00
Water Fund:			
Water Treatment Plant	91,638.00	70,039.00	21,599.00
Water Department Expenses	218,723.00	193,253.00	25,470.00
New Construction	50,000.00	34,454.00	15,546.00
Principal-Long Term Debt	46,897.00	46,043.00	854.00
Interest-Long Term Debt	15,085.00	15,939.00	(854.00)
Truck Purchase	41,250.00	33,739.00	7,511.00
Capital Reserve Fund (Water Intake)	7,500.00	7,500.00	0.00
Capital Reserve Fund (Pick-Up)	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Water Fund	471,093.00	400,967.00	70,126.00
Capital Project	3,872,114.00	41,172.00	3,830,942.00
<b>Total All Funds</b>	<b>\$4,708,223.00</b>	<b>\$747,790.00</b>	<b>\$3,960,433.00</b>

## STATEMENT OF RECEIPTS

Current Revenue:	
Property Taxes	\$75,996.00
Interest on Accounts (less bank charges & fees)	207.00
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	289,628.00
Water Charges Interest and Fees	9,187.00
Water Connect Fees	0.00
Water Miscellaneous	3,352.00
Sewer Users Charges	227,783.00
Sewer Rent Interest and Fees	5,327.00
Sewer Connect Fees	0.00
Sewer Miscellaneous	0.00
Sale of District Property	14,000.00
Transfer from Pick Up Fund	30,500.00
Long-term Debt	41,172.00
Transfer from Water Intake CRF	21,104.00
Total Current Revenue	736,851.00

## DETAILED STATEMENT OF PAYMENTS

### GENERAL FUND

1. Executive		
Appropriations		\$ 7,508.00
Expenditures		
Salaries	\$ 6,928.00	
FICA/MEDI	<u>530.00</u>	<u>7,458.00</u>
Balance		50.00
Financial Administration		
Appropriations		19,560.00
Expenditures		
Bank Fees	10.00	
Office Equipment	0.00	
Officers' Expenses	7,890.00	
Office Supplies	862.00	
Telephone	133.00	
Education & Travel	0.00	
Dues, Subscriptions, Ads and Notices	1,438.00	
Misc	17.00	
Salary	12,533.00	
Health Insurance	0.00	
FICA/MEDI	959.00	
Unemployment	140.00	
Workers Comp	195.00	<u>24,177.00</u>
Balance		(4,617.00)
3. Legal Expenses		
Appropriations		667.00
Expenditures		<u>156.00</u>
Balance		512.00
4. Insurance-PLT		
Appropriation		374.00
Expenditures		<u>367.00</u>
Balance		7.00
5. CPA Audit		
Appropriations		3,500.00
Expenditures		<u>3,500.00</u>

No Balance	0.00
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6. Streets & Sidewalks		
Appropriations		43,768.00
Expenditures		
Sidewalk Maintenance	18,095.00	
Sidewalk Salary	1,970.00	
Sidewalk FICA/MEDI	<u>151.00</u>	<u>20,216.00</u>
Balance		23,552.00
Total General Fund		
Appropriations		\$75,377.00
Expenditures		<u>55,874.00</u>
Balance		\$19,503.00

#### SEWER FUND

1. Wastewater Treatment Plant		
Appropriations		\$154,762.00
Expenditures		
Lab Supplies	\$4,508.00	
Operational Contract	44,112.00	
Waste Management	410.00	
Electricity	21,680.00	
Fuel Oil & Maintenance	6,311.00	
Boiler Inspection	0.00	
Cleaning Supplies	317.00	
Alarm System Test/Calibration	175.00	
Scott Air/Fire Extinguishing	648.00	
General Maintenance	4,648.00	
Lagoon/Sewer Upgrade	22,636.00	
Chlorine	4,297.00	
Dam Registration	750.00	
Ground Water Permitting	3,966.00	
Operator Expenses	474.00	
Sludge Removal	0.00	
Outside Testing	1,403.00	
Access Road	0.00	
Rental/Expenses	<u>6,876.00</u>	<u>123,211.00</u>
Balance		31,551.00

## 2. Sewer Department Expenses

Appropriations		71,127.00
Expenditures		
Salaries	24,964.00	
FICA/MEDI	1,910.00	
Education & Travel	0.00	
Workers Compensation	357.00	
Health Insurance	4,903.00	
Unemployment Compensation	258.00	
Legal	156.00	
Audit	3,500.00	
Property Liability	1,377.00	
Sewer Line Install, Maintenance & Repair	0.00	
Vehicle Maintenance & Repair	870.00	
Equipment Rental	0.00	
Gasoline	766.00	
Engineering	0.00	
Supplies	1,533.00	
Machinery & Equipment Repair	293.00	
Refunds & Reimbursements	0.00	
Sewer Maintenance	12,415.00	
Safety Clothing & Equipment	347.00	
Miscellaneous Expenses	928.00	
Electricity Pump Station	246.00	
Communications Expenses	<u>879.00</u>	<u>55,702.00</u>

Balance		15,425.00
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## 3. New Construction

