



# Town of Hopkinton, NH

Office of Select Board • 330 Main Street • Hopkinton, NH 03229-2627  
Telephone: (603) 746-3170 E-mail: selectmen@hopkinton-nh.gov  
Fax: (603) 746-2952 Web Address: www.hopkinton-nh.gov

**SELECT BOARD  
PUBLIC MEETING AGENDA  
MONDAY FEBRUARY 6, 2017 – 5:30 PM  
HOPKINTON TOWN HALL**

- I. CALL TO ORDER**
  - i. Pledge of Allegiance
- II. POINTS OF PRIDE**
- III. ADMINISTRATIVE**
  - i. Approval of Consent Agenda *Action Required (02)*
  - ii. Approval of the Public Meeting Minutes January 23, 2017 *Action Required (03)*
- IV. APPOINTMENTS**
  - i. 5:30 Chuck Gangel, Town Clerk/Tax Collector-Nonpublic RSA 91-A:3 II(b) **(04)**
  - ii. 6:00 Cameron Ford RE: Veteran's Tax Credit Expansion **(10)**
- V. OLD BUSINESS**
  - i. Approval and Vote on 2017 Town Meeting Warrant **(05)**
  - ii. Park Avenue Field Sign Proposal **(06)**
- VI. NEW BUSINESS**
  - i. Public Budget Hearing Wednesday **(07)**
  - ii. Dilapidated Building **(08)**
  - iii. Ordinance Updates **(09)**
- VII. ADMINISTRATOR UPDATES**

Evaluations	Fair Board Meeting Update
Hazard Mitigation Plan	
- VIII. PUBLIC FORUM**
- IX. OTHER**
- X. NONPUBLIC SESSION**
  - i. RSA 91-A:3 II (d)
- XI. ADJOURNMENT**

**Next Meeting: Tuesday, February 21, 2017, 5:30 p.m.**

The Select Board may enter into Non Public Session, if so voted, under the Terms and Conditions of RSA 91-A:3 II a-e  
All items on this agenda are subject to change without notice.



# Town of Hopkinton, NH

## Office of the Select Board

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### SELECT BOARD PUBLIC MEETING MINUTES MONDAY, JANUARY 23, 2017

#### CALL TO ORDER

Select Board Chair Jim O'Brien called this regular meeting of the Select Board to order at 5:30 p.m. on Monday, January 23, 2017, in the large meeting room in the Town Hall. Mr. O'Brien introduced the members of the Board. Police Chief Steve Pecora led those assembled in the Pledge of Allegiance.

**Members Present:** Jim O'Brien-Chair, Ken Traum-Vice Chair, Sue B. Strickford, Steve Lux, Jr., and Bob Gerseny

**Staff Present:** Steve Pecora (Police Chief), Paula Simpkins (Recreation Director), and Neal Cass (Town Administrator)

#### POINTS OF PRIDE

Mr. Cass shared that recently it was noted what a great job the Transfer Station staff does at monitoring and recording their fire extinguisher status. He said that this is typical of the staff there. They do a great job at all times and don't always have an easy job working in all types of weather and dealing with many types of materials. Kudos go to them for the great work that they do.

Mr. O'Brien noted that the Highway crew has been out almost every morning early salting the roads and have been doing a great job. He also thanked the firefighters who were involved in a very long and involved structure fire in Webster.

#### ADMINISTRATIVE

##### Consent Agenda

Board members reviewed documents for signature and approved unanimously (5-0) the Consent Agenda taking the following action on motion made by Mr. Traum and seconded by Mrs. Strickford:

<u>Item</u>	<u>Date</u>	<u>Action</u>	<u>Comment</u>
<b>BUILDING PERMITS</b>			
Map/Lot 244-002-000 544 E Penacook Rd	1/23/2017	Approved	Reno. Finished Basement/new bathrm
Map/Lot 265-031-001 Lower Straw Rd	1/23/2017	Approved	4 Bedroom Single Family Residence
Map/Lot 228-050-000 46 Stonybrook Ln	1/23/2017	Approved	16 x 16 attached sunroom
<b>TRANSFER OF FUNDS</b>			
From Sewer Fund to General Fund	1/23/2017	Approved	Reimbursement - \$1,785.57

# **CHAPTER 41**

## **CHOICE AND DUTIES OF TOWN OFFICERS**

### **Town Clerk**

**41:18 Deputy Town Clerk.** – Each town may have a deputy town clerk who shall be qualified in the same manner as the town clerk and who shall perform all the duties of the town clerk in case of his or her absence by sickness, resignation, or otherwise subject to the provisions of RSA 669:65. A deputy town clerk appointed hereunder shall be appointed by the elected town clerk with the approval of the selectmen.

**Source.** 1899, 90:1. PL 47:3. RL 59:3. RSA 41:18. 1991, 71:1. 2000, 308:1. 2002, 97:1, eff. July 2, 2002.

### **Collectors of Taxes**

**41:38 Deputy; Temporary Incapacity of Tax Collector.** –

I. The tax collector shall appoint a deputy, with the approval of the selectmen, who shall be sworn, give bond, have the powers of tax collectors and may be removed at the pleasure of the tax collector. The deputy shall perform such duties as are assigned to him by the tax collector.

II. Provided, however, if the tax collector is temporarily incapacitated before completing the collection of the taxes committed to him, or if any necessity may arise for such action, the deputy tax collector shall serve during such incapacity. Said deputy shall possess the powers, perform the duties and be paid as the selectmen or town meeting shall decide.

**Source.** RS 45:19. CS 48:19. GS 54:19. GL 58:19. PS 60:20. 1925, 61:1. PL 66:41. RL 80:42. 1945, 7:2. RSA 41:38. 1979, 376:14. 1983, 30:1, eff. July 11, 1983.

### **Town Clerk-Town Tax Collector Combined**

**41:45-a Approval by Town.** –

I. At any annual town meeting under an article in the warrant placed there by petition, the voters may, whether or not the terms of office for town clerk and tax collector for said town are coterminous, vote, by ballot, to determine if they are in favor of having the office of town clerk combined with the office of tax collector, thereby creating a new office of town clerk-tax collector to be held by one individual. If the town has adopted an official ballot for election of its officers the town clerk shall insert the question relative to this matter on said official ballot, or if the town does not have an official ballot the town clerk shall prepare a special ballot for the same purpose. If a majority of those persons voting on the question vote in favor of creating the combined office of town clerk-tax collector, at the next annual meeting, occurring after the vote of approval, the town shall choose by ballot one individual as town clerk-tax collector, and such individual shall serve for a term of one year, or a term of 3 years as the petition may set forth. The term of any individual then in office as town clerk or tax collector shall cease and the newly elected town clerk-tax collector shall take office.

II. At any annual town meeting held at least 2 years after the office of town clerk-tax collector has been created, under an article in the warrant, the voters may vote, by ballot, to determine if they are in favor of continuing the combined office. If a majority of those voting on the question do not vote in favor of continuing such combined office, at the next annual meeting, in which an election for town clerk-tax collector is to be held the voters shall choose one individual as town clerk and another individual as town tax collector.

**Source.** 1969, 450:1. 1973, 396:1. 1993, 68:4, eff. June 22, 1993.



<u>Item</u>	<u>Date</u>	<u>Action</u>	<u>Comment</u>
<b>ACCOUNTS PAYABLE</b>			
AP Manifest	1/17/2017	Approved	\$43,390.86 - Checks- 57141 to 57191
AP Manifest	1/23/2017	Approved	\$185,518.50 - Checks-57192 to 57237
<b>PAYROLL</b>			
Payroll Manifest PPE:1/21/2017	1/23/2017	Approved	Checks 32128 to 32142 - \$10,261.78 Direct Deposit - \$61,170.46 TOTAL=\$71,432.24
<b>INTENT TO CUT</b>			
Map/Lot 103-016-000-Little Tooky Rd	1/18/2017	Approved	
Map/Lot 210-003-000-Maple Street	12/28/2016	Approved	
Map/Lot 202-006-000 Camp Merrimac Rd	1/6/2017	Approved	
Map/Lot 221-044-000 Pine Street & Boundtree Road	1/16/2017	Approved	
<b>CERTIFICATION OF YIELD TAX ASSESSED</b>			
Map/Lot 221-018-000	1/23/2017	Approved	\$3,400.78
Map/Lot 250-030-000	1/23/2017	Approved	\$989.59
<b>OTHER</b>			
Contract to Log Town Forest	1/18/2017	Approved	Hopkinton Forestry- 103-016-000
Contract to Log Town Forest	1/18/2017	Approved	Robert E. Lee - 221-044-000
Veteran's Exemption 264-004-000	1/17/2017	Approved	
Veteran's Exemption 245-050-000	1/4/2017	Approved	
Original Warrant-Yield Tax Levy	1/23/2017	Approved	250-030-000: \$3,400.78 221-018-000: \$989.59
Forestry Notification Form	1/23/2017	Approved	Town Forest 103-010-000

### **Approval of Minutes:**

The Board reviewed the Select Board Meeting Minutes of Monday, January 9, 2017. Mr. Traum made a motion, seconded by Mr. Gerseny, to approve the Public Meeting Minutes of January 9, 2017 with minor amendments. Chair O'Brien called for a vote.

**VOTE:** O'Brien, Traum, Strickford, Lux and Gerseny voting in favor of the motion; no votes against. MOTION APPROVED 5-0.

### **REVIEW AND APPROVAL OF HAZARD MITIGATION PLAN**

Police Chief and Emergency Management Director Steve Pecora shared with the Board that many people were involved in updating the Hazard Mitigation Plan which is very extensive. Meetings were held regularly for a seven month period with much of the work being done by smaller groups between whole group meetings. Prompted by a question from Mr. Gerseny it was noted that public safety personnel are well aware of where potential hazards exist. The Board has previously appointed a Hazard Mitigation Committee which will meet quarterly to review any issues and keep the plan up to date.

Mr. Traum moved and Mr. Lux seconded a motion to adopt the following resolution officially adopting the Hopkinton Hazard Mitigation Plan Update 2017:

*WHEREAS, the Town of Hopkinton, New Hampshire has historically experienced severe damage from natural hazards and it continues to be vulnerable to the effects of the hazards profiled in the **Hazard Mitigation Plan Update 2017** including but not limited to flooding, high wind events, severe winter weather, and fire, resulting in loss of property and life, economic hardship, and threats to public health and safety; and*

*WHEREAS, the Town of Hopkinton has developed and received conditional approval from the Federal Emergency Management Agency (FEMA) for its **Hazard Mitigation Plan Update 2017** under the requirements of 44 CRF 201.6; and*

*WHEREAS, public and Committee meetings were held between September 2015 to April 2016 regarding the development and review of the **Hazard Mitigation Plan Update 2017**; and*

*WHEREAS, the **Plan** specifically addresses hazard mitigation strategies, and **Plan** maintenance procedures for the Town of Hopkinton; and*

*WHEREAS, the **Plan** recommends several hazard mitigation actions (projects) that will provide mitigation for specific natural hazards that impact the Town of Hopkinton with the effect of protecting people and property from loss associated with those hazards; and*

*WHEREAS,*  
*Adoption of the **Plan** will make the Town of Hopkinton eligible for funding to alleviate the effects of future hazards;*

**Now therefore be it RESOLVED by the Town of Hopkinton Select Board:**

*The **Hazard Mitigation Plan update 2017** is hereby adopted as an official plan of the Town of Hopkinton; The respective officials identified in the mitigation action plan of the **Plan** are hereby directed to pursue implementation of the recommended actions assigned to them;*

*Future revisions and **Plan** maintenance required by 44 CRF 201.6 and FEMA are hereby adopted as a part of this resolution for a period of five (5) years from the date of this resolution; and*

*An annual report on the progress of the implementation elements of the **Plan** shall be presented to the Select Board by the Emergency Management Director or designee.*

There being no further discussion, Chair O'Brien called for the vote.

**VOTE:** O'Brien, Traum, Strickford, Lux, and Gerseny voted in favor, none opposed and the Chair declared the resolution to have been adopted unanimously (5–0).

## **YEAR-END FINANCIAL REVIEW**

Mr. Cass reviewed the year-end financial numbers with the Board. He noted that the numbers are unaudited at this point and that expenses were just \$24,000 below the budgeted amount. He credited the Department Heads for doing such a great job in managing their budgets. Revenue was substantially above the anticipated amount. It is estimated at this time that about \$200,000 will be added to the Unreserved Fund Balance.

### **BUDGET COMMITTEE UPDATE**

Mr. Traum updated the Board on the work of the Budget Committee. Both the Town and the Contoocook Village Precinct have proposed no increase in their share of the tax rate for 2017. The Hopkinton Village Precinct has not yet presented their budget. The Hopkinton School District has presented a plan calling for a \$1.02 per thousand increase in the tax rate. A majority of the Budget Committee would like the increase to be half the proposal and some members prefer the increase to be about \$ 0.70 per thousand. The Budget Committee meets this week to continue working with the School District.

### **REVIEW OF DRAFT TOWN MEETING WARRANT**

Mr. Cass walked the Board through the draft of the Town Meeting Warrant. There were no changes suggested at this time. The Board will vote on each article at the next Select Board meeting.

