

# TOWN OF AMHERST NEW HAMPSHIRE

*Joshua's Park*



*Jeff Hall Photo*

## TOWN REPORT 2016

**Narrative Report**

**of the**

**Town Officers**

**of**

**AMHERST, NEW HAMPSHIRE**

**For the Year Ending**

**December 31, 2016**

**and**

**Financial Records**

**For Fiscal Year Ending**

**June 30, 2016**



William Henry Overholt, Jr.  
May 26, 1937 ~ June 15, 2016



In 1980, Bill moved to Amherst from Pennsylvania with his wife Liz and their three children. He came to Amherst with seven years of experience in municipal government, which would serve the town well for many years.

He started his political career in Newtown Square (a suburb of Philadelphia) by winning the fight for equal town tax assessments. He was then elected Supervisor for seven years before moving to Amherst, where he first spent time on the Ways & Means Committee, and then was elected in 1986 for the first of five three-year terms as an Amherst selectman, serving as chairman several times.

He retired in 2001 because, in his words, “it was not fun anymore.” He also missed the old-fashioned town meeting format because he felt those that attended and heard the reports were better informed voters.

After some resistance, Bill convinced the state to add rumble strips to route 101, and in 2008 joined his wife’s interest in improving the roads in Amherst. The selectmen were convinced of the need and the Road Funding Analysis Committee was formed. On the second try in 2010, the fifteen million dollar road bond passed by over a 60% majority. He then became a member of the Road Commission.

Bill’s love of photography led to recording the festivity events, especially the parade, as a member of the Fourth of July Committee. His favorite photo was a beautiful shot of the Clydesdales that were in the 2003 parade. Liz and Bill shared the creation of sixteen July Fourth Celebration posters.

Bill designed the official logo, using Marianne Stillwagon’s art, for the 2010 Amherst 250th Celebration. He helped create much for the celebration using that logo.

According to Bob Schaumann, former town moderator and a friend, “Those who knew Bill enjoyed his sense of humor. When speaking with Bill, the appearance of that twinkle in his eye provided fair warning to those in earshot that you just knew something was about to be said that would be humorous, thoughtful and sensible. As a selectman, his ability to add value and clarity to the selectmen’s meetings, town meetings and the deliberative sessions were instrumental in helping citizens make informed votes that best served the town.”

Bob also said, “When Bill spoke, you could count on his commentary being 99% ‘fat free.’”

Bill loved Amherst and was honored to be able to serve his town.

Carol Holden  
November 6, 1942 ~ April 1, 2016



On April 1<sup>st</sup> of the past year, Amherst and New Hampshire lost the “lady with the hats”; Carol Holden passed away unexpectedly at home. At the time, Carol was the Hillsborough County Commissioner representing Amherst and 22 other towns in the County. She made it a point to visit almost all of them every two years and meet with the Boards of Selectmen as their schedules permitted. Her career in public service began in Amherst with an unsuccessful run for a position on the Amherst School Board. She had already been a volunteer in the schools and then the volunteer coordinator for Amherst Schools. When her twin children were in third grade she organized a tour for the class to visit some of the historic homes in the village. This was such a success that she received the Volunteer of the Year award. This tour became an annual event and still done today.

Undaunted by her narrow defeat for the School Board, Carol then successfully ran as a delegate to the NH Constitutional Convention in 1984 and the following year, when one of the town’s state representatives decided not to run, Carol figuratively threw her hat in the ring. She won and served five more terms including the last two years as assistant majority leader of the New Hampshire House.

In 1997, the County Commissioner for the 3<sup>rd</sup> District, Ed Lobacki, died. Carol was asked by a panel of judges, who were to appoint an interim commissioner, to give them a list of candidates and their resumes. After providing them with a list of 14 candidates, she was asked to submit her own resume. She did and was appointed County Commissioner. She then continued running for Commissioner every 2 years.

Carol maintained her commitment to the Amherst schools through the years. She was on the High School Building committee for several years, on the Ways and Means Committee and became the first woman moderator in Amherst when she became the moderator for the Amherst School District. One of the less known duties of the Moderator is to appoint members to the Ways and Means Committee. This was always a challenge for her as she wanted a diverse membership that could objectively review the Amherst schools budget. Recruiting people to spend the many hours and often get criticized for making difficult recommendations took much more effort than running the annual school district meeting.

After Carol stepped down as School District Moderator, she ran for the position of Supervisor of the Checklist. While she was a State Representative in 1993, she successfully negotiated with US Senator Judd Gregg an exception for New Hampshire to the Federal Motor Voter Law which would have reduced the control that the local town supervisors of the checklist have for registering new voters. Only one other state has this exception. She ran in 2014 for supervisor because she wanted to ensure the integrity of the process that she fought for in the NH House.

Although Carol was a Massachusetts native, she loved Amherst and New Hampshire. Amherst is now her permanent resting place.

## **TABLE OF CONTENTS**

## **Page**

<b>Amherst Board of Selectmen's Report</b>	1
<b>Town Officers, Committees, Commissions</b>	7
<b>Warrant - March 14, 2017</b>	11
<b>Zoning Warrant Articles</b>	16
<b>FY18 Deliberative Session Documents</b>	
Current Year Tax Bill Breakdown	17
What is a Default Budget	18
FY18 Default Budget Breakdown	18
FY18 Estimated Revenue	19
FY17 Budget v. FY18 Proposed Budget	20
FY18 Proposed Budget Summary	23
FY18 Proposed Budget & Warrant Tax Impacts	24
Ways & Means Committee Report	25
<b>Town Divisions in Review</b>	
Assessing Office	27
Schedule of Town Property	28
Community Development	34
Department of Public Works	37
Emergency Management	41
Fire Rescue	42
Library	44
Police Department	46
Police Department Activity Addendum	49
Public Safety Communications Center	50
Recreation Department	52
Tax Collector	55
Town Clerk	57
Treasurer's Year in Review	58
<b>Other Annual Reports</b>	
NRPC	60

## **TABLE OF CONTENTS**

### **Committees & Commissions**

Cemetery Trustees	63
Cemetery Burials	64
Conservation Commission	65
Fourth of July Report	67
Heritage Commission	69
Library Trustees	72
Memorial Day Sunset Parade & Observance	75
Souhegan River Local Advisory Comm. (SoRLAC)	76
Tree Lighting Festival	77

### **Town FY16 Budget & Voting Results**

Deliberative of Town Meeting February 3, 2016	78
Election Results, March 8, 2016	86

### **2016 Town of Amherst Vital Statistics** 95

### **Financial Reports**

MS-1 Inventory of Valuation	103
MS-232 Report of Appropriations	105
Tax Rate Calculation by the DRA	108
MS-434 Revised Estimated Revenues	112
MS-535 Annual Financial Report	114
MS-636 Budget of the Town of Amherst	132
MS-DT Default Budget, Town of Amherst	139
MS-9 Trust Funds as of June 30, 2016	143
MS-10 Trust Funds as of June 30, 2016	147

### **Treasurer's Coupon Note Register**

Baboosic Lake Bond, Septic Syst. Phase II	155
Baboosic Lake Bond, Septic Syst. Phase III	156
Baboosic Lake Bond, Septic Syst. Phase IV	157
Spring Road Note	158
FY2014 Road Note	159
FY2015 Road Note	160
FY2015 Refinance Road Note	161
FY2016-17 Road Note	162

### **ADDENDUM**

### **Independent Auditor's Report**

Financial Statement, Melanson Heath

## **SELECTMEN'S REPORT**

### **Overview**

The Amherst Board of Selectmen believes this was another positive year for our town with respect to municipal government. We welcomed a new selectman – Peter Lyon and two very capable department heads – Gordon Leedy as our Community Development Director and Eileen Demers as our Finance Director. There are numerous exciting accomplishments and planned activities, which took place this past year or are in motion and will happen over the next few years. The Board would like to thank all town employees and the many volunteers who serve our community, who contribute to the quality of life in Amherst and which makes serving as your selectmen a very rewarding experience.