Appropriations	50,000.00
Expenditures	<u>57,357.00</u>

Balance	(7,357.00)
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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. Interest - Long Term Debt

Appropriations	0.00
Expenditures	<u>0.00</u>

No Balance	0.00
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6. Truck Purchase	
Appropriations	13,750.00
Expenditures	<u>13,506.00</u>
Balance	244.00
7. Expendable Trust Fund	
Appropriations	0.00
Expenditures	<u>0.00</u>
No Balance	0.00
Total Sewer Fund	
Appropriations	\$289,639.00
Expenditures	<u>249,776.00</u>
Balance	\$ 39,863.00

#### WATER FUND

1. Water Department Expenses	
Appropriations	\$218,723.00
Expenditures	
Salaries	\$57,022.00
FICA/MEDI	4,362.00
Workers Compensation	643.00
Unemployment Compensation	672.00
Health Insurance	14,708.00
Auditing	3,500.00
Insurance PLT	2,847.00
Legal	156.00
Engineering Services	66.00
Waterline Install/Main/Repair	0.00
Vehicle Maintenance & Repair	3,035.00
Gasoline	2,297.00
Communications Expense	2,547.00
Supplies	5,603.00
Water Testing	0.00
Machinery & Equipment Repair	2,583.00
Water Stock On Hand	14.00
Refunds & Reimbursements	0.00
General Maintenance	88,968.00
Education & Travel	95.00
Safety Clothing & Equipment	1,042.00
Rental	0.00
Miller's Run Problem	0.00
Gale River Line Maint	1,446.00

Miscellaneous Expense	<u>1,648.00</u>	<u>193,254.00</u>
Balance		25,469.00
2. Water Treatment Plant		
Appropriations		91,638.00
Expenditures		
Equipment Repair	759.00	
Electricity	5,044.00	
Fuel (Propane)	12,639.00	
Chemicals	5,338.00	
Supplies	190.00	
Water Testing	3,987.00	
Telephone	1,141.00	
General Maintenance	9,302.00	
Engineering	9,331.00	
Operator Expenses	370.00	
Operator Contract	21,938.00	
Sand at Filter Plant	0.00	
Outside Labor	<u>0.00</u>	<u>70,039.00</u>
Balance		21,599.00
3. New Construction		
Appropriations		50,000.00
Expenditures		<u>34,454.00</u>
Balance		15,546.00
4. Principal - Long Term Debt		
Appropriations		46,897.00
Expenditures		<u>46,043.00</u>
Balance		854.00
5. Interest - Long Term Debt		
Appropriations		15,085.00
Expenditures		<u>15,939.00</u>
Overdraft		(854.00)
6. Truck Purchase		
Appropriations		41,250.00
Expenditures		<u>33,739.00</u>
Balance		7,511.00
7. Capital Reserve Intake		



Appropriations	7,500.00
Expenditures	<u>7,500.00</u>
No Balance	0.00
Total Water Fund	
Appropriations	\$471,093.00
Expenditures	<u>400,968.00</u>
Balance	\$ 70,125.00
GRAND TOTAL ALL FUNDS	
Appropriations	\$836,109.00
Expenditures	<u>706,618.00</u>
Balance	\$129,491.00

# **WATER PROJECT – STATEMENT OF INDEBTEDNESS**

## **Union Bank**

<b>01/01/2015 Loan Balance</b>	<b>Principal Payment</b>	<b>Interest Payment</b>	<b>Total Payment</b>	<b>12/31/2015 Loan Balance</b>
\$419,240.61	\$46,043.37	\$15,938.63	\$61,982.00	\$373,197.24

# **SEWER PROJECT – PHASE III**

January 1, 2015 Balance	\$ 67,627.38
Withdrawals	0.00
Income Earned and Reinvested	<u>135.37</u>
December 31, 2015 Balance	\$ 67,762.75

# **WATER PROJECT**

January 1, 2015 Balance	\$ 0.00
Deposits	41,671.68.00
Withdrawals	41,171.68.00
Income Earned and Reinvested	<u>0.00</u>
December 31, 2015 Balance	\$ 500.00

**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
Town Treasurer .....	869-3351 x 12
Direct Assistance .....	869-3351 x 11
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

**Government – Websites**

Town of Bethlehem .....	<a href="http://www.bethlehemnh.org">www.bethlehemnh.org</a>
Bethlehem Public Library.....	<a href="http://www.bethlehemlibrary.org">www.bethlehemlibrary.org</a>
Bethlehem Country Club .....	<a href="http://www.bethlehemccnhgolf.com">www.bethlehemccnhgolf.com</a>
Bethlehem Recreation Department .....	<a href="http://www.bethlehemrecreation.com">www.bethlehemrecreation.com</a>
Bethlehem Visitor Center .....	<a href="http://www.bethlehemwhitemtns.com">www.bethlehemwhitemtns.com</a>

**Government – Email Addresses**

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

**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 2<sup>nd</sup> and 4<sup>th</sup> Wednesday Evenings, as needed  
Zoning Meetings Thursday Evenings, as needed

**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](http://www.bethlehemnh.org)