### **PROPOSED DOG PARK AT HOUSTON PARK**

Recreation Director Paula Simpkins and Boy Scout Eagle Candidate Cooper Otis presented to the Board a plan to construct a dog park at Houston Park with a section for small dogs and a section for larger dogs. Mr. Otis has been working with Mrs. Simpkins and Superintendent of Buildings and Grounds Greg Roberts on this plan. Jill Crane owner of Paws on Pine has offered to help with the project. The proposal is for fundraising to be done jointly, but Mr. Otis will be responsible for the small dog area which will be a 30ft X 60ft fenced in area with a cost of \$2,400. The first \$2,400 raised will go to this project. The section for large dogs will cost about \$7,000. Mrs. Simpkins noted the great job Mr. Otis has been doing and she is very proud of his work. Mrs. Crane was also thanked for her efforts. It was noted that the cost of the park will not come from town funds.

Mr. Traum made a motion, seconded by Mr. Gerseny to approve the proposal from the Recreation Department and Cooper Otis to install a dog park at Houston Park. Further, the Board authorizes fundraising within Town policy to raise funds for the dog park. There being no further discussion, Chair O'Brien called for the vote.

**VOTE:** O'Brien, Traum, Strickford, Lux and Gerseny voting in favor of the motion; no votes against; MOTION APPROVED 5-0.

### **PARK AVENUE FIELD SIGN PROPOSAL**

Recreation Director Paula Simpkins presented a proposal to erect a sign at Park Avenue Field and to solicit a sponsor to sponsor the field. She noted that the Highway Department did a great job improving the area and it is hoped that the field will be used more. The proposal was to name the field after the sponsor for a period of three years. There was concern about the name of the field changing so it was decided that the field name would be on the sign with an additional sign hanging below with the name of the sponsor of the field. It was noted that the best way to do this would be for sponsors to bid on the opportunity. The "Welcome to Contoocook" sign should be moved slightly to provide room for the new sign in a logical location. Further details will be brought back to the next Select Board meeting for approval.

### **OTHER RECREATION DEPARTMENT ITEMS**

Responding to a question from Mr. Traum, Mrs. Simpkins and Mr. Cass updated the Board on the status of high school football using Town fields. Further information is being gathered now and information will be brought to the Board at a later date.

Mr. O'Brien thanked Mrs. Simpkins for her great work to assure that there is skating at Kimball Lake Cabins. This has been a very popular activity.

Mr. Gerseny left the meeting.

### **PUBLIC FORUM**

Janet Krzyzaniak said she was concerned about the dog waste at the proposed dog park.

### **TOWN ADMINISTRATOR UPDATES**

Mr. Cass noted that staff is working hard on year end activities and preparing for Town Meeting. The audit will take place during the first week in March.

### **OTHER**

Mr. Traum requested that the Town review the health plan being offered by the School District to see if this would benefit the Town.

Mr. Lux said that some of the roads in town have names that can be confusing. The Board requested that staff review roads names and come back to the Board with recommendations.

### **ADJOURNMENT**

There being no further business, motion by Mrs. Strickford, seconded by Mr. Lux to adjourn the meeting. Vote 4-0 in favor of the motion. The meeting adjourned at 7:08 p.m.

Respectfully submitted,  
Neal A. Cass, Town Administrator

# Town of Hopkinton New Hampshire Warrant and Budget 2017

To the inhabitants of the TOWN OF HOPKINTON in the county of Merrimack in the state of New Hampshire qualified to vote in town affairs are hereby notified and warned of the Annual Town Meeting will be held as follows:

**BALLOT VOTING:** You are hereby notified to meet at the Hopkinton Middle/High School Gymnasium, 297 Park Avenue, Contoocook, on Tuesday, March 14, 2017, beginning at 7:00 a.m. to act on Articles 1 and 2.

**The polls will be open from 7:00 a.m. to 7:00 p.m.**

**DELIBERATIVE (DISCUSSION) MEETING:** You are hereby notified to meet at the Hopkinton Middle/High School Gymnasium, 297 Park Avenue, Contoocook, on Saturday, March 18, 2017, at 9:00 a.m. to act upon Articles 3 to 11.

## **Article 1: Election of Officers**

To choose all necessary town officers by ballot and majority vote for the ensuing year as enumerated:

2 Select Board Members	3 Year Term
1 Town Treasurer	3 Year Term
2 Budget Committee Members	3 Year Term
2 Library Trustees	3 Year Term
1 Cemetery Trustee	3 Year Term
1 Trustee of Trust Funds	3 Year Term

## **Article 2: Zoning Amendments**

To see what action the town will take with respect to the following proposed amendments to the Hopkinton Zoning Ordinance by ballot vote upon the following questions:

1. *Are you in favor of the adoption of **Amendment No. 1** as proposed by the Planning Board for the Town Zoning Ordinance as follows:*

Re-adopt Section XIII Growth Management and Innovative Land Use Control Ordinance for an additional five (5) years. The re-adoption includes updated statistical data as reported in subsection 13.3, utilizing the 2010 decennial Census, and other local, regional and state resources. Amendment is to allow the Planning Board to continue to monitor, evaluate and establish a temporary mechanism, when municipal services are strained, to reduce the rate residential growth.

**Yes**                          **No**

2. *Are you in favor of the adoption of **Amendment No. 2** as proposed by the Planning Board for the Town Zoning Ordinance as follows:*

Amend Section III Establishment of Districts and Uses by inserting 3.6.H.19 Accessory Dwelling Unit and 3.12 Accessory Dwelling Unit. Permitting one attached accessory dwelling unit in all zoning districts that allow single-family detached units, subject to compliance with standards outlined in new 3.12, which also outlines the authority, purpose, and definition. Amendment is to bring the Town's ordinance into compliance with recently adopted statute RSA 674: 71-73.

**Yes**  **No**

3. *Are you in favor of the adoption of **Amendment No. 3** as proposed by the Planning Board for the Town Zoning Ordinance as follows:*

Amend Section III, 3.6.D.2 Farming, including dairying, livestock, animal and poultry raising, and crop production, including customary accessory structures and uses by permitting the use in the R-2 (Medium Density Residential) district, rather than requiring a Special Exception. Amendment is to provide continuity in the Ordinance when establishing agricultural and farming uses. Both uses will be permitted in the R-2 district.

**Yes**  **No**

4. *Are you in favor of the adoption of **Amendment No. 4** as proposed by the Planning Board for the Town Zoning Ordinance as follows:*

Amend the Zoning Map of the Town of Hopkinton, New Hampshire by rezoning from R-2 (Medium Density Residential) to M-1 (Industrial) three (3) parcels of land comprising of approximately 28.21 acres, located as follows: 554 Maple Street, shown on Tax Map 227 as Lot 4, 633 Maple Street, shown on Tax Map 227 as Lot 44, and 25 Dolly Road, shown on Tax Map 227 as Lot 45. The three (3) parcels, with buildings, that are being used for commercial or industrial purposes are presently partially zoned R-2 (Medium Density Residential). Amendment is to correctly zone the parcels according to their uses, M-1 (Industrial).

**Yes**  **No**

5. *Are you in favor of the adoption of **Amendment No. 5** as proposed by the Planning Board for the Town Zoning Ordinance as follows:*

Amend the Zoning Map of the Town of Hopkinton, New Hampshire by rezoning from R-2 (Medium Density Residential) to M-1 (Industrial) five (5) adjoining parcels of land comprising of approximately 16 acres, located on the West side of Maple Street, shown on Tax Map 227 as Lots 6, 40, 41, 42 and 43. The five (5) parcels, with buildings, abut or are across the street from property used for commercial or industrial purposes that is presently zoned M-1 (Industrial). Amendment will expand the uses allowed on these parcels to include industrial and limited commercial. Allowing commercial or industrial use of these parcels will contribute to Hopkinton's commercial/industrial tax base.

**Yes**  **No**

6. Are you in favor of the adoption of **Amendment No. 6** as proposed by the Planning Board for the Town Zoning Ordinance as follows:

Amend the Zoning Map of the Town of Hopkinton, New Hampshire by rezoning from R-3 (Low Density Residential) to M-1 (Industrial) two (2) parcels of land comprising of approximately 67.9 acres, and rezoning from R-4 (Residential/Agricultural) to M-1 (Industrial) three (3) parcels of land comprising of approximately 18.6 acres. All parcels are located near the Henniker/Hopkinton Town Line, along Maple Street (Route 127) or Route 202/9, shown on Tax Map 210 as Lot 3 and Tax Map 211 as Lot 7, 8 9 and 9.01. Amendment will expand the uses allowed on these parcels to include industrial and limited commercial. Allowing commercial or industrial use of these parcels will contribute to Hopkinton’s commercial/industrial tax base.

Yes                          No   

**Article 3: Operating Budget**

To see if the town will vote to raise and appropriate the Budget Committee recommended sum of \$ 6,990,096 for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately.

*(Majority vote required).*

*(The Select Board recommends this article (X-X)).*

*(The Budget Committee recommends this article (10-0)).*

**Article 4: Appropriation to Capital Reserve Funds**

To see if the town will vote to raise and appropriate the sum of \$487,000 to be added to previously established Capital Reserve Funds as follows:

New & Replacement Equip. & Vehicles for Public Works & Highway Dept.	\$ 200,000
Replacement & Equipping of Ambulance	75,000
Police and Fire Radio and Related Equipment Replacement	5,000
Fire Department Vehicle and Equipment Acquisitions	50,000
Transfer Station Equipment & Facilities	35,000
Library Replacement Building	10,000
Dam Maintenance and Construction	10,000
Sewer System Equipment and Sludge Removal	30,000
Renovations to the Town Hall	50,000
Revaluation of Property	<u>22,000</u>
<b>TOTAL</b>	<b>\$ 487,000</b>

*(Majority vote required).*

*(The Select Board recommends this article (X-X)).*

*(The Budget Committee recommends this article (10-0)).*

**Article 5: Appropriation to Expendable Trust Funds**

To see if the town will vote to raise and appropriate the sum of \$49,000 to be added to previously established General Trust Funds as follows:

Town Facilities Maintenance	\$ 30,000
Recreational Facilities Maintenance	7,000

Hopkinton Library Technology	5,000
Library Building Maintenance	<u>7,000</u>
<b>TOTAL</b>	<b>\$ 49,000</b>

*(Majority vote required).*

*(The Select Board recommends this article (X-X)).*

*(The Budget Committee recommends this article (10-0)).*

**Article 6: Digitalization of Town Records**

To see if the town will vote to raise and appropriate the sum of \$15,000 for the purpose of digitalizing town assessing and property records.

*(Majority vote required).*

*(The Select Board recommends this article (X-X)).*

*(The Budget Committee recommends this article (10-0)).*

**Article 7: Authorization to Expend from Pay-by-Bag Special Revenue Fund**

To see if the town will vote to raise and appropriate the sum of \$102,710 for the purpose of offsetting the cost of collection and disposal of residential solid waste and such other direct costs as budgeted annually, with said funds to come from the Pay-by-Bag Special Revenue Fund. No funds to be raised by taxation.

*(Majority vote required).*

*(The Select Board recommends this article (X-X)).*

*(The Budget Committee recommends this article (10-0)).*

**Article 8: Rescind Pay-by-Bag**

To see if the town will vote to rescind Article 19 as amended that was approved at the March 2010 Hopkinton Town Meeting. Passage of this new 2017 Warrant Article will end the so called "Pay by Bag" trash disposal program in its entirety. Cancellation of "Pay by Bag" will become effective on April 21, 2017.

*(By Petition).*

*(Majority vote required).*

*(The Select Board (does not) recommend this article (X-X)).*

**Article 9: Authorization to Expend from Senior Center Rental Special Revenue Fund**

To see if the town will vote to raise and appropriate the sum of \$2,227 for the purpose of offsetting operational and maintenance costs of the Slusser Senior Center with said funds to come from the Senior Center Rental Special Revenue Fund No Funds to be raised by taxation.

*(Majority vote required).*

*(The Select Board recommends this article (X-X)).*

*(The Budget Committee recommends this article (10-0)).*

**Article 10: Discontinue the Expansion of the Highway Garage Capital Reserve Fund**

To see if the town will vote to discontinue the Expansion of the Highway Garage Capital Reserve Fund created in 2010. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the town's general fund.

*(Majority vote required).*

*(The Select Board recommends this article (X-X)).*

**Article 11: Other Legal Business**

To transact any other business that may legally come before said meeting.