### **Recreation**

This past summer saw the opening of Joshua's Park and the Stearns Davis Community Garden. The board is grateful to the Amherst Land Trust and the many volunteers whose efforts made this park become a reality.

Working with the Amherst School District, the Recreation Department was able to build a "Pump Track" on the Amherst School District Property on Baboosic Lake Road. A pump track is a small, looping trail system ridden continuously without pedaling. BMX bikes, mountain bikes and kid's bikes are all suitable for use on the pump track. The track also provides a venue for parents to teach their young children how to ride a bike.

The design of an 18-hole Disk Golf Course for the Baboosic Lake Road property was completed. The community will see the opening of the first four holes this spring. Additional holes will open as they become available.

Again, working with the Amherst School District, the Amherst Makerspace opened at the Amherst Middle School. Makerspace is a community place where people with shared interests, especially in computing or technology, can gather to work on projects while sharing ideas, equipment, and knowledge.

The town opened a second skating rink on Davis Lane this past year, joining the first skating rink which is located at the Amherst Middle School.

### **Assessing**

As the Board of Assessors, the Board of Selectmen facilitated the 2016 Statistical Revaluation Update of all properties in the Town of Amherst. State law requires the town perform this update every five years. KRT Appraisal was contracted by the Town to perform this project and the staff members of the Tax and Assessing Departments were responsible for overseeing it. As a result of the revaluation, the average residential property value increased from \$330,000 to \$352,000. This reflects a five-year market adjustment since the last revaluation in 2011. This figure is referenced in the pages ahead as illustrated in a projected tax impact of the proposed FY18 budget and warrant articles. The Board and the Tax and Assessing staff would like to thank the residents of Amherst for their patience and cooperation throughout the process.

### **Community Development**

The Office of Community Development saw significant changes during 2016 and the beginning of 2017. The department said goodbye and thank you to Colleen Mailloux, Director, for her almost three years of service to the town. In filling the open position, the Town welcomed Gordon Leedy as Director. Simon Corson also joined the Office of Community Development staff as a Planner.

As authorized at the last Town Meeting vote, the Office of Community Development is undertaking a feasibility study to determine what options exist for bringing sanitary sewer service to the commercial/industrial area adjacent to Route 101A.

In the year ahead, the department anticipates revising land use regulations to be consistent with current policies, statutes and practices, including the Subdivision, Site Plan and Stormwater regulations adopted by the Planning Board. In addition, the Office of Community Development will be revisiting the sign ordinance in preparation for the 2018 Town meeting.

The Town was awarded a Certified Local Government grant to assist the Historic District Commission in regulatory review, streamlining and improving regulations and the application process, while ensuring consistency with state and federal law, and protecting the integrity of the Historic District.

The Office of Community Development also anticipates a follow-on to the Sanitary Sewer Feasibility Study and commencement of an economic development program, aimed at improving our non-residential tax base.

### **Department of Public Works**

Highlights at the Department of Public Works in 2016 include completing reconstruction of 5.35 miles of town roads, adding an assistant public works director, Eric Hahn, to the management team, working towards addressing recommendations in the Matrix report, and preparing for the newly released EPA Stormwater permit.

The long expected Stormwater permit was released in January 2017. The Department of Public Works along with other town departments are identifying responsibilities and long term associated costs to Amherst taxpayers. We are also working with other communities in New Hampshire with a goal of tailoring the newly issued requirements so they make sense for New Hampshire.

As the department looks towards the future, it will continue to develop plans to upgrade and maintain our roads and bridges beyond the close out the road bond.

### **Fire / Rescue**

Fire Rescue continues to solidify and grow as a team since the merger of two separate organizations on July 1, 2015. The call volume continues to grow and this past year saw a 12% increase in fire and medical calls. The priorities this past year were focused on risk management and efficiency for staff and the people served. With grant dollars, the department was able to purchase Automated Cardio Pulmonary devices and several Automated External Defibrillators (AED's). This type of equipment is key when it comes to the cardiac chain of survival and the delivery of good quality Cardio Pulmonary Resuscitation (CPR). With the purchase of electronic / power stretchers, the risk of injury to staff was reduced and a safer environment has been created for patients during the time they are loaded or unloaded from the ambulance.

Fire Rescue continues to attract high quality candidates - both fire and emergency medical technicians (EMT). In addition to attracting new members, current members continue to educate and improve their skills and increase their provider level. Several members have gone from being an EMT Basic to an Advanced level provider and a few EMT-Advanced providers have graduated from a Paramedic program. Fire Rescue has also had several of their new members graduate from a Certified Firefighter I program.

## **Police**

In 2016 the Police Department had many accomplishments. One significant item was the purchase and implementation of the department's first polygraph machine which increased investigative efficiency by helping to more quickly determine suspect culpability and eliminated reliance on polygraph services from outside agencies. The Communications Center backup radio along with all cruiser two-way radios were replaced as this hardware had reached the end of its service life. The town's officers have maintained increased texting and distracted driving enforcement patrols prior to, and following, the one-year anniversary of the Hands-Free law to encourage higher driver compliance rate and increased traffic safety. The department continued training of Amherst women of all ages in the Rape Aggression Defense (R.A.D.) self-defense training program with over 100 women trained to date.

Looking at 2017, the department is looking at further participation in newly grant-funded, multi-agency drug investigation operations within the Hillsborough County Street Crimes Task force as we seek to deter drug trafficking through Amherst and neighboring communities. The department will be implementing the Statewide "J-One" initiative (Justice – One Network Environment) with the installation of driver's license scanners and printers in police cruisers to streamline traffic and accident investigations. The town will begin the installation of the first radio repeater system, which will boost the radio capability and interoperability of our public safety agencies and eliminate any existing gaps in the town's communications infrastructure. The Police Department will be proactive with increased residential police patrols to deter potential criminal activity.

## **Town Administration**

In 2016 the Town of Amherst transitioned to a new website, [www.amherstnh.gov](http://www.amherstnh.gov). Migrating to a new website will allow the Town to share more information more quickly.

The Finance Department successfully transitioned to a new financial software system which provides consistent and up-to-date financial information for all stake holders. The department's Director, Lisa Ambrosio, lead the software conversion. Unfortunately, Lisa left the town for another position. Her guidance and direction of the Finance Department, especially with the software transition, is recognized and appreciated.

The administration departments continue to serve the public in a respectful, fair manner. All of the administration departments strive to be responsive to the day-to-day needs of the public who come to the Town Hall seeking information and services.

The administration departments also seek to serve the needs of the employees of the town as effectively as possible.



## **Strategic Governance**

Everyone in town government continued their efforts to expand and refine work on strategic governance, which combines strategic thinking about the future of the town with operational governance to ensure that resident needs are being met cost effectively and in a timely fashion. In 2013, the Board undertook a strategic planning process through which all town departments defined their long-term plans and related investments to anticipate and meet changing needs across the community. Each year since then, departmental plans have been updated to reflect the inevitable changes that impact Amherst.

This year, in addition to updating those plans, the Board also ensured that departmental goals are stated as outcomes that benefit Amherst's residents. For example, rather than the Police Department citing the addition of an officer as a goal, they have a goal to reduce property crime by another 15% (which will require the addition of an officer to help achieve). Within DPW, instead of citing a goal of an additional \$2.4 million dollars a year for road repair and maintenance, the goal is to have 70% of all town roads be in good to excellent condition by 2030 (which will require that annual investment to achieve).

In October, the Board of Selectmen met in a strategic working session to frame what it believes to be the broader strategic priorities of the town – priorities that it will use as the basis for decision making over the next several years.

The strategic plans of the various town departments reflect the vertical perspectives of functional groups into which town government is organized to do work. However, there are broader, more horizontal, categories that, together, shape the quality of life for Amherst residents. These include:

- Public safety (Police, Fire, EMS)
- Infrastructure/Built Environment
- Financial Condition
- Community/ Economic Development
- Town Character
- Environment/Landscapes
- Historic/Heritage
- Housing
- Recreation
- Education

The Board of Selectmen assessed the condition of each of these categories (excepting Education, which is the purview of the school boards) and feels Amherst is in very good shape and will continue so in the coming years.

The Board believes there are two areas that need to change over the next five to ten years:

- 1. Roads, bridges and buildings (under Infrastructure) need more investment.
- 2. An economic development plan is needed to determine the pros/cons and investments required to attract more commercial and industrial businesses to Amherst and thereby lower the residential taxes.

The Board sees the need for an in-depth analysis of the best strategy for acquiring and maintaining Department of Public Works equipment. This analysis would include the review of the existing DPW facilities.

Dividing the next nine years into three, three-year periods, the Board of Selectmen believes it should **focus resources** in the following manner:

Years 1-3	Years 3-6	Years 7-9
Police	Police	
Infrastructure	Infrastructure	Infrastructure
Econ. Dev. Analysis		
DPW Analysis		

The Board of Selectmen will continue to use this framework of strategic governance as the basis for all town government decisions.

**Final Thoughts**

The Amherst Board of Selectmen has worked to provide a level of management, leadership and vision that we feel will serve Amherst well – both today and tomorrow. Your selectmen have different backgrounds and do not always see things the same way, but each member of the Board views this as a collective strength.

The Board believes that Amherst is one of the finest towns anywhere in which to reside, raise a family and to grow a business.

As always, your engagement, your ideas and your support are welcome.

*Dwight Brew, Chair* *Thomas Grella, Selectman*

*Reed Panasiti, Vice Chair* *Peter Lyon, Selectman*

*Nate Jensen, Clerk*

**BOARD OF SELECTMEN**

Dwight Brew, Chairman	Term Expires 2019
Reed Panasiti, Vice Chair	Term Expires 2018
Nate Jensen, Clerk	Term Expires 2018
Thomas Grella	Term Expires 2017
Peter Lyon	Term Expires 2019

**TOWN ADMINISTRATOR**

James M. O'Mara, Jr.

**TOWN COUNSEL**

William R. Drescher, Esquire

**TOWN MODERATOR**

Steven Coughlan	Term Expires 2018
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**TOWN CLERK**

Nancy Demers	Term Expires 2017
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**TAX COLLECTOR**

Gail Stout

**TREASURER**

Elizabeth Overholt	Term Expires 2018
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**COMMUNITY DEVELOPMENT  
DIR.**

R. Gordon Leedy

**FINANCE DIRECTOR**

**POLICE CHIEF**

Mark Reams

**BUILDING INSPECTOR  
& HEALTH OFFICER**

Scott Tenney

**FIRE RESCUE CHIEF**

Matthew Conley

**LIBRARY DIRECTOR**

Amy Lapointe

**PUBLIC WORKS DIR.**

Bruce Berry

**RECREATION DIR.**

Craig Fraley

**WELFARE OFFICER**

Andy Clifford

## **AMHERST LAND COMMITTEE**

Dwight Brew	Selectmen Representative
Gordon Leedy, AICP	Town Representative
Sally Wilkins	Amherst Land Trust Rep.
Daryl D'Angelo	Amherst Conservation Commission Rep.
John Harvey	Amherst Conservation Commission Rep.
Wendy Rannenberg	Community Member Representative
Kathleen Holt Button	Community Member Representative
Michael Dell Orfano	Planning Board Representative

## **CEMETERY TRUSTEES**

Marie Grella, Chair	Term Expires 2017
Cynthia Dokmo	Term Expires 2019
Lisa Eastland	Term Expires 2018

## **CAPITAL IMPROVEMENTS PLAN COMMITTEE**

Nate Jensen	BOS Representative
Russ Thomas	Ways & Means Rep.
Steve Coughlan	Souhegan School Board Rep.
	Souhegan School Board Alt.
	Amherst School Board Rep.
	SAU Representative
	ASD Ways and Means Rep.
Richard Hart	Planning Board Rep.
Danielle Pray	Citizen Member

## **CONSERVATION COMMISSION**

Daryl D'Angelo, Chair	Term Expires 2019
Rob Clemens, Vice Chair	Term Expires 2019
John Harvey, Treasurer	Term Expires 2019
Victor Bennison	Term Expires 2018
Lee Gilman	Term Expires 2018
Richard Hart	Term Expires 2017
G. Wesley Robertson	Term Expires 2017
Bruce Beckley, Alternate	Term Expires 2019
Jared Hardner, Alternate	Term Expires 2017
Frank Montesanto, Alternate	Term Expires 2017
Peter Lyon, BOS Rep.	Term Expires 2019

## **HERITAGE COMMISSION**

William Ludt, Chair	Term Expires 2017
Lisa Montesanto	Term Expires 2019
Andy Ouellette	Term Expires 2018
Conor Frain	Term Expires 2017
Mary Mahar	Term Expires 2017
Larry McCoy	Term Expires 2017
John Bement	Term Expires 2019
Thomas Grella BOS Liaison	Voting position
Eric Hahn	Planning Board Liaison

## **HIGHWAY SAFETY COMMISSION**

Mark Reams, Chairman	Police Chief
Bruce Berry	DPW Director
Matt Conley	Fire Rescue Chief
Thomas Grella	Board of Selectmen (Voting)
Peter Warburton	Superintendent of Schools

## **HISTORIC DISTRICT COMMISSION**

Jamie Ramsay, Chair	Term Expires 2018
Susan Clark, Secretary	Term Expires 2018
Doug Chabinsky	Term Expires 2018
Bruce Fraser	Term Expires 2017
Christopher Hall	Term Expires 2017
Charlie Duval, Alternate	Term Expires 2017
Helen Rowe, Alternate	Term Expires 2017
Christopher Buchanan, Alt.	Term Expires 2018
Thomas Grella	BOS, Ex-Officio (Voting)
Sally Wilkins	Planning Board Rep.

## **LIBRARY TRUSTEES**

Nancy Baker, Chair	Term Expires 2018
Kim Ayers, Secretary	Term Expires 2017
Elizabeth Larson	Term Expires 2019
Stephen Mantius	Term Expires 2019
Gretchen Pyles	Term Expires 2019
Karl Ted Krantz	Term Expires 2018
Nancy Head	Term Expires 2017
Bill Cassidy, Alternate	Term Expires 2017
Rande Neukam, Alternate	Term Expires 2017
Dwight Brew, BOS, Ex-Officio	Non-Voting

## **NASHUA REGIONAL PLANNING COMMISSION**

Mike Dellorfano	Term Expires 2019
Susan Ruch	Term Expires 2019
Martin Michaelis	Term Expires 2019

## **PLANNING BOARD**

Arnold Rosenblatt, Chair	Term Expires 2019
Sally Wilkins, Vice Chair	Term Expires 2018
Mike Dellorfano	Term Expires 2019
Marilyn Peterman	Term Expires 2018
Clifford Harris	Term Expires 2017
Richard Hart	Conservation Com. Rep.
Peter Lyon	BOS Ex-officio (Voting)
Thomas Grella	BOS (Alternate)
Vacancy, Alternate	Term Expires 2017
Vacancy, Alternate	Term Expires 2019
Eric Hahn, Alternate	Term Expires 2018

## **RECREATION COMMISSION**

Patrick Daniel, Chairman	Term Expires 2019
Karen Urbanik, Secretary	Term Expires 2017
Kathleen Holt Button	Term Expires 2019
Lisa Eastland	Term Expires 2019
Paul Levesque	Term Expires 2019
Wendy Rannenberg	Term Expires 2018
Michael Spencer, Alternate	Term Expires 2019
Stephen Amari, Alternate	Term Expires 2018
Craig Fraley	Recreation Director
Jim Manning	ASD Representative
Reed Panasiti	BOS Ex-Officio (non voting)