**Given under our hands and seal this 6th day of February, 2017,**

**We certify and attest that on or before February 27, 2017, a true and attested copy of the within Warrant will be posted at the place of meeting, and like copies at the Town Hall, the Bates Building, on the town website, and delivered the original to the Town Clerk/Tax Collector.**

\_\_\_\_\_  
**Jim O'Brien, Chair**

\_\_\_\_\_  
**Ken Traum, Vice Chair**

\_\_\_\_\_  
**Sue B. Strickford**

\_\_\_\_\_  
**Steve Lux, Jr.**

\_\_\_\_\_  
**Robert P. Gerseny**

*Select Board, Hopkinton, New Hampshire*

**Attest:**

\_\_\_\_\_  
**Jim O'Brien, Chair**

\_\_\_\_\_  
**Ken Traum, Vice Chair**

\_\_\_\_\_  
**Sue B. Strickford**

\_\_\_\_\_  
**Steve Lux, Jr.**

\_\_\_\_\_  
**Robert P. Gerseny**

*Select Board, Hopkinton, New Hampshire*



## Town of Hopkinton, NH

Recreation Department  
330 Main Street  
Hopkinton, NH 03229-2627

(603) 746-8263  
[recreation@hopkinton-nh.gov](mailto:recreation@hopkinton-nh.gov)

January 25, 2017

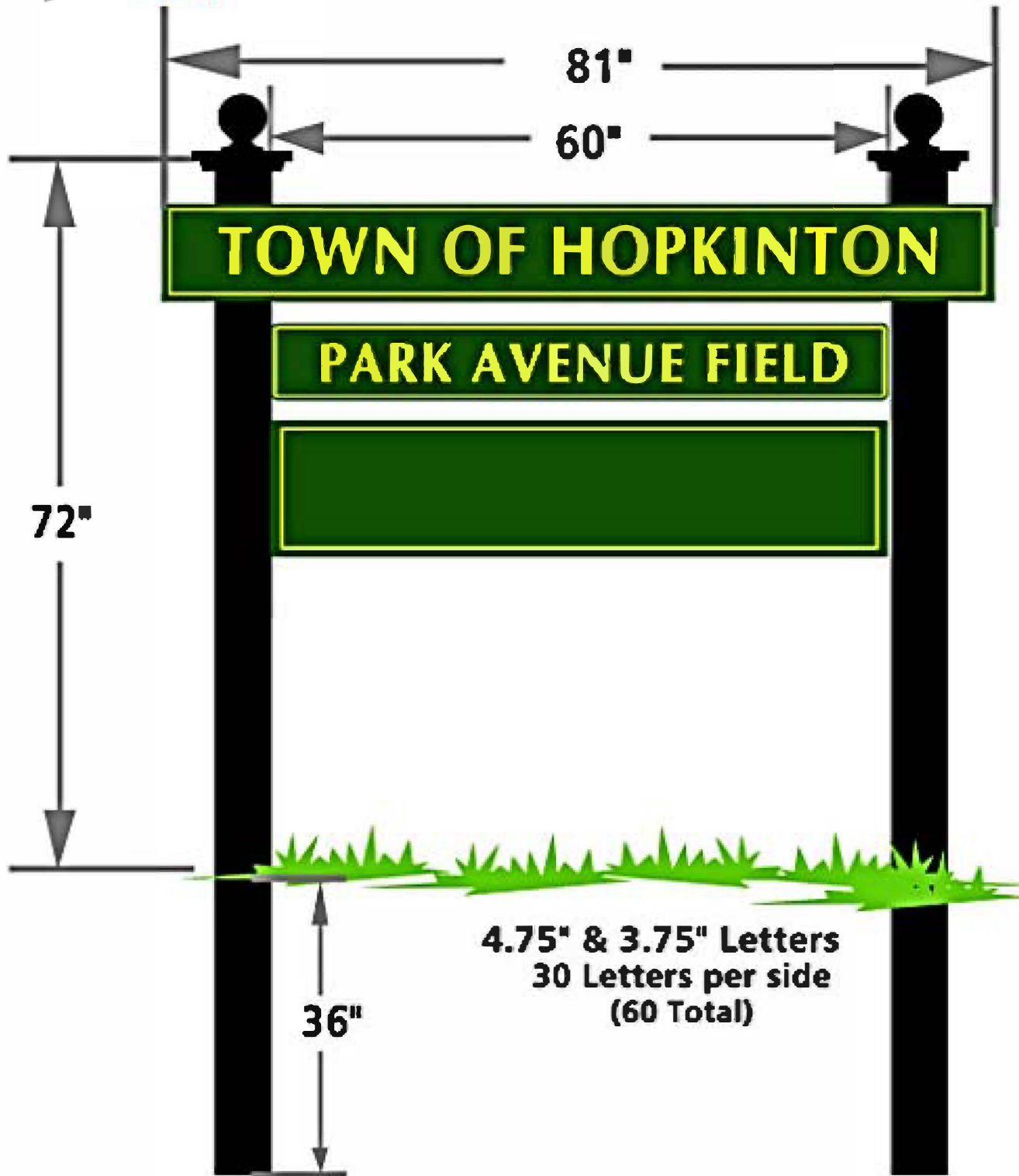
Dear Select Board,

The Recreation Department would like to have a sign made and installed at the Park Avenue baseball/multipurpose field located on Park Avenue next to the Odd Fellows. This sign would identify the location as the "Town of Hopkinton Park Avenue Field" and would also include a removable section of sign underneath that would display a sponsor area that would read "field sponsored by (company name)". We would like to seek out bids for field sponsorship (bids starting at \$1500) for a sponsorship lasting 3 years.

The Town would supply the sign at an approximate cost of \$800. The revenue from the sponsorship would specifically be used for the maintenance of the Park Avenue facility. The Buildings & Grounds Department would be responsible for the installation of the sign.

Thank you for your consideration of this proposal.

Paula Simpkins  
Recreation Director



**MATERIALS**

6 x 6" P.T. Posts.....	\$175
Western Red Cedar.....	\$350
Gold Leaf.....	\$275
Paint, Glue, & Hardware....	\$175

**LABOR**

Milling, Gluing, & Painting....	\$440
Carving.....	\$720
Gilding.....	\$600
Bracket work.....	\$75

\*Moving other sign would be extra

**INSTALL \$350\***

**TOTAL \$3160**

**Hopkinton Budget Committee**  
**Public Hearing on All Town Budgets**  
**Town and School**  
**Hopkinton and Contoocook Village Precincts**  
Wednesday, February 8, 2017  
Hopkinton Middle/High School Auditorium  
6:30 p.m.

1. Welcome Introduction of Process – Janet Krzyzaniak
2. Presentation of Town Operating Budget – Ken Traum
  - Questions from members of the audience
3. Presentation of School Budget - Bill Chapin
  - Questions from members of the audience
4. Presentation of Contoocook Village Precinct Budget – Don Houston
  - Questions from members of the audience
5. Presentation of Hopkinton Village Precinct Budget – John Wullenweber
  - Questions from members of the audience
6. Additional Public Comments on All Budgets
7. Adjournment of Public Hearing

After the adjournment of the Public Hearing the Budget Committee will meet. The Public is welcome to attend, but public comment will not be taken.

1. Deliberation by Budget Committee and signing of forms if no changes
2. Approval of Budget Committee Meeting Minutes of January 25, 2017
3. Adjournment

**Town of Hopkinton  
Select Board & Budget Committee  
2017  
Proposed Budget & Warrant Articles**



**Hopkinton Select Board:**

**Jim O'Brien, Chair  
Ken Traum, Vice Chair  
Sue B. Strickford  
Steve Lux, Jr.  
Robert P. Gerseny**

**Hopkinton Budget Committee:**

**Janet Krzyzaniak, Chair  
Richard Houston, Vice Chair  
Deborah Norris  
Amy Bogart  
Virginia Haines  
Mark Zankel  
Ken Traum, For the Select Board  
Bill Chapin Jr., For the School Board  
Donald Houston, For the Contoocook Village Precinct  
John Wullenweber, For the Hopkinton Village Precinct**



# **Town of Hopkinton, NH**

Office of the Select Board

330 Main Street, Hopkinton, NH 03229-2627

Tel: (603) 746-3170 E-mail: [selectmen@hopkinton-nh.gov](mailto:selectmen@hopkinton-nh.gov)

Fax: (603) 746-2952 Web: [hopkinton-nh.gov](http://hopkinton-nh.gov)

## **Important Upcoming Dates**

### **Saturday, March 11, 2017**

**Hopkinton School District Annual Meeting**

9:00 a.m.

Hopkinton Middle/High School

### **Tuesday, March 14, 2017**

**Voting Day – elect officials/zoning amendments**

7:00 a.m. -7:00 p.m.

Hopkinton Middle/High School

### **Saturday, March 18, 2017**

**Hopkinton Town Meeting**

9:00 a.m.

Hopkinton Middle/High School

## Proposed Budget for 2017

Town of Hopkinton, Town Presentation  <i>Account</i>	Approved Budget 2016	Actual Expense 2016	Budget Committee & Select Board Proposed Budget 2017	\$ Change 2016 vs 2017 Budget	% Change 2016 vs 2017 Budget
Executive	\$216,788	\$210,466	\$216,809	\$21	0.01%
IT Services	41,000	39,608	41,000	-	0.00%
Town Clerk/Tax Collector	217,990	208,452	203,751	(14,239)	-6.53%
Election Administration	-	-	4,210		
Financial Administration	114,666	111,070	117,855	3,189	2.78%
Assessing	70,200	66,179	70,100	(100)	-0.14%
Legal	25,000	19,634	25,000	-	0.00%
Personnel Administration	613,452	592,545	835,585	222,133	36.21%
Planning and Zoning	108,350	105,538	108,791	441	0.41%
Cemeteries	16,397	10,348	15,056	(1,341)	-8.18%
Property/Liability Insurance	73,364	73,364	69,404	(3,960)	-5.40%
Police	674,743	630,034	692,705	17,962	2.66%
Ambulance	607,681	610,838	603,146	(4,535)	-0.75%
Fire	261,061	329,897	304,020	42,959	16.46%
Emergency Management	1	11,840	1	-	0.00%
Highway Administration	563,734	583,811	719,955	156,221	27.71%
Highway & Streets	743,500	724,593	712,500	(31,000)	-4.17%
Street Lighting	2,341	2,320	2,101	(240)	-10.25%
Transfer Station	544,430	541,085	548,858	4,428	0.81%
Solid Waste-Landfill	31,800	23,847	40,500	8,700	27.36%
Solid Waste-Community Well	13,071	7,494	12,000	(1,071)	-8.19%
Animal Control	7,084	6,288	6,834	(250)	-3.53%
Community Health	14,675	14,675	15,675	1,000	6.81%
Human Services Administration	60,983	60,231	61,180	197	0.32%
Welfare Vendors	50,000	49,941	50,000	-	0.00%
Recreation	110,105	105,566	112,181	2,076	1.89%
Buildings & Grounds	195,892	201,532	82,080	(113,812)	-58.10%
Library	281,095	281,059	286,066	4,971	1.77%
Patriotic Purposes	3,250	2,904	3,250	-	0.00%
Conservation Committee	1	-	1	-	0.00%
Economic Development	500	247	31,500	31,000	6200.00%
Principal on Bonds/Notes	505,920	497,503	722,801	216,881	42.87%
Interest on Bonds/Notes	145,989	153,112	170,778	24,789	16.98%
TAN	2,000	-	2,000	-	0.00%
<b>OPERATING BUDGET TOTAL</b>	<b>\$6,317,063</b>	<b>\$6,276,021</b>	<b>\$6,887,693</b>	<b>\$566,420</b>	<b>8.97%</b>
Sewer Disposal	\$99,528	\$116,645	\$102,403	\$2,875	2.89%
<b>TOTAL</b>	<b>\$6,416,591</b>	<b>\$6,392,666</b>	<b>\$6,990,096</b>	<b>\$573,505</b>	<b>8.94%</b>

<b>Bond Warrant Article</b>					
Road Rehabilitation Bond	\$2,200,000	\$441,025	\$0	(\$2,200,000)	100.00%
<b>Subtotal</b>	<b>\$2,200,000</b>	<b>\$441,025</b>	<b>\$0</b>	<b>(\$2,200,000)</b>	<b>100.00%</b>

## Proposed Budget for 2017

Town of Hopkinton, Town Presentation  <i>Account</i>	Approved Budget 2016	Actual Expense 2016	Budget Committee & Select Board Proposed Budget 2017	\$ Change 2016 vs 2017 Budget	% Change 2016 vs 2017 Budget
<b>Individual Warrant Articles</b>					
Property Record Digitalization	\$0	\$0	\$15,000	\$15,000	100.00%
Establishment of Road/Bridge/Culvert CRF	250,000	250,000	-	(\$250,000)	100.00%
Subtotal	\$250,000	\$250,000	\$15,000	(\$235,000)	-94.00%
<b>Existing Capital Reserve Funds</b>					
Ambulance	\$70,000	\$70,000	\$75,000	\$5,000	7.14%
Dam Maintenance	10,000	10,000	10,000	-	0.00%
Replacement Fire Vehicles	-		50,000	50,000	100.00%
Highway Replacement Vehicles	155,000	155,000	200,000	45,000	29.03%
Transfer Station	35,000	35,000	35,000	-	0.00%
Police Cruisers & Accessory Equip.	30,000	30,000	-	(30,000)	-100.00%
Police Radio Equipment	2,000	2,000	5,000	3,000	150.00%
Library Replacement Bldg System	10,000	10,000	10,000	-	0.00%
Sewer Equipment CRF	12,000	12,000	30,000	18,000	100.00%
Revaluation CRF	-	-	22,000	22,000	100.00%
Town Hall Renovations	5,000	5,000	50,000	45,000	900.00%
Subtotal	\$329,000	\$329,000	\$487,000	\$158,000	48.02%

<b>Expendable Trust Funds</b>					
Hopkinton Library Technology	\$5,000		\$5,000	\$0	0.00%
Library Building and Grounds	5,000		7,000	2,000	40.00%
Town Facilities	15,000		30,000		0.00%
Recreation Facilities	7,500		7,000	(500)	100.00%
Subtotal	\$32,500	\$0	\$49,000	\$1,500	4.62%

<b>Total Town Expenses</b>	<b>\$9,228,091</b>	<b>\$7,412,691</b>	<b>\$7,541,096</b>	<b>-\$1,686,995</b>	<b>-18.28%</b>
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<b>TOTAL TOWN BUDGET SUMMARY</b>					
Operating Budget	\$6,416,591		\$6,990,096	\$573,505	8.94%
Bond Warrant Articles	\$2,200,000		\$0	(\$2,200,000)	100.00%
Individual Warrant Articles	\$250,000		\$15,000	(\$235,000)	-94.00%
Capital Reserves & Expendable Trusts	\$361,500		\$536,000	\$174,500	48.27%
Total Town Appropriations	\$9,228,091		\$7,541,096	(\$1,686,995)	-18.28%
Other Tax Rate Impacts	\$275,200		\$259,000	(\$16,200)	-5.89%
Revenue Estimates	\$2,947,891		\$3,026,605	\$78,714	2.67%
Use of Fund Balance	-		\$418,091		
Bond Proceeds	\$2,200,000		\$0	(\$2,200,000)	100.00%
<b>EXPENSE MINUS REVENUE</b>	<b>\$4,355,400</b>	<b>\$0</b>	<b>\$4,355,400</b>	<b>\$0</b>	<b>0.00%</b>

Tax Rate Actual/Estimate	\$ 7.09		\$ 7.09	\$ -	0.00%
Full Time Personnel	38		39		



**TOWN OF HOPKINTON**  
**Budget Committee & Select Board**  
**2017 PROPOSED BUDGET**

Presentation to Public Hearing  
 February 8, 2017




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**Select Board Goals**

To maintain a level town tax rate in 2017.

To honor the work done throughout the year by the staff acknowledging how important the staff is in the running of the town.

To provide seed money to bolster economic development.




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**Budget Process to Date**

- Department Heads prepared budget requests keeping in mind the Select Board's goals.
- Department Heads met with the Town Administrator and Finance Director to review budget requests.
- Department Heads held a "Budget Summit" to present and review all requests and overall impact.




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**Budget Process to Date**

- Department Heads presented their Capital requests to the CIP Committee
- Select Board met with each Department Head to review requests
- CIP Committee presented its recommendations to the Select Board




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**Budget Process to Date**

Department Heads did an excellent job meeting the established goals, leaving very little work for the Select Board.

Thank you to them for their hard work!




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**Budget Process to Date**

Select Board discussed requests and made several policy changes that were implemented into the budget:

- Determined the on-going organizational structure of the Fire Department
- Changed the employees share of health and dental contribution from 7.5% to 10.0%. Still looking at other options prior to July 1 start




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**Results**

- Estimated 2017 amount to be raised by taxes is \$4,355,400 which is equal to the 2016 amount.
- Estimated 2017 town portion of the tax rate is \$7.09/thousand, which is equal to the 2016 amount.



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**And now the numbers...**



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**Revenue** (p. 3)

**Estimated Revenue of \$3,026,605**

- Increase of \$64,699 – 2.18%

Increases in Motor Vehicle Fees and Ambulance Revenue account for most of this increase.



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## Operating Budget


Total Operating Budget of **\$6,990,096**

- Increase of \$573,505 - 8.94%

• Major Drivers

• Road Rehabilitation Bond (1 <sup>st</sup> Payment)	\$249,279
• Merit Wage Pool (4%)	\$ 87,562
• Worker's Compensation (due to no credit)	\$ 67,394
• Health Insurance	\$ 66,682
• Economic Development	\$ 31,000
• NH Retirement	\$ 21,172

**TOTAL - Major Drivers - \$523,089**




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## Warrant Articles for CRF/Maintenance Trusts

Total Warrant Articles of **\$536,000**

- Decrease of \$75,500 - -12.35%

• Major Drivers

• Road Rehabilitation CRF	- \$250,000
• Fire Vehicle Replacement CRF	\$ 50,000
• Highway Vehicle Replacement CRF	\$ 45,000
• Town Hall Renovations CRF	\$ 45,000
• Revaluation CRF	\$ 22,000
• Town Facilities Maintenance Trust	\$ 15,000

**TOTAL - Major Drivers - \$ 73,000**




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## Individual Warrant Articles

Total Individual Warrant Articles **\$ 15,000**

- Increase of \$ 15,000 - 100.00%

- For the one-time digitalization of Town Property Records




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**Use of Unreserved Fund Balance**

Use of Fund Balance to offset taxes \$ 418,091

- Increase of \$ 418,091 – 100.0%

**So what is Unreserved Fund Balance...?**



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**Unreserved Fund Balance**

Money remaining in the previous year budget after all obligations have been met that is not committed for other purposes and can be allocated in the upcoming budget or returned to reduce taxes.



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**Unreserved Fund Balance**

NH Department of Revenue Administration (DRA) recommends an Unreserved Fund Balance retainage of a minimum of 5% of all taxes committed which includes town, school, county and precincts.

- Cash flow
- Emergencies



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## Unreserved Fund Balance

Unreserved Fund Balance 1/1/16	\$1,658,970
5% Retainage	1,163,642

Available for use 2017 - \$ 495,328



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## Unreserved Fund Balance

Proposed Unreserved Fund Balance Use 2017

Operating Budget	\$ 231,091
Digitalization WA	15,000
EDC Studies	22,000
Town Hall Parking	50,000
Grader	<u>100,000</u>

**Total - \$418,091**



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## Unreserved Fund Balance

Estimated Unreserved Fund Balance available for use in 2018

Remaining From Current	\$ 77,237
Estimated from 2016 budget	<u>200,000</u>

**Total Available for 2018 - \$277,237**



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**Summary of Proposed 2017 Budget**  
Tax Rate Impact


**TO BE RAISED BY TAXES:**

<u>2016</u>	<u>2017</u>	<u>\$ Change</u>	<u>% Change</u>
\$4,355,400	\$4,355,400	\$ 0	0.00%

**TAX RATE:**

<u>2016</u>	<u>2017 *</u>	<u>\$ Change</u>	<u>% Change</u>
\$ 7.09	\$ 7.09	\$ 0.00	0.00%

\*-Using 2016 actual property valuation



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**QUESTIONS?**



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**Budget of the Town of Hopkinton**  
Form Due Date: **20 Days after the Town Meeting**

**THIS BUDGET SHALL BE POSTED WITH THE WARRANT**  
This form was posted with the warrant on: \_\_\_\_\_

**For assistance please contact the NH DRA Municipal and Property Division**  
P: (603) 230-5090 F: (603) 230-5947 <http://www.revenue.nh.gov/mun-prop/>

**BUDGET COMMITTEE CERTIFICATION**

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

Budget Committee Members	
Printed Name	Signature

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



# Draft Budget - Not for Official Posting

## Appropriations

Account Code	Description	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
<b>General Government</b>								
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0	\$0	\$0
4130-4139	Executive	03	\$252,909	\$250,074	\$257,810	\$0	\$257,810	\$0
4140-4149	Election, Registration, and Vital Statistics	03	\$214,712	\$208,452	\$207,961	\$0	\$207,961	\$0
4150-4151	Financial Administration	03	\$112,440	\$111,070	\$117,855	\$0	\$117,855	\$0
4152	Revaluation of Property	03	\$70,200	\$66,179	\$70,100	\$0	\$70,100	\$0
4153	Legal Expense	03	\$25,000	\$19,634	\$25,000	\$0	\$25,000	\$0
4155-4159	Personnel Administration	03	\$671,152	\$592,545	\$835,585	\$0	\$835,585	\$0
4191-4193	Planning and Zoning	03	\$106,680	\$105,538	\$108,791	\$0	\$108,791	\$0
4194	General Government Buildings		\$0	\$0	\$0	\$0	\$0	\$0
4195	Cemeteries	03	\$16,397	\$10,348	\$15,056	\$0	\$15,056	\$0
4196	Insurance	03	\$73,364	\$73,364	\$69,404	\$0	\$69,404	\$0
4197	Advertising and Regional Association		\$0	\$0	\$0	\$0	\$0	\$0
4199	Other General Government		\$0	\$0	\$0	\$0	\$0	\$0
<b>Public Safety</b>								
4210-4214	Police	03	\$661,876	\$630,034	\$692,705	\$0	\$692,705	\$0
4215-4219	Ambulance	03	\$600,652	\$610,838	\$603,146	\$0	\$603,146	\$0
4220-4229	Fire	03	\$261,061	\$329,897	\$304,020	\$0	\$304,020	\$0
4240-4249	Building Inspection		\$0	\$0	\$0	\$0	\$0	\$0
4290-4298	Emergency Management	03	\$1	\$11,840	\$1	\$0	\$1	\$0
4299	Other (Including Communications)		\$0	\$0	\$0	\$0	\$0	\$0
<b>Airport/Aviation Center</b>								
4301-4309	Airport Operations		\$0	\$0	\$0	\$0	\$0	\$0
<b>Highways and Streets</b>								
4311	Administration	03	\$529,978	\$583,811	\$719,955	\$0	\$719,955	\$0
4312	Highways and Streets	03	\$2,943,500	\$724,593	\$712,500	\$0	\$712,500	\$0
4313	Bridges		\$0	\$0	\$0	\$0	\$0	\$0
4316	Street Lighting	03	\$2,340	\$2,320	\$2,100	\$0	\$2,100	\$0

Account Code	Description	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensnuing FY (Recommended)	Selectmen's Appropriations Ensnuing FY (Not Recommended)	Budget Committee's Appropriations Ensnuing FY (Recommended)	Budget Committee's Appropriations Ensnuing FY (Not Recommended)
4319	Other		\$0	\$0	\$0	\$0	\$0	\$0
<b>Sanitation</b>								
4321	Administration		\$0	\$0	\$0	\$0	\$0	\$0
4323	Solid Waste Collection		\$0	\$0	\$0	\$0	\$0	\$0
4324	Solid Waste Disposal	03	\$608,517	\$541,085	\$548,858	\$0	\$548,858	\$0
4325	Solid Waste Cleanup	03	\$44,871	\$31,341	\$52,500	\$0	\$52,500	\$0
4326-4329	Sewage Collection, Disposal and Other	03	\$98,689	\$116,645	\$102,403	\$0	\$102,403	\$0
<b>Water Distribution and Treatment</b>								
4331	Administration		\$0	\$0	\$0	\$0	\$0	\$0
4332	Water Services		\$0	\$0	\$0	\$0	\$0	\$0
4335-4339	Water Treatment, Conservation and Other		\$0	\$0	\$0	\$0	\$0	\$0
<b>Electric</b>								
4351-4352	Administration and Generation		\$0	\$0	\$0	\$0	\$0	\$0
4353	Purchase Costs		\$0	\$0	\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance		\$0	\$0	\$0	\$0	\$0	\$0
4359	Other Electric Costs		\$0	\$0	\$0	\$0	\$0	\$0
<b>Health</b>								
4411	Administration	03	\$7,084	\$6,288	\$6,834	\$0	\$6,834	\$0
4414	Pest Control		\$0	\$0	\$0	\$0	\$0	\$0
4415-4419	Health Agencies, Hospitals, and Other	03	\$14,675	\$14,675	\$15,675	\$0	\$15,675	\$0
<b>Welfare</b>								
4441-4442	Administration and Direct Assistance	03	\$59,691	\$60,230	\$61,180	\$0	\$61,180	\$0
4444	Intergovernmental Welfare Payments		\$0	\$0	\$0	\$0	\$0	\$0
4445-4449	Vendor Payments and Other	03	\$50,000	\$49,941	\$50,000	\$0	\$50,000	\$0
<b>Culture and Recreation</b>								
4520-4529	Parks and Recreation	03	\$328,320	\$307,098	\$194,261	\$0	\$194,261	\$0
4550-4559	Library	03	\$276,467	\$281,059	\$286,066	\$0	\$286,066	\$0
4583	Patriotic Purposes	03	\$3,250	\$2,904	\$3,250	\$0	\$3,250	\$0
4589	Other Culture and Recreation		\$0	\$0	\$0	\$0	\$0	\$0
<b>Conservation and Development</b>								
4611-4612	Administration and Purchasing of Natural Resources	03	\$1	\$0	\$1	\$0	\$1	\$0

Account Code	Description	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4619	Other Conservation		\$0	\$0	\$0	\$0	\$0	\$0
4631-4632	Redevelopment and Housing		\$0	\$0	\$0	\$0	\$0	\$0
4651-4659	Economic Development	03	\$500	\$247	\$31,500	\$0	\$31,500	\$0
<b>Debt Service</b>								
4711	Long Term Bonds and Notes - Principal	03	\$505,920	\$497,503	\$722,801	\$0	\$722,801	\$0
4721	Long Term Bonds and Notes - Interest	03	\$145,989	\$153,112	\$170,778	\$0	\$170,778	\$0
4723	Tax Anticipation Notes - Interest	03	\$2,000	\$0	\$2,000	\$0	\$2,000	\$0
4790-4799	Other Debt Service		\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital Outlay</b>								
4901	Land		\$0	\$0	\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment		\$0	\$0	\$0	\$0	\$0	\$0
4903	Buildings		\$0	\$0	\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings		\$0	\$0	\$0	\$0	\$0	\$0
<b>Operating Transfers Out</b>								
4912	To Special Revenue Fund		\$0	\$0	\$0	\$0	\$0	\$0
4913	To Capital Projects Fund		\$0	\$0	\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport		\$0	\$0	\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric		\$0	\$0	\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer		\$0	\$0	\$0	\$0	\$0	\$0
4914W	To Proprietary Fund - Water		\$0	\$0	\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds		\$0	\$0	\$0	\$0	\$0	\$0
4919	To Agency Funds		\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Proposed Appropriations</b>			<b>\$8,688,236</b>	<b>\$6,392,665</b>	<b>\$6,990,096</b>	<b>\$0</b>	<b>\$6,990,096</b>	<b>\$0</b>