## **SUPERVISORS OF CHECKLIST**

Jeanne Ludt	Term Expires 2022
Margaret "Maggie" Paul	Term Expires 2018
Donella "Donni" Hodgkins	Term Expires 2017

## **TRUSTEES OF THE TRUST FUND**

Bob Grunbeck	Term Expires 2019
Lori Mix	Term Expires 2018
Kenneth Sheldon	Term Expires 2017
Dick Lefebvre	1 Year Term
William Dunn	1 Year Term

## **WAYS & MEANS COMMITTEE**

John D'Angelo, Chairman	Term Expires 2019
Sarah Bonnoit	Term Expires 2019
Daniel Ferris	Term Expires 2019
Peter Moustakis	Term Expires 2019
Margaret "Maggie" Paul	Term Expires 2019
April Savino	Term Expires 2019
Jason Lozzi	Term Expires 2018
David Sullivan, Alternate	Term Expires 2019
Russ Thomas, Alternate	Term Expires 2019

## **ZONING BOARD OF ADJUSTMENT**

Douglas Kirkwood, Chairman	Term Expires 2018
Robert Rowe	Term Expires 2019
Kevin Shea	Term Expires 2018
Jamie Ramsay	Term Expires 2017
Charles Vars	Term Expires 2017
Samuel Giarrusso	Term Expires 2019
Reed Panasiti, Alternate	Term Expires 2019
C. Wilson Sullivan, Alternate	Term Expires 2018
Alec Buchanan, Alternate	Term Expires 2017

## **JULY FOURTH**

Nancy Head Chairman

## **TREE LIGHTING**

Dorothea Daniels

Michelle Arbogast

## **MEMORIAL DAY**

Marie Grella Chairman

## **AMHERST & HILLSBOROUGH COUNTY**

### **Representatives:**

#### *District 22*

Shannon E. Chandley 3 High Meadow Lane, Amherst, NH 03031

Peter T. Hansen 82 Amherst Street, Amherst, NH 03031

Reed Panasiti 11 Mack Hill Road, Amherst, NH 03031

#### *District 41*

Laurie J. Sanborn 71 Eagle Drive, Bedford, NH 03110-4414

### **Senate:**

Gary Daniels 127 Whitten Road, Milford, NH 03055





**AMHERST TOWN WARRANT  
THE STATE OF NEW HAMPSHIRE  
MARCH 14, 2017**

To the inhabitants of the Town of Amherst in the County of Hillsborough and the State of New Hampshire, qualified to vote in town affairs:

You are hereby notified that the Annual Meeting of Amherst will be held, in accordance with NH RSA 40:13. The first session, to transact all business other than voting, is on Wednesday, February 8, 2017 at 7:00 PM at the Souhegan High School Auditorium (Snow Date: Thursday, February 9, 2016 at 7 PM at Souhegan High School). The second session, voting by official ballot at the polls, is on Tuesday, March 14, 2017 at the Souhegan High School from 6:00 AM to 8:00 PM.

**ARTICLE 21:** To choose all necessary Town Officers for the ensuing terms as follows:

**1 Selectman for 3 Years**

**1 Cemetery Trustee for 3 Years**

**2 Library Trustees for 3 Years**

**1 Supervisor of the Checklist for 3 Years**

**1 Town Clerk for 3 Years**

**1 Trustee of the Trust Funds for 3 Years**

**2 Zoning Board of Adjustment Member for 3 Years**

**ARTICLE 22: Operating Budget**

Shall the Town vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth herein, totaling **\$13,389,021**. Should this article be defeated the default budget shall be **\$12,885,989** which is the same as last year with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting in accordance with RSA 40:13 X and XVI to take up the issue of a revised operating budget only. This operating budget warrant article does not include appropriations contained in ANY other Warrant Article. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 4-0-1.)*

*(The Ways and Means Committee supports this article by a vote of 7-0-0.)*

**ARTICLE 23: Contingency Fund**

Shall the Town vote to establish a contingency fund for the current year, in accordance with NH RSA Section 31:98-a, for unanticipated expenses that may arise and further to raise and appropriate the sum of one hundred and fifty thousand dollars (**\$150,000**) to go into the fund. Said sum shall come from the undesignated fund balance and no amount to be raised from taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 7-0-0.)*

**ARTICLE 24: Police Union Contract**

Shall the Town vote to approve the cost items in a three (3) year collective bargaining agreement (beginning July 1, 2017 through June 30, 2020) reached between the Board of Selectmen and the American Federation of State, County, and Municipal Employees Local 3657 (Police Union) and further to raise and appropriate the sum of fifty-three thousand three hundred sixty-three dollars (**\$53,363**) for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels. (Majority vote)

<b>Year Two</b>	<b>(2) FY 19</b>	<b>\$59,599</b>
<b>Year Three</b>	<b>(3) FY 20</b>	<b>\$27,253</b>

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-1-0.)*

**ARTICLE 25: Special Meeting if Collective Bargaining Agreement is defeated**

Shall the Town, if Article 24 – Police Union Contract is defeated, authorize the Board of Selectmen to call one special meeting, at its option, to address Article 24 – cost items only. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

**ARTICLE 26: Assessing Revaluation Capital Reserve Fund**

Shall the Town vote to raise and appropriate the sum of twenty-five thousand dollars (**\$25,000**) to be added to the Assessing Revaluation Capital Reserve Fund, previously established. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 7-0-0.)*

**ARTICLE 27: Communications Center Capital Reserve Fund**

Shall the Town vote to raise and appropriate the sum of twenty-five thousand dollars (**\$25,000**) to be added to the Communications Center Capital Reserve Fund, previously established. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 7-0-0.)*

**ARTICLE 28: Change of Purpose, Fire Truck Refurbish and Purchase Capital Reserve Fund**

Shall the Town vote to change the purpose of the existing Fire Truck /Refurbish and Purchase Capital Reserve Fund under the provisions of RSA 35:16, to the Fire Rescue Vehicle and Equipment Purchase and Repair Capital Reserve Fund, and further to name the selectmen as agents to expend. (2/3 vote required)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

**ARTICLE 29: Fire Rescue Vehicle and Equipment Purchase and Repair Capital Reserve Fund**

Shall the Town vote to raise and appropriate the sum of two hundred thousand dollars (**\$200,000**) to be added to the Fire Rescue Vehicle and Equipment Purchase and Repair Capital Reserve Fund previously established. In the event Article 28 does not pass, this amount will be added to the existing Fire Truck Refurbish and Purchase Capital Reserve Fund. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

**ARTICLE 30: Ambulance Capital Reserve Fund**

Shall the Town vote to raise and appropriate the sum of fifty thousand dollars (**\$50,000**) to be added to the Ambulance Capital Reserve Fund, previously established. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 7-0-0.)*

**ARTICLE 31: Bridge Repair and Replacement Capital Reserve Fund**

Shall the Town vote to raise and appropriate the sum of one hundred and fifteen thousand (**\$115,000**) to be added to the Bridge Repair and Replacement Capital Reserve Fund, previously established. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 7-0-0.)*

**ARTICLE 32: Town Computer System Capital Reserve Fund**

Shall the Town vote to raise and appropriate the sum of fifteen thousand dollars (**\$15,000**) to be added to the Town Computer System Capital Reserve Fund, previously established. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

**ARTICLE 33: Elderly, Blind, and Disabled Exemption**

Shall the Town vote to modify the elderly, blind, and disabled exemptions from property tax in the Town of Amherst, based on assessed value, for qualified taxpayers to be as follows:

For elderly persons:

- 65 years of age up to 74 years inclusive, an exemption of \$76,000 (formerly \$71,000);
- 75 years of age up to 79 years inclusive, an exemption of \$114,000 (formerly \$107,000);
- 80 years of age or older, an exemption of \$151,000 (formerly \$142,000);
- and

For blind persons of any age:

- an exemption of \$37,000 (formerly \$35,000); and

For disabled persons of any age:

- an exemption of \$65,000 (formerly \$61,000).