# Draft Budget - Not for Official Posting

## Special Warrant Articles

Account Code	Purpose of Appropriation	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4917	To Health Maintenance Trust Funds		\$0	\$0	\$0	\$0	\$0	\$0
4324	Solid Waste Disposal	07	\$0	\$0	\$102,710	\$0	\$102,710	\$0
<b>Purpose:</b> Authorization to Expend from Pay-by-Bag Special Re								
4520-4529	Parks and Recreation	09	\$0	\$0	\$2,227	\$0	\$2,227	\$0
<b>Purpose:</b> Authorization to Expend from the Senior Center Ren								
4915	To Capital Reserve Fund	04	\$579,000	\$579,000	\$487,000	\$0	\$487,000	\$0
<b>Purpose:</b> Appropriation to Capital Reserve Funds								
4916	To Expendable Trusts/Fiduciary Funds	05	\$32,500	\$32,500	\$49,000	\$0	\$49,000	\$0
<b>Purpose:</b> Appropriation to Expendable Trust Funds								
<b>Special Articles Recommended</b>			<b>\$611,500</b>	<b>\$611,500</b>	<b>\$640,937</b>	<b>\$0</b>	<b>\$640,937</b>	<b>\$0</b>

## Individual Warrant Articles

Account Code	Purpose of Appropriation	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4152	Revaluation of Property	06	\$0	\$0	\$15,000	\$0	\$15,000	\$0
<b>Purpose:</b> Digitalization of Town Records								
<b>Individual Articles Recommended</b>			<b>\$0</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$0</b>

# Draft Budget - Not for Official Posting

## Revenues

Account Code	Purpose of Appropriation	Warrant Article #	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Estimated Revenues
<b>Taxes</b>					
3120	Land Use Change Tax - General Fund	03	\$14,346	\$15,000	\$15,000
3180	Resident Tax		\$0	\$0	\$0
3185	Yield Tax	03	\$24,279	\$20,000	\$20,000
3186	Payment in Lieu of Taxes	03	\$103,494	\$107,400	\$107,400
3187	Excavation Tax		\$0	\$0	\$0
3189	Other Taxes		\$0	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	03	\$133,594	\$115,000	\$115,000
9991	Inventory Penalties		\$0	\$0	\$0
<b>Licenses, Permits, and Fees</b>					
3210	Business Licenses and Permits	03	\$676	\$1,000	\$1,000
3220	Motor Vehicle Permit Fees	03	\$1,132,106	\$1,100,000	\$1,100,000
3230	Building Permits		\$0	\$0	\$0
3290	Other Licenses, Permits, and Fees	03	\$26,435	\$24,500	\$24,500
3311-3319	From Federal Government	03	\$0	\$1	\$1
<b>State Sources</b>					
3351	Shared Revenues		\$0	\$0	\$0
3352	Meals and Rooms Tax Distribution	03	\$289,625	\$289,625	\$289,625
3353	Highway Block Grant	03	\$190,630	\$190,630	\$190,630
3354	Water Pollution Grant		\$0	\$0	\$0
3355	Housing and Community Development		\$0	\$0	\$0
3356	State and Federal Forest Land Reimbursement	03	\$400	\$400	\$400
3357	Flood Control Reimbursement	03	\$215,715	\$222,646	\$222,646
3359	Other (Including Railroad Tax)	03	\$34,046	\$33,000	\$33,000
3379	From Other Governments		\$0	\$0	\$0
<b>Charges for Services</b>					
3401-3406	Income from Departments	03	\$905,019	\$863,503	\$863,503
3409	Other Charges		\$0	\$0	\$0
<b>Miscellaneous Revenues</b>					
3501	Sale of Municipal Property	03	\$7,945	\$3,500	\$3,500

Account Code	Purpose of Appropriation	Warrant Article #	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Estimated Revenues
3502	Interest on Investments	03	\$7,659	\$3,500	\$3,500
3503-3509	Other	03	\$52,246	\$36,900	\$36,900
<b>Interfund Operating Transfers In</b>					
3912	From Special Revenue Funds	07, 09	\$0	\$104,937	\$104,937
3913	From Capital Projects Funds		\$0	\$0	\$0
3914A	From Enterprise Funds: Airport (Offset)		\$0	\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)		\$0	\$0	\$0
3914O	From Enterprise Funds: Other (Offset)		\$0	\$0	\$0
3914S	From Enterprise Funds: Sewer (Offset)		\$0	\$0	\$0
3914W	From Enterprise Funds: Water (Offset)		\$0	\$0	\$0
3915	From Capital Reserve Funds		\$0	\$0	\$0
3916	From Trust and Fiduciary Funds		\$0	\$0	\$0
3917	From Conservation Funds		\$0	\$0	\$0
<b>Other Financing Sources</b>					
3934	Proceeds from Long Term Bonds and Notes		\$0	\$0	\$0
9998	Amount Voted from Fund Balance		\$0	\$0	\$0
9999	Fund Balance to Reduce Taxes	03	\$0	\$418,091	\$418,091
<b>Total Estimated Revenues and Credits</b>			<b>\$3,138,215</b>	<b>\$3,549,633</b>	<b>\$3,549,633</b>

# Draft Budget - Not for Official Posting

## Budget Summary

<b>Item</b>	<b>Prior Year Adopted Budget</b>	<b>Selectmen's Recommended Budget</b>	<b>Budget Committee's Recommended Budget</b>
Operating Budget Appropriations Recommended	\$6,416,591	\$6,990,096	\$6,990,096
Special Warrant Articles Recommended	\$2,883,145	\$640,937	\$640,937
Individual Warrant Articles Recommended	\$0	\$15,000	\$15,000
TOTAL Appropriations Recommended	\$9,299,736	\$7,646,033	\$7,646,033
Less: Amount of Estimated Revenues & Credits	\$5,233,551	\$3,549,633	\$3,549,633
Estimated Amount of Taxes to be Raised	\$4,066,185	\$4,096,400	\$4,096,400

## Budget Committee Supplemental Schedule

<b>1. Total Recommended by Budget Committee</b>			<b>\$7,646,033</b>
<b>Less Exclusions:</b>			
2. Principal: Long-Term Bonds & Notes	4711	\$722,801	\$0
3. Interest: Long-Term Bonds & Notes	4721	\$170,778	\$0
4. Capital outlays funded from Long-Term Bonds & Notes			\$0
5. Mandatory Assessments			\$0
6. Total Exclusions <i>(Sum of Lines 2 through 5 above)</i>			\$893,579
<b>7. Amount Recommended, Less Exclusions (Line 1 less Line 6)</b>			<b>\$6,752,454</b>
8. 10% of Amount Recommended, Less Exclusions <i>(Line 7 x 10%)</i>			\$675,245
<b>Collective Bargaining Cost Items:</b>			
9. Recommended Cost Items (Prior to Meeting)			\$0
10. Voted Cost Items (Voted at Meeting)			\$0
11. Amount voted over recommended amount <i>(Difference of Lines 9 and 10)</i>			\$0
<b>Mandatory Water &amp; Waste Treatment Facilities (RSA 32:21):</b>			
12. Amount Recommended (Prior to Meeting)			\$0
13. Amount Voted (Voted at Meeting)			\$0
14. Amount voted over recommended amount <i>(Difference of Lines 12 and 13)</i>			\$0
<b>15. Bond Override (RSA 32:18-a), Amount Voted</b>			<b>\$0</b>
<b>Maximum Allowable Appropriations Voted At Meeting:</b> <i>(Line 1 + Line 8 + Line 11 + Line 15)</i>			<b>\$8,321,278</b>





# Town of Hopkinton, NH

Health Officer

330 Main Street, Hopkinton, NH 03229-2627

Tel: (603) 746-8242 E-mail: [townadmin@hopkinton-nh.gov](mailto:townadmin@hopkinton-nh.gov)

Fax: (603) 746-2952 Web: [hopkinton-nh.gov](http://hopkinton-nh.gov)

February 3, 2017

To: Hopkinton Select Board

From: Neal A. Cass, Health Officer 

RE: Property located at 179 Pamela Drive – M/L: 245-025-000

On October 4, 2016 under my authority as Health Officer, I issued an Order to Vacate for the above referenced property. This property is a health hazard and is completely uninhabitable. Since that time, we have been unable to contact the owners of the mobile home and no attempt has been made to clean up the property. Given the nature of the unsanitary conditions and the infestation of fleas, I strongly recommend that the situation be remedied before warmer weather.

I request that the Hopkinton Select Board order the owner of this structure to correct the hazardous condition of this building or to raze or remove the same. Further, I request that the Health Officer, working with Town Counsel, be authorized to carry out this action as outlined in NH RSA Chapter 155-B.

We will also work with the owner of the property sitting under this structure to help remedy the situation.

I am happy to provide any other information that would be helpful to facilitating this decision.

# TITLE XII

## PUBLIC SAFETY AND WELFARE

### CHAPTER 155-B

#### HAZARDOUS AND DILAPIDATED BUILDINGS

##### Section 155-B:1

**155-B:1 Definitions.** – For the purposes of this chapter, the following terms have the following meanings:

- I. "Building" includes any structure or part of a structure.
- II. "Hazardous building" means any building which, because of inadequate maintenance, dilapidation, physical damage, unsanitary condition, or abandonment, constitutes a fire hazard or a hazard to public safety or health.
- III. "Governing body" means the city council or the selectmen of a town.

**Source.** 1967, 334:1, eff. Sept. 1, 1967.

##### Section 155-B:2

**155-B:2 Repair or Removal of Hazardous Building.** – The governing body of any city or town may order the owner of any hazardous building within the municipality to correct the hazardous condition of such building or to raze or remove the same.

**Source.** 1967, 334:1, eff. Sept. 1, 1967.

##### Section 155-B:3

**155-B:3 Order; Contents.** – The order shall state, in writing, the grounds therefor, specifying the necessary repairs, if any, and providing a reasonable time for compliance. It shall also state that a motion for summary enforcement of the order will be made to the court of the district or municipality in which the hazardous building is situated unless corrective action is taken, or unless an answer is filed within the time specified in RSA 155-B:6 and that any costs, attorney's fees, and expenses incurred by the municipality in bringing the property into compliance may be enforced as a lien against the subject property and any other property owned by the same owner in the state pursuant to RSA 155-B:9, II.

**Source.** 1967, 334:1. 2008, 293:1, eff. June 27, 2008.

##### Section 155-B:4

**155-B:4 Order; Service.** – The order shall be served upon the owner of record, or his agent if an agent is in charge of the building, and upon the occupying tenant, if there is one, and upon all lien holders of record, in the manner provided for service of a summons in a civil action. If the owner cannot be found, the order shall be served upon him by posting it at the main entrance to the building



and by 4 weeks' publication in a published newspaper of the municipality if there is one, otherwise in a newspaper of general circulation in the state.

**Source.** 1967, 334:1, eff. Sept. 1, 1967.

### **Section 155-B:5**

**155-B:5 Order; Filing.** – A copy of the order with proof of service shall be filed with the clerk of the court of the district or municipality in which the hazardous building is located not less than 5 days prior to the filing of a motion pursuant to RSA 155-B:7 to enforce the order. The appropriate district or municipal court shall have jurisdiction under this chapter notwithstanding any contrary provisions in RSA 502-A:14 or in any other section of RSA. At the time of filing such order the governing body shall file for record with the register of deeds a notice of the pendency of the proceeding, describing with the reasonable certainty the lands affected and the nature of the order. If the proceeding be abandoned the governing body shall within 10 days thereafter file with the register of deeds a notice to that effect.

**Source.** 1967, 334:1, eff. Sept. 1, 1967.

### **Section 155-B:6**

**155-B:6 Answer.** – Within 20 days from the date of service, any person upon whom the order is served may serve an answer in the manner provided for the service of an answer in a civil action, specifically denying such facts in the order as are in dispute.

**Source.** 1967, 334:1, eff. Sept. 1, 1967.

### **Section 155-B:7**

**155-B:7 Default Cases.** – If no answer is served, the governing body may move the court for the enforcement of the order. If such a motion is made the court may, upon the presentation of such evidence as it may require, affirm or modify the order and enter judgment accordingly, fixing a time after which the governing body may proceed with the enforcement of the order. The clerk of the court shall cause a copy of the judgment to be mailed forthwith to persons upon whom the original order was served.

**Source.** 1967, 334:1, eff. Sept. 1, 1967.

### **Section 155-B:8**

**155-B:8 Contested Cases.** – If an answer is filed and served as provided in RSA 155-B:6, further proceedings in the action shall be governed by the rules of civil procedure for the district or municipal courts, except that the action has priority over all pending civil actions and shall be tried forthwith. If the order is sustained following the trial, the court shall enter judgment and shall fix a time after which the building shall be destroyed or repaired, as the case may be, in compliance with the order as originally filed or modified by the court. If the order is not sustained, it shall be annulled and set aside. The clerk of the court shall cause a copy of the judgment to be mailed forthwith to the persons upon whom the original order was served.