To qualify for any of the above exemptions, a person must have been a New Hampshire resident

for at least three (3) years (5 years for the disabled person), own real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least five(5)years.

In addition, the taxpayer must, for the elderly and the disabled exemptions only:

- have a net income of not more than \$41,760, or if married, a combined net income of less than \$57,000; and
- own assets not in excess of \$150,000 excluding the value of the person's residence in accordance with RSA 72:39-a. (Majority vote)

*(The Board of Selectmen voted 5-0-0 to support this article.)*

*(The Ways and Means Committee voted 6-0-0 to support this article.)*

**ARTICLE 34: All Service Veterans' Tax Credit**

Shall the Town vote to adopt the “all veterans’ property tax credit” under the provisions of RSA 72:28-b in the amount of five hundred dollars (\$500). If adopted, the credit will be available to any resident, or the spouse or surviving spouse of any resident, who (1) served not less than 90 days on active service in the armed forces of the United States and was honorably discharged or was an officer honorably separated from service, and (2) is not eligible for and not receiving the credit for veterans who served in a qualifying war or armed conflict or for veterans with a service-connected disability. If adopted, the credit will be in the amount of \$500, which is the same amount as the credit for a veteran who served in a qualifying war or armed conflict. If the credit is adopted, any person desiring to claim the credit will be required to file an application with the selectmen or the assessors by April 15 of the tax year. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

**ARTICLE 35: Build Forest View Cemetery**

Shall the Town vote to raise and appropriate the sum of seventy thousand dollars (\$70,000), for the purpose of defraying costs associated with construction of the Forest View Cemetery, and to authorize the withdrawal of said sum from the available balance in the expendable trust established pursuant to RSA 31:19-a, by the passage of warrant article No. 22, at the March 1987 annual town meeting, which expendable trust is known as the Cemetery Lot Trust Fund. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 5-1-1.)*

## **2017 ZONING WARRANT ARTICLES**

### **ARTICLE 36: Elderly Housing**

Are you in favor of adopting Amendment No. 1 as proposed by the Planning Board as follows:

To **Amend** Section 4.20 of the Zoning Ordinance to clarify that density in an elderly housing development shall be determined using the base density and bonus densities as described in Section 4.16 – Integrated Innovative Housing Ordinance (IIHO).

*(The Planning Board voted 7-0-0 to support this article)*

### **ARTICLE 37: Integrated Innovative Housing Ordinance**

Are you in favor of adopting Amendment No. 2 as proposed by the Planning Board as follows:

To **Amend** Section 4.16.B.3 & Section 4.16.E to update for consistency with 2016 Zoning Amendments.

*(Planning Board recommends approval of this amendment 7 – 0)*

### **ARTICLE 38: Accessory Apartments**

Are you in favor of adopting Amendment No. 3 as proposed by the Planning Board as follows:

To **Amend** Section 9.1, Definitions by **changing** the allowable area for an accessory apartment to 1,100 Square Feet and changing the allowable number of bedrooms to up to two.

*(Planning Board recommends this amendment by a vote of 7 – 0)*

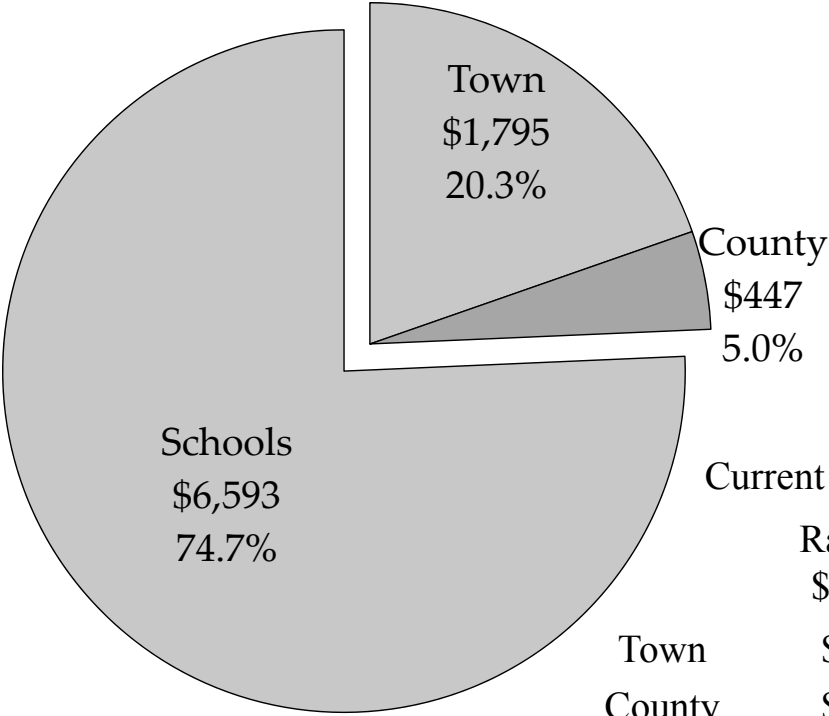
### **ARTICLE 39: Formatting Errors**

Are you in favor of adopting Amendment No. 4 as proposed by the Planning Board as follows:

To **Amend** Section 4.14.I to change “shall” to “may,” and to **Amend** Section 4.17.B to add “**and Section 4.16 – IIHO**” after “Subdivision Regulations.”

*(Planning Board recommends this amendment by a vote of 7 – 0)*

# TOWN PORTION OF TAX BILL - \$352,000 HOME



## Current Year Tax Rates

	Rate per \$1,000	\$352,000 Home
Town	\$5.10	\$1,795
County	\$1.27	\$447
Schools	<u>\$18.73</u>	<u>\$6,593</u>
TOTAL	\$25.10	\$8,835 <sub>1</sub>

**WHAT IS A DEFAULT BUDGET?** New Hampshire law has defined a default budget as follows:

*RSA 40:13, IX (b) "Default budget" as used in this subdivision means the amount of the same appropriations as contained in the operating budget authorized for the previous year, reduced and increased, as the case may be, by debt service, contracts, and other obligations previously incurred or mandated by law, and reduced by one-time expenditures contained in the operating budget.*

**FY18 DEFAULT BUDGET CALCULATIONS**

Operating Budget FY17 (per Art. 22)	\$ 12,896,109
Sewer Feasibility Study	\$ (30,000)
FY17 Principal- Long Term Bonds and Notes	\$ (1,205,600)
FY17 Interest- Long Term Bonds and Notes	\$ (177,810)
FY18 Principal- Long Term Bonds and Notes	\$ 1,206,000
FY18 Interest- Long Term Bonds and Notes	\$ 212,290
FY17 Souhegan Regional Landfill District	\$ (350,635)
FY18 Souhegan Regional Landfill District	\$ 335,635
FY18 DEFAULT BUDGET	\$ 12,885,989