**Source.** 1967, 334:1, eff. Sept. 1, 1967.

## **Section 155-B:9**

### **155-B:9 Enforcement of Judgment. –**

I. If a judgment is not complied with in the time prescribed, the governing body may cause the building to be repaired, razed, or removed as set forth in the judgment. The cost of such repairs, razing, or removal shall be a lien against the real estate on which the building is located and may be levied and collected in the same manner as provided in RSA 80 for tax liens. When the building is razed or removed by the municipality, the governing body may sell the salvage and valuable materials at public auction upon 3 days' posted notice.

II. If the value of the subject real estate is deemed by the municipality to have insufficient value, based on the current tax assessment, to cover the cost of repairs, razing, or removal, the governing body may place a lien for the balance of the cost on any other real property in the state that is owned by the same owner, which additional lien may be levied and collected in the same manner as provided in RSA 80 for tax liens; provided that RSA 80:59 giving such liens priority over all other liens shall not apply. The municipal lien shall be subordinate to any lien of record on such real property.

**Source.** 1967, 334:1. 2008, 293:2, eff. June 27, 2008.

## **Section 155-B:9-a**

**155-B:9-a Municipal Lien on Owner's Interest in Property Insurance Proceeds. –** If the value of the subject real estate is deemed by the municipality to have insufficient value, based on the current tax assessment, to cover the cost of repairs, razing, or removal, and the owner has no other real property within the state, a municipality may assert a lien on the owner's interest in any real property insurance proceeds that are payable as a result of the damage or destruction of that property owner's real property located in the municipality. The lien shall be for the estimated cost to repair, raze, or remove the damaged structure, whichever of those options is the least expensive, minus the value in the remaining real property based on the current tax assessments. The municipal lien shall be subordinate to any lien holder of record, and to any rights, title, or interest in such real property insurance proceeds in favor of any lender holding a mortgage on such real property and who was named as an additional insured or loss payee, by means of loss payable endorsement or otherwise, on any policy of insurance insuring such real property. The insurer's obligations under this section shall commence upon its receipt of a copy of the order under RSA 155-B:4, and a statement of the estimated lien amount allowed under this section, and shall apply only to insurance proceeds held by the insurer as of that date and due to be paid to the owner. The lien, the estimated cost of which shall be approved by the court, shall be for the purpose of reimbursing the municipality for all costs permitted to be recovered by it under RSA 155-B if the municipality elects to demolish the property. Any unexpended funds from the lien shall be returned to the property owner. The property owner shall, within 72 hours of the receipt of a written request by the municipality, provide the municipality with the names, addresses, agents, and policy numbers of all insurance companies which have provided the property owner with insurance on the property. The lien shall automatically expire if the owner rebuilds or demolishes the real property in the manner required by this chapter and the municipality shall provide a written release of the lien to the insurer and the property owner. The insurer shall distribute all proceeds due to the property owner that exceed the lien amount allowed under this section. The municipality shall release the lien in order to permit payment for repairs, razing, or removal of the building.



**Source.** 2008, 293:3, eff. June 27, 2008.

### **Section 155-B:10**

**155-B:10 Statement of Monies Received.** – The municipality shall keep an accurate account of the expenses incurred in carrying out the order and of all other expenses theretofore incurred in connection with its enforcement, including specifically, but not exclusively, filing fees, service fees, publication fees, appraisers' fees, witness fees, including expert witness fees, and traveling expenses incurred by the municipality from the time the order was originally made, and shall credit thereon the amount, if any, received from the sale of the salvage, or building or structure, and shall report its action under the order, with a statement of monies received and expenses incurred to the court for approval and allowance. Thereupon the court shall examine, correct, if necessary, and allow the expense account, and, if the amount received from the sale of the salvage, or of the building or structure, does not equal or exceed the amount of expenses as allowed, the court shall by its judgment certify the deficiency in the amount so allowed to the municipal clerk for collection. The owner or other party in interest shall pay the same, without penalty added thereon, and in default of payment by December 1, the clerk shall certify the amount of the expense to the collector for entry on the tax lists as a charge against the real estate on which the building is or was situated and the same shall be collected in the same manner as other taxes and the amount so collected shall be paid into the municipal treasury. If the amount received for the sale of the salvage or of the building or structure exceeds the expense incurred by the municipality as allowed by the court, and if there are no delinquent taxes, the court shall direct the payment of the surplus to the owner or the payment of the same into court, as provided in this chapter. If there are delinquent taxes against the property, the court shall direct the payment of the surplus to the municipal treasurer to be applied to such taxes.

**Source.** 1967, 334:1, eff. Sept. 1, 1967.

### **Section 155-B:11**

**155-B:11 Payment, Tender, Deposit in Court.** – The net proceeds of a sale under RSA 155-B:9 or 12 shall be paid to persons designated in the judgment in the proportions as their interests shall appear therein. Acceptance of such payment shall be taken as a waiver of all objections to the payment and to the proceedings leading thereto on the part of the payee and of all persons for whom he is lawfully empowered to act. In case any party to whom a payment of damages is made be not a resident of the state, or his place of residence be unknown, or he be an infant or other person under legal disability, or, being legally capable, refuses to accept payment, or if for any reason it be doubtful to whom any payment should be paid, the municipality may pay the same to the clerk of court to be paid out under the direction of the court; and, unless an appeal be taken such deposit with the clerk shall be deemed a payment of the award.

**Source.** 1967, 334:1, eff. Sept. 1, 1967.

### **Section 155-B:12**

**155-B:12 Personal Property of Fixtures.** – If any building ordered razed, removed, or made safe and sanitary by repairs contains personal property or fixtures which will unreasonably interfere with the razing, removal, or repair of such building, or if the razing or removal of the building makes necessary the removal of such personal property or fixtures, the original order of the governing body may direct the removal of such personal property or fixtures within a reasonable time. If the property

or fixtures are not removed by the time specified, and the governing body subsequently desires to enforce a judgment under the provisions of this chapter, it may sell the same at public auction as provided in RSA 155-B:9 or if without appreciable value, the governing body may destroy the same.

**Source.** 1967, 334:1, eff. Sept. 1, 1967.

### **Section 155-B:13**

**155-B:13 Hazardous Excavations.** – If in any city or town, an excavation for building purposes is left open for more than 6 months without proceeding with the erection of a building thereon, whether or not completed, or if any excavation or basement is not filled to grade or otherwise protected after a building is destroyed, demolished or removed, the governing body may order such excavation to be filled or protected or in the alternative that erection of a building begin forthwith if the excavation is for building purposes. The order shall be served upon the owner or his agent in the manner provided by RSA 155-B:4. If the owner of the land fails to comply with the order within 15 days after the order is served upon him, the governing body shall cause the excavation to be filled to grade or protected and the cost shall be charged against the real estate as provided in RSA 155-B:9.

**Source.** 1967, 334:1, eff. Sept. 1, 1967.

### **Section 155-B:14**

**155-B:14 Local Acts and Charter Provisions.** – The provisions of this chapter are supplementary to other statutory and charter provisions and do not limit the authority of any city or town to enact and enforce ordinances on the same subject.

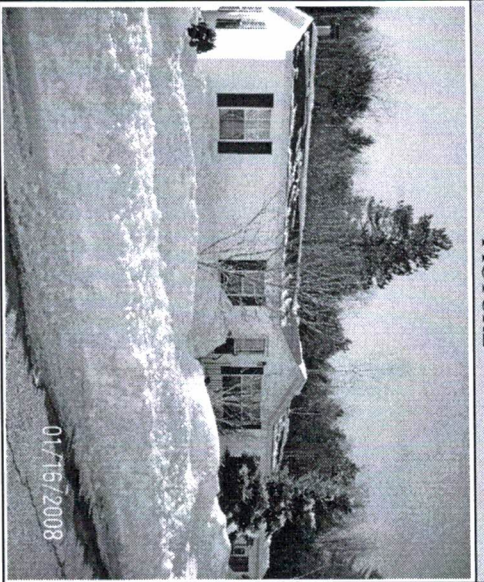
**Source.** 1967, 334:1, eff. Sept. 1, 1967.

### **Section 155-B:15**

**155-B:15 Appeal.** – A party aggrieved by the judgment of a municipal or district court upon issue joined in such case may, within 15 days after the rendition of the judgment, appeal to the superior court therefrom and the superior court shall hear said appeal forthwith.

**Source.** 1967, 334:1, eff. Sept. 1, 1967.





PICTURE

**OWNER**  
**KORONA ANTHONY**  
 ROBERTSON ANNETTE  
 179 PAMELA DR  
 CONTOOCOOK, NH 03229

**TAXABLE DISTRICTS**

District	Percentage
District 1 - TWN	% 100

**PERMITS**

Date	Project Type	Notes

**BUILDING DETAILS**

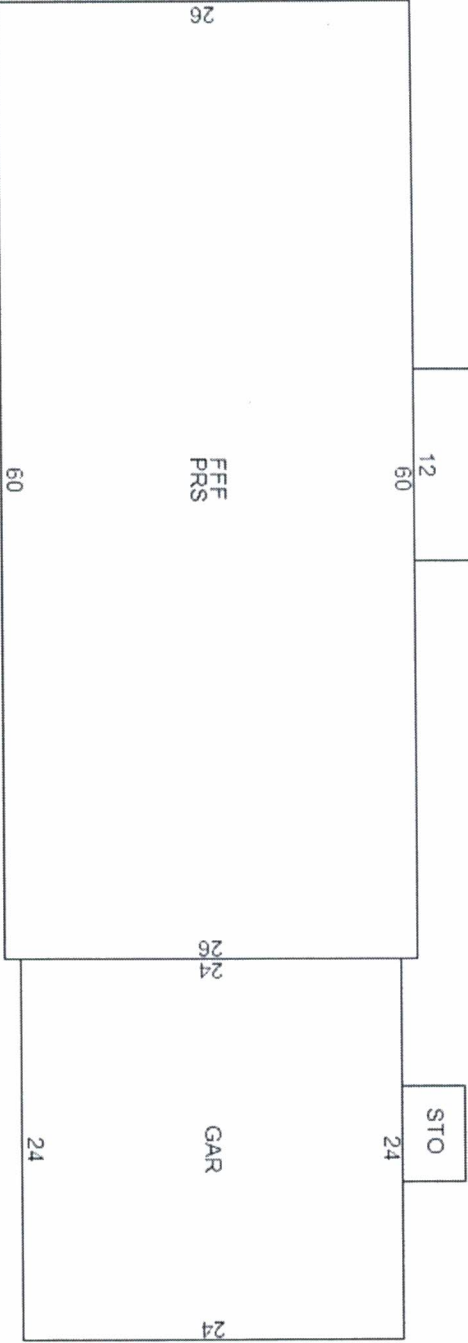
Model: 1.00 STORY FRAME MOBILE HOM  
 Roof: GABLE HIP/ASPHALT  
 Ext: VINYL SIDING  
 Int: WALL BOARD  
 Floor: CARPET  
 Heat: GAS/FA DUCTED  
 Bedrooms: 3 Baths: 2.0  
 Extra Kitchens:      Fixtures:  
 A/C: Yes 100.00 %      Fireplaces:  
 Quality: A1 AVG+10      Generators:  
 Com. Wall:  
 Size Adj: 0.9209      Base Rate: MHD 48.00  
                                  Bidg. Rate: 0.9826  
                                  Sq. Foot Cost: \$ 47.16

**BUILDING SUB AREA DETAILS**

ID	Description	Area	Adj.	Effect.
PRS	PIER	1560	0.00	0
GAR	GARAGE	576	0.45	259
DEK	DECK/ENTRANCE	144	0.10	14
STO	STORAGE AREA	108	0.25	27
FFF	FST FLR FIN	1560	1.00	1560
EPU	ENCL PORCH	144	0.35	50
<b>GLA:</b>	<b>1,560</b>	<b>4,092</b>		<b>1,910</b>

**2014 BASE YEAR BUILDING VALUATION**

Market Cost New: \$ 90,076  
 Year Built: 1996  
 Condition For Age: AVERAGE 33 %  
 Physical:  
 Functional:  
 Economic:  
 Temporary:  
 Total Depreciation: 33 %  
 Building Value: \$ 60,400





## Town of Hopkinton, NH

Health Officer

330 Main Street, Hopkinton, NH 03229-2627

Tel: (603) 746-8242 E-mail: townadmin@hopkinton-nh.gov

Fax: (603) 746-2952 Web: hopkinton-nh.gov

### ORDER TO VACATE

Pursuant to Title X Public Health, Section 147:16-a

**DANGER!**

**DO NOT ENTER THESE PREMISES AT**

**179 Pamela Drive**

**Contoocook, NH 03229**

**OCCUPANCY IS PROHIBITED** BY ORDER OF THE HEALTH OFFICER OF THE TOWN OF HOPKINTON UNDER AUTHORITY OF RSA 147:16-A. DETAILS OF THIS VIOLATION ARE ON FILE AT THE HOPKINTON TOWN HALL, 330 MAIN STREET, HOPKINTON.

EFFECTIVE: **TUESDAY, OCTOBER 4, 2016 AT 8:00AM EST**

THESE PREMISES ARE UNSAFE DUE TO THE FOLLOWING DANGEROUS CONDITIONS:

1. Premises are completely covered in cat urine and feces to an extreme extent.
2. Premises are infested with fleas and other insects.