## **FY18 Estimated Revenue**

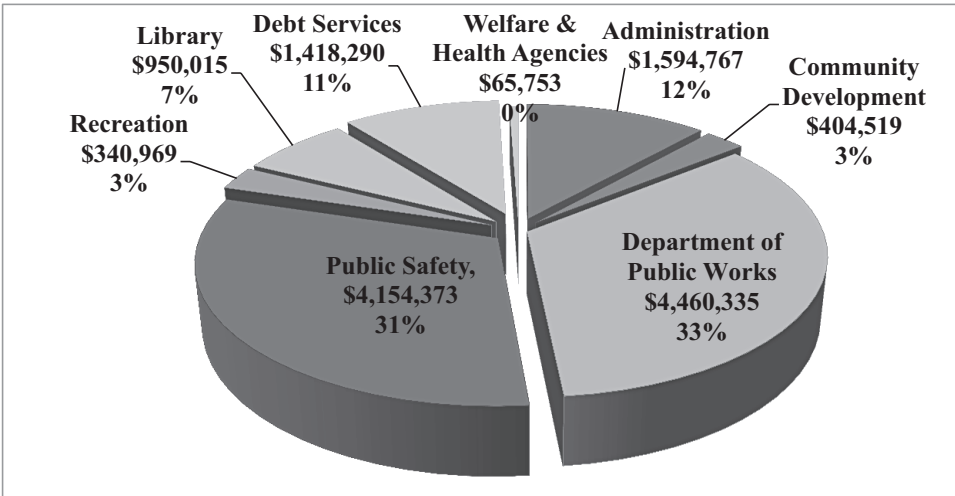
<b>Revenues (Regular)</b>	<b>FY15 Total Revenues</b>	<b>FY16 Total Revenues</b>	<b>FY17 Budgeted Revenues</b>	<b>FY17 Actual as of 12/28/16</b>	<b>FY18 Budgeted Revenues</b>
Gravel Tax	\$ -	\$ 177	\$ -	\$ -	\$ -
Yield Tax Rev. - Current	\$ 7,931	\$ 15,686	\$ -	\$ 3,024	\$ -
Pmts. in Lieu of Taxes	\$ 30,251	\$ 31,233	\$ 32,431	\$ 31,158	\$ 32,431
Liens - Redeemed	\$ (1,129)	\$ (15,616)	\$ 1,000	\$ -	\$ 1,000
Int. & Penalties on Taxes	\$ 146,137	\$ 143,886	\$ 130,000	\$ 36,275	\$ 130,000
Cable Franchise Fee/UCC	\$ 201,089	\$ 210,273	\$ 200,000	\$ 54,382	\$ 200,000
MV Permit Fees	\$ 2,492,828	\$ 2,615,056	\$ 2,500,000	\$ 1,247,375	\$ 2,500,000
Permit Fees	\$ 121,451	\$ 87,864	\$ 70,000	\$ 44,582	\$ 70,000
Other Licenses Permits Fees	\$ 29,124	\$ 51,998	\$ 50,000	\$ 5,944	\$ 50,000
Meals/Rooms Tax	\$ 545,168	\$ 541,914	\$ 541,914	\$ 583,076	\$ 541,914
Hwy. Block Grant	\$ 285,873	\$ 323,224	\$ 323,501	\$ 194,101	\$ 323,501
State/Fed. Forest Land Reimb.	\$ 11	\$ 11	\$ 11	\$ -	\$ 11
Other incl. R.R. Tax Reimb.	\$ 37,434	\$ 29,102	\$ 381	\$ 811	\$ 381
Other Intergovernmental Revenue	\$ 79,810	\$ 82,686	\$ 82,686	\$ -	\$ 82,686
Income from Depts	\$ 432,760	\$ 454,080	\$ 435,000	\$ 3,959	\$ 435,000
Landfill Income	\$ 75,997	\$ 80,487	\$ 75,000	\$ 45,714	\$ 75,000
Sale-Munic. Prop.	\$ 27,728	\$ 17,533	\$ 12,000	\$ 459	\$ 12,000
Int. on Invests	\$ 79,701	\$ 87,840	\$ 63,000	\$ 19,616	\$ 63,000
Other Rev. (Fines)	\$ 7,158	\$ 5,915	\$ 1,500	\$ 6,310	\$ 1,500
Other -Ins. Loss Recovery	\$ -	\$ -	\$ -	\$ -	\$ -
Contrib./Donation	\$ 15,450	\$ 25	\$ -	\$ -	\$ -
Misc. Refunds	\$ 3,683	\$ 4,144	\$ -	\$ -	\$ -
<b>Subtotal (Regular)</b>	<b>\$ 4,618,455</b>	<b>\$ 4,767,518</b>	<b>\$ 4,518,424</b>	<b>\$ 2,231,072</b>	<b>\$ 4,518,424</b>

<b>BUDGET COMPARISON</b>	FY17 Operating	FY18 Operating		
	Budget	Budget Proposal	Delta \$	Delta %
<b><u>Administration</u></b>				
General Government Executive	\$357,611	\$382,993	\$25,382	7.1%
Election, Registration, Vital Statistics	\$177,797	\$182,872	\$5,075	2.9%
Legal Expenses	\$99,000	\$44,001	(\$54,999)	(55.6%)
Personnel Administration / Insurance	\$203,434	\$209,845	\$6,411	3.2%
Property / Liability Insurance	\$130,000	\$135,376	\$5,376	4.1%
Health Agencies and Hospitals	\$45,000	\$45,000	\$0	0%
Welfare (Direct Assistance)	\$25,202	\$20,753	(\$4,449)	(17.7%)
Patriotic Purposes	\$8,500	\$8,500	\$0	0%
Amherst Heritage Commission	\$1,420	\$1,420	\$0	0%
Conservation Commission	\$14,150	\$21,945	\$7,795	55%
<b><u>Finance</u></b>				
Financial Administration	\$305,227	\$305,892	\$665	0.2%
<b><u>Tax &amp; Assessing</u></b>				
Tax Collection	\$120,465	\$129,426	\$8,961	7.4%
Assessing and Revaluation of Property	\$169,793	\$172,497	\$2,704	1.6%

BUDGET COMPARISON	FY17Operating	FY18 Operating		
	Budget	Budget Proposal	Delta \$	Delta %
<b><u>Community Development</u></b>				
Planning Board	\$49,667	\$48,860	(\$807)	(1.6%)
Zoning Department	\$335,912	\$355,659	\$19,747	5.9%
<b><u>Department of Public Works</u></b>				
General Government Buildings	\$296,943	\$313,583	\$16,640	5.6%
Cemeteries	\$32,032	\$34,346	\$2,314	7.2%
Public Works Administration	\$480,530	\$493,004	\$12,474	2.6%
Department of Public Works	\$2,836,895	\$2,984,694	(\$52,201)	5.2%
Street Lighting	\$23,000	\$24,230	\$1,230	5.3%
Souhegan Regional Landfill District	\$350,635	\$335,635	(\$15,000)	(4.3%)
Parks and Grounds	\$13,890	\$13,081	(\$809)	(5.8%)
Landfill Department	\$241,054	\$261,762	\$20,708	8.6%
<b><u>Police Department</u></b>				
Police Department	\$2,291,194	\$2,454,843	\$163,649	7.1%
Public Safety Communications	\$408,201	\$426,797	\$18,596	4.6%
Animal Control (Dog Officer)	\$401	\$401	\$0	0%

BUDGET COMPARISON	FY17 Operating	FY18 Operating		
	Budget	Budget Proposal	Delta \$	Delta %
<b><u>Fire Rescue</u></b>				
Fire Department	\$674,949	\$679,068	\$4,119	0.62%
Emergency Management	\$8,501	\$8,501	\$0	0%
Emergency Medical Services	\$602,216	\$582,607	(\$19,609)	(3.3%)
Health Administration	\$2,156	\$2,156	\$0	0%
<b><u>Library</u></b>	\$881,950	\$950,015	\$68,065	7.7%
<b><u>Recreation Department</u></b>				
Recreation Department	\$318,975	\$340,968	\$21,993	6.9%
Peabody Mill Environmental Ctr.	\$6,000	\$1	(\$5,999)	(99.9%)
Long Term Bonds/Notes				
Princ. - Long Term Bonds/Notes	\$ 1,205,600	\$1,206,000	\$400	.03%
Int. - Long Term Bonds/Notes	\$ 177,810	\$212,290	\$34,480	19.4%