#### **Section 147:13 Offensive Matter**

**ANYONE ENTERING THE PREMISES WITHOUT PERMISSION OF THE HEALTH OFFICER, OR ANYONE REMOVING THIS NOTICE SHALL BE GUILTY OF A MISDEMEANOR.** PERSONS AGGRIEVED BY THIS ORDER MAY REQUEST A HEARING IN THE CONCORD DISTRICT COURT, AND MAY ASK THE COURT TO DIRECT THE RESPONSIBLE PARTY TO REMOVE OR ABATE THE DANGEROUS CONDITION.

Health Officer-Town of Hopkinton

Date



# TITLE X

## PUBLIC HEALTH

### CHAPTER 147

### NUISANCES; TOILETS; DRAINS; EXPECTORATION; RUBBISH AND WASTE

#### Section 147:16-a

**147:16-a Procedure for Ordering Building Vacated.** – The health officer shall have the authority to order occupants to vacate a building, structure, or other premises if the officer determines, based on reasonable information and belief, that the condition of such premises constitutes a clear and imminent danger to the life or health of occupants or other persons, and that protection of life or health requires vacating the premises. For the purposes of this section, "officer" shall mean any municipal official who orders such vacation, including the health officer acting under the authority of this section, RSA 147:4, or RSA 147:11, the building inspector acting under RSA 674:52-a, or the fire chief acting under RSA 154:21-a. The following procedure shall apply:

I. The officer shall inform the owner and all occupants of the premises of the order, orally or otherwise, as soon, and by such means, as are practicable. The order, if not effective immediately, shall include a reasonable time, in light of the seriousness and immediacy of the danger, within which vacation must occur.

II. A prominent notice shall be posted at each entrance to the building or other premises providing a brief description of the dangerous condition, and informing all persons that the premises has been ordered vacated, and of the officer making the order and the effective date and time of the order. Such notice shall not be removed during the period such order is in effect, and anyone removing such notice shall be guilty of a misdemeanor. The following wording, though not exclusive, shall be deemed sufficient:

"DANGER. THIS BUILDING (or other premises) IS UNSAFE BECAUSE OF THE FOLLOWING DANGEROUS CONDITION: (brief description) \_\_\_\_\_ EFFECTIVE (date and time). OCCUPANCY IS PROHIBITED BY ORDER OF THE (officer's title) OF THE TOWN (City) OF \_\_\_\_\_, UNDER AUTHORITY OF RSA 147:16-a. DETAILS OF THIS VIOLATION ARE ON FILE AT \_\_\_\_\_. ANYONE ENTERING THIS BUILDING (premises) WITHOUT PERMISSION OF THE (officer's title), OR ANYONE REMOVING THIS NOTICE SHALL BE GUILTY OF A MISDEMEANOR. PERSONS AGGRIEVED BY THIS ORDER MAY REQUEST A HEARING IN THE \_\_\_\_\_ DISTRICT COURT, AND MAY ASK THE COURT TO DIRECT THE RESPONSIBLE PARTY TO REMOVE OR ABATE THE DANGEROUS CONDITION."

III. The officer shall cause written notice of the order to vacate to be sent, registered mail, to the owner of the property, if known, and to known lessees or others known to exercise control over the premises. Such written notice shall be mailed within 24 hours of the order to vacate, or upon the next business day thereafter, provided, however that no such mailing shall be necessary in cases where, due to immediate removal or abatement of the source of danger, the order has been countermanded before that time. In the alternative, the officer may cause the written notice to be served personally by a peace officer. The written notice shall contain the address and description of the premises, a statement of the particulars of the danger to life, health, or safety, a statement of the date and time that the order becomes or became effective, and a statement of the right to a hearing in district court to



contest the order or to have the court consider whether to direct the responsible party to remove or abate the source of danger. The officer shall also forward a copy of the order to the local law enforcement agency having jurisdiction to enforce the order, and shall file a copy of the order, and a service list of the names and addresses of the people to whom the officer sent notice of the order, in the district court for the district in which the property is located. Any court filing fee shall be paid by the municipality.

IV. Any person specially aggrieved by the order to vacate may file a written request with the clerk of the district court for the district in which the property is located for a hearing to contest the order or to have the court consider whether to direct the responsible party to remove or abate the source of danger. The hearing shall be held no later than 7 days after the request is received by the clerk who shall send a hearing notice to the aggrieved person, the municipality, and any other person whose name appears on the service list filed in court by the municipality. The hearing shall concern whether the order to vacate is justified and/or whether the court shall order the responsible party to prospectively remove or abate the source of danger. Other issues, including any challenge to outstanding ordinance or code violations, cease and desist orders, or removal or repair orders, shall be contested only under the statutes appertaining to them. The court, upon presentation of such evidence as it may require, shall affirm, modify, or set aside the order to vacate, issue any such other appropriate order as is consistent with this paragraph, and enter judgment accordingly.

V. Any person who fails to comply with an order under this section, after having received due notice of it, either orally, in writing, or by posted notice, shall be guilty of a misdemeanor unless the district court has set aside the order. A deficiency in the municipal officer's adherence to this section shall not constitute a defense to the misdemeanor charge unless it amounts to failure of notice to the defendant.

VI. A municipality may combine any order to vacate under this section with other lawful orders, including but not limited to orders under RSA 147:7-a, RSA 154:20, RSA 155-B:2, or RSA 676:17-a, as long as the minimum procedures of this section are met. When and if the source of danger is removed or abated following the issuance of any order to vacate under this section or any order under paragraph IV or if the order to vacate is set aside by the district court, the displaced occupants shall have the right to return to occupancy in the building, structure, or other premises.

VII. The provisions of this section shall not apply to a residence which is occupied only by the owner and his or her immediate family, unless the condition of such premises constitutes a clear and imminent danger to the life or health of persons other than the occupant or occupants.

VIII. Nothing in this section shall be deemed to affect a municipality's duty to provide general assistance under RSA 165. No proceeding under this section shall be deemed to affect any legal rights between landlord and tenant.

IX. If the district court finds that a municipality's order to vacate under this section was frivolous, or was commenced in bad faith, or was not based upon reasonable information and belief, then the court may order the municipality to pay the costs and reasonable attorneys' fees of any aggrieved person requesting a hearing on the order to vacate under paragraph IV.

**Source.** 1998, 318:1, eff. Aug. 25, 1998.



## TOWN OF HOPKINTON, NEW HAMPSHIRE RULES & REGULATIONS PARKING

ORDINANCE NO: 05-02

### 1.0 **Purpose**

The purpose of this ordinance is to regulate the parking of any vehicle or motor vehicle within the right of way and upon any portion of certain public ways, public parking lots as well as upon property owned by the Town of Hopkinton.

### 2.0 **Authority**

Pursuant to the authority of NH RSA 41:8 which established the Select Board, and 41:11 which authorizes the Select Board to regulate the use of public ways in the town, the Hopkinton Select Board does hereby enact the following:

### 3.0 **Enforcement**

As authorized by the Hopkinton Select Board, all public roads, public parking lots, town owned property and/or facilities as it relates to parking, falls under the jurisdiction, supervision and direction of the Hopkinton Police Chief or designee, who may issue a notice of violation of these rules and regulations.

### 4.0 **Definitions**

The term "vehicle" or "motor vehicles" shall have the same meaning as defined in NH RSA 259:60 and 259:122.

### 5.0 **Parking Prohibited on Designated Streets**

There shall be no parking on designated streets as follows:

5.01 **Penacook Road:** Both sides of Penacook Road from Main Street to that point measuring .3 miles east of the intersection of Briar Hill Road.

5.02 **Hopkinton Village Traffic Island:** That section on Main Street in Hopkinton Village at the corners of South Road, Hopkinton Road, and Briar Hill Road within the painted traffic island on the north side of the highway.

5.03 **Maple Street 1:** That section of Maple Street beginning at a point on both sides of the highway from the intersection of Public Works Road and extending in a northerly direction to the intersection of Main Street on the south side of the highway and to the intersection of Prospect Street on the north side of the highway.

## Town of Hopkinton – Parking Ordinance

- 5.04 Maple Street 2: That section of Maple Street beginning at a point on both sides of the highway approximately 40 feet south of the intersection of the northbound on-ramp to Interstate 89 and extending in a southerly direction a distance of approximately 2050 feet on Maple Street.

### **6.0 Winter Parking Ban**

For the purpose of snow removal and winter highway maintenance, there shall be no parking upon any public right of way, or any public parking lots, within the Town of Hopkinton, except as provided below, between the hours of 11:00pm and 7:00am, November 1<sup>st</sup>. through April 15<sup>th</sup>.

- 6.01 Cedar Street parking lot: Six (6) marked spaces facing toward and running perpendicular to Cedar Street.
- 6.02 Municipal Parking Facility: abutting the Depot property located off Main Street five (5) marked spaces facing toward the bandstand and running parallel to the Contoocook River.
- 6.03 Intent of Overnight Parking: The intent of the provision that allows for "overnight parking" is intended to allow for vehicles to stop, stand and remain for a designated period of time, not to exceed five (5) days in duration.
- 6.04 No Habitation: Nothing in this provision shall be construed to allow for the habitation of persons within any such vehicle while parked overnight within the above described locations.

### **7.0 Emergency Ban**

The Select Board may restrict parking upon any public property or public right of way within the Town of Hopkinton during an emergency, said parking ban to remain in effect until lifted by the Board.

### **8.0 Limited or Restricted Parking**

There shall be limited and/or restricted parking as follows:

- 8.01 Two (2) Hour Parking: All public on-street parking spots in Contoocook Village, including Main Street from a point measuring 25 feet south of the intersection of School Street to Park Avenue; on the north side of Maple Street (Rte 127) from Main Street to Prospect Street, and the entire length of Cedar Street.
- 8.02 Seasonal Restrictions: There shall be no parking of vehicles of any type, when posted with signs, from August 15 to September 30 on the following roads:

## Town of Hopkinton – Parking Ordinance

- 8.02.01 The section of Route 103 and 127 on both sides of the highway beginning at the intersection of Maple St. (Route 103) from the stone bridge, extending westerly to the Warner town line.
- 8.02.02 That section of Kearsarge Avenue on both sides of the highway, beginning at the intersection of Park Avenue, extending in a northerly direction to the Warner town line.

### **9.0 Town Property & Municipal Parking Lots**

There shall be no overnight parking upon any public property, or within any public parking lots within the Town of Hopkinton between the hours of 11:00 p.m. and 7:00 a.m., except as provided below:

- 9.01 Cedar Street parking lot: Six (6) marked spaces facing toward and running perpendicular to Cedar Street.
- 9.02 Municipal Parking Facility abutting the Depot property located off Main Street five (5) marked spaces facing toward the bandstand and running parallel to the Contoocook River.
- 9.03 Intent of Overnight Parking: The intent of the provision that allows for "overnight parking" is intended to allow for vehicles to stop, stand and remain for a designated period of time, not to exceed five (5) days in duration.
- 9.04 No Habitation: Nothing in this provision shall be construed to allow for the habitation of persons within any such vehicle while parked overnight within the above described locations. This policy does not extend or imply approval for overnight habitation of any vehicle.
- 9.05 No Deposit or Storing of Property: No person(s) shall deposit or store any property upon or within any town owned property, right of way or parking lot without the express written permission of the Hopkinton Select Board.

### **10.0 Towing**

All vehicles found in violation of this ordinance may be removed (towed) at the discretion of the Hopkinton Police Chief or designee. Costs of such removal and subsequent storage of removed vehicles shall be at the expense of the owner of the vehicle.

- 10.01 Release of Vehicle: The release of this vehicle will be after all required fees and/or fines are paid.

# Town of Hopkinton – Parking Ordinance

10.02 Contacting Owner: Unless safety dictates otherwise, the Police Department will not have the vehicle removed until they have attempted to contact the owner and/or operator of the vehicle.

## 11.0 Penalties

Penalties for violation of this ordinance shall be as follows:

10.01 Initial Fine: Any violation of this ordinance shall result in a fine of \$10.00, provided that said fine is paid within ten (10) calendar days of time of violation.

10.02 Additional Fines: In the event that the original fine of \$10.00 is not paid, the fine will increase as follows:

10.02.01 11-30 Days: After ten (10) calendar days but less than thirty (30) calendar days – fine \$30.00

10.02.02 After 30 Days: After thirty (30) calendar days – fine \$50.00

### Revision History

Revision	Change	Date
Original	Adopted by the Select Board	2008
DRAFT	Amended Version	1/12/2007



## TOWN OF HOPKINTON, NEW HAMPSHIRE

### RULES & REGULATIONS – PARKING

#### ORDINANCE NO: 05-02

##### 1.01 AUTHORITY:

Pursuant to the authority of NH RSA 41:8, 41:11, 47:17, and any other applicable Revised Statutes Annotated, the Board of Selectmen of the Town of Hopkinton hereby ordain as follows:

##### 1.02 ENFORCEMENT:

All public roads, public parking lots, town owned property and/or facilities as it relates to parking, falls under the jurisdiction, supervision and direction of the Hopkinton Police Department as authorized by the Board of Selectmen, who may issue a notice of violation of these rules and regulations.

##### 1.03 PURPOSE:

To regulate the parking of any vehicle or motor vehicle within the right of way and upon any portion of certain public ways, public parking lots as well as property owned by the Town of Hopkinton and/or its facilities.

##### 1.04 DEFINITIONS:

The term “vehicle” or “motor vehicles” shall have the same meaning as defined in NH RSA 259:60 and 259:122.

##### 1.05 WINTER PARKING BAN:

For the purpose of snow removal and winter highway maintenance, there shall be no parking upon any public right of way, or any public parking lots, within the Town of Hopkinton, except as provided below, between the hours of 11:00pm and 7:00am, November 1<sup>st</sup>. through April 15<sup>th</sup>.

- 1.) Cedar Street parking lot: Six (6) marked spaces facing toward and running perpendicular to Cedar Street.
- 2.) Municipal Parking Facility abutting the Depot property located off Main Street six (6) marked spaces facing toward and running perpendicular to the Contoocook River.

Intent:

The intent of the provision that allows for "overnight parking" is intended to allow for vehicles to stop, stand and remain for a designated period of time, not to exceed five (5) days in duration.

Nothing in this provision shall be construed to allow for the habitation of persons within any such vehicle while parked overnight within the above described locations.

**1.06 EMERGENCY BAN:**

The Board of Selectmen may restrict parking upon any public property or public right of way within the Town of Hopkinton during an emergency, said parking ban to remain in effect until lifted by the Board.

**1.07 LIMITED OR RESTRICTED PARKING:**

Two (2) Hour Parking: All public on-street parking spots in Contoocook Village, including Main Street from a point measuring 25 feet south of the intersection of School Street to Park Avenue; on the north side of Maple Street (Rte 127) from Main Street to Prospect Street, and the entire length of Cedar Street.

Seasonal Restrictions:

- That section of Route 103 and 127 on both of the highway beginning at the intersection of Maple St. (Route 103) from the stone bridge, extending westerly to the Warner town line.
- That section of Kearsarge Avenue on both sides of the highway beginning at the intersection of Park Avenue, extending in a northerly direction to the Warner town line.

The above seasonal restrictions are hereby restricted for the parking of vehicles of any type. This is a seasonal restriction when posted with signs from August 15<sup>th</sup> to September 30<sup>th</sup>.

Town Property & Municipal Parking lots:

There shall be no overnight parking upon any public property, or within any public parking lots within the Town of Hopkinton, except as provided below, between the hours of 11:00pm and 7:00am:

- 1.) Cedar Street parking lot: Six (6) marked spaces facing toward and running perpendicular to Cedar Street.
- 2.) Municipal Parking Facility abutting the Depot property located off Main



Street six (6) marked spaces facing toward and running perpendicular to the Contoocook River.

Intent:

The intent of the provision that allows for "overnight parking" is intended to allow for vehicles to stop, stand and remain for a designated period of time, not to exceed five (5) days in duration.

Nothing in this provision shall be construed to allow for the habitation of persons within any such vehicle while parked overnight within the above described locations.

This policy does not extend or imply approval for overnight habitation of any vehicle.

No person(s) shall deposit or store any property upon or within any town owned property, right of way or parking lot without the express written permission of the Board of Selectmen.

**1.08 PARKING PROHIBITED ON CERTAIN STREETS:**

- Both sides of Penacook Road from Main Street (Rte 103) to that point measuring .3 miles east of the intersection of Briar Hill Road.
- That section of US Route 202, NH Route 9 and NH Route 103 in the Town of Hopkinton, NH within the painted traffic island on the north side of the highway opposite the intersection of South Road is hereby restricted and within the area so described the parking of vehicles of any type is prohibited at any time.
- That section of NH Route 127 (Maple Street) beginning at a point on both sides of the highway from the intersection of Public Works Road and extending in a northerly direction to the intersection of Main Street (NH Route 103) on the south side of the highway and to the intersection of Prospect Street on the north side of the highway is restricted and within the area so described the parking of vehicles of any type is prohibited at any time.
- That section of NH Route 127 (Maple Street) beginning at a point on both sides of the highway approximately 40 feet south of the intersection of the northbound on-ramp to Interstate 89 and extending in a southerly direction a distance of approximately 2050 feet on NH Route 127 is restricted and within the area so described the parking of vehicles of any type is prohibited at any time.

**1.09 PENALTIES:**

Any violation of this ordinance shall result in a fine of \$10.00, provided that said fine is paid within ten (10) calendar days of time of violation.

In the event that the original fine of \$10.00 is not paid, the fine will increase as follows;

- a. After ten (10) calendar days but less than thirty (30) calendar days – fine \$30.00
- b. After thirty (30) calendar days – fine \$50.00

**1.10 PREVIOUS ORDINANCES:**

The provisions of this ordinance replace all previous ordinances regulating parking issued by the Town of Hopkinton, and any previous parking ordinances are hereby rescinded.

**Effective Date:**

These rules and regulations shall become effective on the \_\_\_\_\_ day of \_\_\_\_\_, 2008.

IN WITNESS WHEREOF, the undersigned members of the Board of Selectmen of the Town of Hopkinton have hereunder set their hands this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

Town of Hopkinton, NH  
Board of Selectmen

\_\_\_\_\_  
George Langwasser

\_\_\_\_\_  
Donald Lane

\_\_\_\_\_  
Peter Russell

\_\_\_\_\_  
Thomas Congoran

\_\_\_\_\_  
Scott Flood

Date: \_\_\_\_\_

A true copy, attest:

\_\_\_\_\_  
Sue B. Strickford  
Town Clerk


Town of Hopkinton, NH Board of Selectmen

The undersigned residents and near residents of Farrington Corner Road would like to request the speed limit on Farrington Corner Road be lowered to 30 MPH. Stickney Hill road from the Concord line to Farrington Corner Road is presently 30 MPH. Farrington Corner Road is part of the bicycle path and many walkers are on this road. Cyclist use this road often with families. Also it is used by some of the Athletic participants from St. Paul's School. Thank you for this consideration.

NAME

ADDRESS

Claudette Olépe	Brockway Road
Robert Michel	Farrington Corner Rd
Sally Michel	Farrington Corner Rd
Marilyn Bourque	" " "
Jennifer Foster (Mother of Sophia (8) and Rose (4))	859 Farrington Corner Rd
David Canfield	Farrington Corner Rd
Nini Allen	528 Farrington's Corner Rd
Alan E. Cohen	503 Foxswinton Lane RD
Sarah Carr	461 Farrington Corner Rd
Rozlyn Levine	545 Brockway Rd, Hopkinton
Jacqueline Morse	653 Farrington Hopkinton
Stephen Whysand	875 Farrington Cr. Hopkinton
Melvin Muller	798 Farrington Cr. Hopkinton

  
Susan J. Blakeslee  
Carolyn Egan  
Joan Joos  
Dorothy Joos

798 Farrington Co Hopkinton  
966 Farrington Corner Rd, Hopkinton  
966 FARRINGTON CR. RD. HOPKINTON  
427 Stickney Hill  
427 STICKNEY HILL RD

## Veteran's Credit Statutes

### **72:28 Standard and Optional Veterans' Tax Credit. –**

I. The standard veterans' tax credit shall be \$50.

II. The optional veterans' tax credit, upon adoption by a city or town pursuant to RSA 72:27-a, shall be an amount from \$51 up to \$500. The optional veterans' tax credit shall replace the standard veterans' tax credit in its entirety and shall not be in addition thereto.

III. Either the standard veterans' tax credit or the optional veterans' tax credit shall be subtracted each year from the property tax on the veteran's residential property. However, the surviving spouse of a resident who suffered a service-connected death may have the amount subtracted from the property tax on any real property in the same municipality where the surviving spouse is a resident.

IV. The following persons shall qualify for the standard veterans' tax credit or the optional veterans' tax credit:

(a) Every resident of this state who served not less than 90 days on active service in the armed forces of the United States in any qualifying war or armed conflict listed in this section and was honorably discharged or an officer honorably separated from service; or the spouse or surviving spouse of such resident, provided that Title 10 training for active duty by a member of a national guard or reserve shall be included as service under this subparagraph;

(b) Every resident of this state who was terminated from the armed forces because of service-connected disability; or the surviving spouse of such resident; and

(c) The surviving spouse of any resident who suffered a service-connected death.

V. Service in a qualifying war or armed conflict shall be as follows:

(a) "World War I" between April 6, 1917 and November 11, 1918, extended to April 1, 1920 for service in Russia; provided that military or naval service on or after November 12, 1918 and before July 2, 1921, where there was prior service between April 6, 1917 and November 11, 1918 shall be considered as World War I service;

(b) "World War II" between December 7, 1941 and December 31, 1946;

(c) "Korean Conflict" between June 25, 1950 and January 31, 1955;

(d) "Vietnam Conflict" between December 22, 1961 and May 7, 1975;

(e) "Vietnam Conflict" between July 1, 1958 and December 22, 1961, if the resident earned the Vietnam service medal or the armed forces expeditionary medal;

(f) "Persian Gulf War" between August 2, 1990 and the date thereafter prescribed by Presidential proclamation or by law; and

(g) Any other war or armed conflict that has occurred since May 8, 1975, and in which the resident earned an armed forces expeditionary medal or theater of operations service medal.

**Source.** 1871, 13:1. GL 54:2. PS 56:4. 1907, 95:1. 1919, 54:1. 1921, 12:3; 103:1. 1923, 68:2. PL 60:26. 1941, 157:1. RL 73:29. 1943, 174:1. 1944, 4:1. 1947, 240:1, par. 29. 1949, 167:1. 1951, 132:1. RSA 72:28. 1955, 289:1. 1963, 49:1; 118:1; 324:1. 1967, 35:1, 2; 219:1, 2. 1971, 303:1. 1975, 282:1. 1976, 42:1, 2. 1977, 61:1. 1979, 288:2. 1981, 215:1. 1989, 64:1; 270:1. 1991, 70:3-6. 1992, 70:3. 1993, 73:3, 10; 262:1. 2003, 299:2. 2005, 126:1, eff. April 1, 2006. 2013, 254:2, eff. July 24, 2013. 2016, 217:9, eff. Aug. 8, 2016.

**72:28-a Procedure for Adoption. –** [Repealed 2003, 299:29, I, eff. April 1, 2003.]

**72:28-b All Veterans' Tax Credit. –**

I. A town or city may adopt or rescind the all veterans' property tax credit granted under this section by the procedure in RSA 72:27-a.

II. The credit granted under this section shall be the same as the amount of the standard or optional veterans' tax credit in effect in the town or city under RSA 72:28.

III. The all veterans' tax credit shall be subtracted each year from the property tax on the veteran's residential property.

IV. A person shall qualify for the all veterans' tax credit if the person is a resident of this state who served not less than 90 days on active service in the armed forces of the United States and was honorably discharged or an officer honorably separated from service; or the spouse or surviving spouse of such resident, provided that Title 10 training for active duty by a member of a national guard or reserve shall be included as service under this paragraph; provided however that the person is not eligible for and is not receiving a credit under RSA 72:28 or RSA 72:35.

**Source.** 2016, 217:1, eff. Aug. 8, 2016.

**72:27-a Procedure for Adoption, Modification, or Rescission. –**

I. Any town or city may adopt the provisions of RSA 72:28, RSA 72:28-b, RSA 72:29-a, RSA 72:35, RSA 72:37, RSA 72:37-b, RSA 72:38-b, RSA 72:39-a, RSA 72:62, RSA 72:66, RSA 72:70, or RSA 72:76 in the following manner:

(a) In a town, other than a town that has adopted a charter pursuant to RSA 49-D, the question shall be placed on the warrant of a special or annual town meeting, by the governing body or by petition pursuant to RSA 39:3.

(b) In a city or town that has adopted a charter pursuant to RSA 49-C or RSA 49-D, the legislative body may consider and act upon the question in accordance with its normal procedures for passage of resolutions, ordinances, and other legislation. In the alternative, the legislative body of such municipality may vote to place the question on the official ballot for any regular municipal election.

II. The vote shall specify the provisions of the property tax exemption or credit, the amount of such exemption or credit, and the manner of its determination, as listed in paragraph I. If a majority of those voting on the question vote "yes," the exemption or credit shall take effect within the town or city, on the date set by the governing body, or in the tax year beginning April 1 following its adoption, whichever shall occur first.

III. A municipality may modify, if applicable, or rescind the exemption or credits provided in paragraph I in the manner described in this section.

IV. An amendment to a statutory provision listed in paragraph I related to an exemption or credit amount or to the eligibility or application of an exemption or credit, shall apply in a municipality which previously adopted the provision only after the municipality complies with the procedure in this section, unless otherwise expressly required by law.

**Source.** 2003, 299:1; 299:23. 2004, 170:3. 2008, 224:3, eff. July 1, 2008. 2016, 217:2, eff. Aug. 8, 2016.

## Veteran's Credit Change

### Rough Estimate of Potental Cost

As of 2015 DRA count that are receiving Credit	53,726
Hopkinton current credits	326
Hopkinton % of total	0.00606783
Per 2014 NHES report - Number of "Gap" veterans	33,798
Housing Assistance Council- % of Veteran's that own homes	81%
Estimated additional credits for all towns (33,798 x 81%)	27,376
Hopkinton share (27,376 x .0060678)	166
<b>Potential Additional Cost</b> <b>(166 x \$500)</b>	<b>\$ 83,058</b>

A very rough estimate, but the best we have.