**FY18 Proposed Budget Summary**



## FY18 Tax Impacts

				Tax on typical \$352,000 home
FY18	Article	Gross amount	/ \$1,000	
A22	Operating Budget	\$13,389,021	\$7.91	\$2,784
A23	Contingency	\$0	\$0.00	\$0
A24	Police Union Contract	\$53,363	\$0.03	\$11
A26	Assessing CRF	\$25,000	\$0.01	\$5
A27	Communications CRF	\$25,000	\$0.01	\$5
A29	Fire vehicle CRF	\$200,000	\$0.12	\$42
A30	Ambulance CRF	\$50,000	\$0.03	\$10
A31	Bridge CRF	\$115,000	\$0.07	\$24
A32	Computer CRF	\$15,000	\$0.01	\$3
A33	Elderly, Blind, Disabled Exemptions	\$17,219	\$0.01	\$4
A34	All Service Veterans' Tax Credit	<u>\$204,000</u>	<u>\$0.12</u>	<u>\$42</u>
	FY18 Operating Budget & Warrants	\$13,893,603	\$8.32	\$2,930

## WAYS & MEANS COMMITTEE ANNUAL REVIEW

The Amherst Ways and Means Committee (W&M) is called upon to examine and provide an outside report on all planned appropriations and finances of the town. To do so, W&M has spent the last several months reviewing records of the town's revenues and expenditures. Additionally, our members interviewed the head of each town department to inquire into the details of planned FY 18 expenditures and proposed initiatives. Thereafter, we conducted a line-by-line comparison of the town's overall proposed budget for FY18 with actual spending over the past several years. This level of detailed attention cannot be expected from every Amherst voter, so W&M members agree to perform it and to make our conclusions available to the voters to help them in making informed decisions.

The short answer: W&M agrees with the BOS's proposed FY18 Budget, except for:

Police Department – The Amherst Police Department requested the BOS approve the addition of a patrol officer to the town's police department to help improve the service that the police department provides to the town. The BOS approved adding a new police officer which will cost the taxpayers an additional \$85,000 a year (under the current Police Union contract—more if the proposed new contract is approved by the voters). W&M unanimously disagrees and does not recommend the addition of a new officer this year. Based on our study of Amherst crime data, W&M does not see a need for, or a benefit to the taxpayers from, additional patrol coverage. The Police Department represents one-sixth of the town budget. W&M believes that permanently increasing the size of the force must be tied to benefits for the residents that are commensurate with the increased costs to the taxpayers.

Department of Public Works (DPW) – The DPW requested an additional \$200,000 be added to the road maintenance budget. After initially approving this request, the BOS denied it. W&M believes that this is short sighted. The DPW road maintenance budget has historically been underfunded.

Over the past few years, road reconstruction has been funded by approximately \$2,000,000 of road bond money each year, along with the road maintenance budget (ranging from \$600,000 to \$980,000—it's current level). Without a new road bond (for which there appears to be little enthusiasm) Amherst will have only the road maintenance budget available to continue the good work on our roads. W&M believes that increasing the road maintenance budget over the next few years is prudent, so that when the road bond funds are spent, the maintenance budget is at least adequate to keep Amherst roads at their current quality level.

Library – The Library has an annual budget of just under \$1,000,000, but is asking for an additional \$6,400. W&M believes that the Library is more than adequately funded within the current budget and that whatever needs these funds are planned to be used for can be addressed from within their current budget.

Without knowing what these supplemental funds would be used for, and why they were not included in the appropriate Library budget line items, W&M cannot support the Library's request.

In all other respects, W&M applauds all town department heads, the Town Administrator, and the BOS members for their hard work. The proposed budget is "tight". The percentage increase in the town budget is below last year's requested increase, and the proposed tax impact of all the proposed Warrant Articles (if all were approved) is significantly less than the tax impact of last year's proposed Warrant Articles.

Respectfully submitted,

FY 18 Amherst Ways & Means Committee

John D'Angelo -- Chairman  
April Savino -- Member  
Peter Moustakis -- Member  
Dan Ferris -- Member  
Russ Thomas -- Alternate

Jason Lozzi -- Secretary  
Maggie Paul -- Member  
Sarah Bonnoit -- Member  
David Sullivan -- Alternate



## ASSESSING , 2016 YEAR IN REVIEW

This past year KRT Appraisal completed a statistical update, revaluing all properties in town. The revaluation, as required by New Hampshire law, must be completed every five years. The primary purpose of this requirement is to bring property assessments more in line with market values and to ensure proportionality of assessment. The town's last update occurred in 2011. Since 2011 the real estate market has shown increasing sale prices which are reflected in the current 2016 assessments. These sales are available online or here at the Assessing Office. The town website provides information to help understand the process along with information to appeal an assessment. The deadline to file abatement is March 1<sup>st</sup>.

There will be two proposed Warrant Article's on the March 2017 Ballot. One that enables towns and cities to adopt an "All Veterans Tax Credit", and the other to adjust the amounts for the Elderly, Blind, and Disabled Exemption.

The New total values as of April 1, 2016 for the Town of Amherst are as follows:

Residential .....	\$1,441,388,305
Commercial .....	\$212,421,300
Utilities .....	\$48,973,200
Current Use.....	\$844,400
Exempt .....	\$94,895,800
Total .....	\$1,798,523,005

Property Tax Exemptions totaled \$10,062,568, while Property Tax Credits totaled \$276,000.

In Amherst, the War Veteran's Tax Credit is \$500 ; Totally & permanently disabled Veterans, spouses or widows, and the widows of Veterans who died or were killed is \$1,400 who meet the specific service dates according to RSA 72:28. If the criteria for both are met then the credit would be \$1900.00 per year.

The 65-74 Senior Property Tax Exemption is \$71,000, the 75-79 Senior Property Tax Exemption is \$107,000, and the 80 years of age and older Senior Property Tax Exemption is \$142,000. This exemption reduces the total assessed value of the property. Amherst also provides a Blind Property Tax Exemption of \$35,000, and a Disabled Property Tax Exemption of \$61,000. These exemptions reduce the total assessed value of the property. If you would like to find out more information for exemptions, tax credits, and qualifying criteria stop by the Assessors' Office Monday through Friday 8am. to 4pm. or look us up on line at [www.amherstnh.gov/assessor](http://www.amherstnh.gov/assessor).

The Assessing staff would like to thank all property owners who facilitated an inspection of your property to update the records with accurate data. Whether it was for a building permit, quarterly review, or sales review relevant to our Statistical Update, your cooperation is appreciated.

## SCHEDULE OF TOWN PROPERTY

Property	Map & Lot(s)	Address	Assessment
Town Hall & Cemetery	18-42	2 Main Street	1,237,000
Library & Land	17-7	14 Main Street	1,004,500
Highway Dept. Land & Bldgs.	6-69	22 Dodge Road	483,700
Police/Rescue/Fire Land & Bldgs.	6-94	175 & 177 Amherst Street	2,129,000
South Fire Station	2-127-3	62 Stearns Road	288,300
Baboosic Lake Beach & Bldg.	24-13-2	25 Broadway	157,300
Baboosic Lake Land	24-13-1	20 Broadway	49,200
Baboosic Dump	6-86	92 Broadway	61,400
Jones Lot	2-26-1	37 Old Nashua Road	103,500
Meadowview Cemetery	5-172	Foundry Street	489,700
Tool House	5-172	Foundry Street	30,300
Howard Cemetery Addition	17-51	End of Sunset Road	180,000
Chestnut Hill Cemetery	11-0-0-T	107 Chestnut Hill	14,700
Cricket Corner Cemetery	4-94-1	Boston Post & Corduroy Rds.	6,200
Potters Field	1-1-32	Ponemah Road	8,500
Souhegan Regional Landfill	8-9-1	260 Route 101	310,500
Thibodeau Land	2-163	463 Boston Post Road	400
Kurtick Land	3-34-3	Merrimack Road	200
Cemetery Field	4-25	69 Merrimack Road	351,700
Winslow Pit	2-26-2-2	Old Nashua Road	14,400
Peabody Mill Center	10-7	66 Brook Road	405,700
Peabody Mill Center	10-8	65 Brook Road	23,600
20 Greenwood Drive	24-61-1	20 Greenwood Dr	300
22 Greenwood Drive	24-61-2	22 Greenwood Dr	300
38 Colonel Wilkins Road	3-53	38 Colonel Wilkins Road	8,900
Church Steeple	17-66-1-A	11 Church Street	200,000
Corduroy Road	4-16-1	Corduroy Road	4,800
2 Fernwood Lane	4-52-38	2 Fernwood Lane	54,100
Limbo & Narragansett	18-48	Limbo & Narragansett	64,400
Corn Crib & Blacksmith Shop	6-28	Baboosic Lake Road	5,500
Devine Land	3-36-4	Ponemah Road	17,000

<b>Town Parks</b>	<b>Map &amp; Lot(s)</b>	<b>Address</b>	<b>Assessment</b>
Village Tennis Courts & Land	17-13	5 Davis Lane	119,700
Village Fire Station Land	17-26	105 Boston Post Road	66,600
Sullivan Land	20-4-1	10 Oak Hill Drive	6,800
Courthouse Common	16-15	Courthouse Rd. & Middle St.	2,000
Pierce Common	17-17-4	Pierce Lane	12,800
Spalding Common	17-10	Amherst & Main Streets	132,700
Huntington Common	16-14	155 Amherst & Courthouse	5,700
School Street Park	17-17-2	Main & Middle Streets	15,200
Mack Hill Common	19-21	Mack Hill & Jones Roads	700
Carriage Road Common	17-17-1	Carriage Road & Main St.	7,700
Main Street Common	17-17-3	Main Street	96,000
Boston Post Village Common	17-17-6	Boston Post Rd. & Middle St.	8,300
Civil War Common	17-17-5	School & Middle Streets	14,400
Triangle at Broadway	24-3	36 Broadway	700
Skating Rink	17-83-1	13 Middle Street	144,000
Beaver Brook Park	18-41-1	7 Manchester Road	118,000
Joshua's Park	16-24-5	Courthouse Road	148,200
<b>Tax Deeded Property</b>	<b>Map &amp; Lot(s)</b>	<b>Acreage</b>	<b>Assessment</b>
19 Broadway	24-19	0.14	7,300
1 Corduroy Road	4-16	1.00	49,500
35 Broadway	24-11	0.04	400
Route 101	6-65	0.70	200
4 Brookwood Drive	21-3	0.56	69,300
49 Baboosic Lake Road	6-47-1	2.88	118,000
32 West Street	25-29	0.22	22,400
Route 101 (Rear)	6-122	1.18	1,900
118 Christian Hill Road	5-74	5.00	169,400
27 Ravine Road	6-108-2	0.90	8,300
25 Ravine Road	6-108-3	0.90	4,100
69 Broadway	25-12	0.66	110,900
Route 101E	8-49	4.20	233,400
11 Old Nashua Road	2-19-1	5.50	100,300

6 Brimstone Hill	5-103-8	1.60	127,600
6 Nathaniel Drive	8-16-4	1.70	117,000
51 Baboosic Lake Road	6-47-2	2.00	48,000
2 Clark Avenue	25-26	0.94	92,800
Northfield Road	4-4-23	0.55	7,500
Northfield Road	4-4-24	0.23	3,400
33 Christian Hill Road	5-144	1.20	11,200
Boston Post Road	4-14-19	1.30	50,900
Lyndeborough Road	5-63-1	0.06	0
16 Milford Street	25-104	0.03	100

### **Tax Deeded Land**

<b>Managed by Conservation</b>	<b>Map &amp; Lot(s)</b>	<b>Acreage</b>	<b>Assessment</b>
Lyndeborough Road (Rear)	5-89	5.88	5,900
Boston Post & Corduroy Rds.	4-16-2	2.50	4,200
Lyndeborough Road (Rear)	5-87	5.40	5,500
1 & 3 Stearns Road	2-115	6.00	154,000
2 Fairway Drive	4-34-23	14.00	32,600
63 Old Manchester Road	8-77-10	17.50	112,400
17 Windsor Drive	2-146-55	0.77	50,400
19 Windsor Drive	2-146-56	0.70	98,000
21 Windsor Drive	2-146-57	0.80	102,000
Fairway Drive (Rear)	4-34-25	3.50	1,000
Grater Road	6-19,6-19-1,2,3,4,5	13.51	385,000
24 Old Mont Vernon Road	7-76	17.91	183,100

<b>Land Managed by Conservation</b>	<b>Map &amp; Lot(s)</b>	<b>Acreage</b>	<b>Assessment</b>
Rt 101, Bedford	30-15-29	44.40	5,724
Rt 101	8-54-1	59.26	413,300
363 Rt 101	8-56	18.53	201,600
Christian Hill Road	5-109	46.94	452,400
Bate Road Rear	7-62-1	30.00	423,300
Walnut Hill Road Rear	6-122-1	2.00	13,200

<b>Conservation Land</b>	<b>Map &amp; Lot(s)</b>	<b>Acreage</b>	<b>Assessment</b>
Brook Road	9-2,10-2,4,6,7,10-1,40-1 et al	558.00	1,228,900
61 Boston Post Road	5-152 et al	47.00	222,500
35 Thornton Ferry I & Cobbler Ln.	6-112-2, 6-115-4	19.00	26,000
15 Mont Vernon Road	7-91	40.66	331,400
Simeon Wilson-Near the River	2-145-4	10.00	201,500
B & M Railroad	6-120,121	16.19	31,800
Thornton Ferry II Road Rear	4-52-54	11.11	23,200
Thornton Ferry II Road Rear	4-55	2.00	6,500
46 Christian Hill Road	5-107-5	2.50	57,500
Baboosic Lake Road Rear	6-30-6	8.79	2,700
73 Broadway	25-103	2.30	37,400
7 Manhattan Park	2-31-6	1.86	1,200
55 Lyndeborough Road	5-82-8	9.98	144,500
Austin Road Rear	8-11	32.00	117,000
Nathaniel Drive Rear	7-800	60.00	112,200
Fairway Drive Rear	4-35	6.00	5,100
Lyndeborough Road Rear	5-62,65,65-1,66,75-1	68.00	422,600
52 Lyndeborough Road	5-68	10.00	137,100
23 Holly Hill Drive	8-49-41	1.69	109,300
12 Holly Hill Drive	8-49-39	1.50	108
21 Greenbriar Lane	10-5-18	1.50	126,500
75 Boston Post Road	5-150	1.40	57,000
14 Austin Road	7-42	93.00	978,300
9 Austin Road	8-10	35.00	263,000
22 Old Mont Vernon Road	7-73-1	6.10	152,200
15 Old Coach Lane	21-20-62	0.80	102,000
3 Eaton Road	5-135	54.71	374,600
2 & 4 Eaton Road	5-130	2.00	133,500
36 Lyndeborough Road	5-63	4.40	92,300
Pond Parish Road Rear	6-24	173.28	159,800
10 Green Road	5-115	18.38	208,400
Horace Greeley Road	8-26	60.00	204,000

5 Thornton Ferry II, 402 Boston Post	2-140, 4-48	44.00	119,800
226 Route 101	8-1-1	70.00	454,900
Mack Hill Road	7-64	7.50	56,800
Horace Greeley Road	8-24-1	20.00	75,700
Pond Parish Road	6-1-1	28.11	289,000
Pinetop Road	7-63	11.00	87,000
Pine Top Road	7-47-6	25.2	146,200
Grater Road	6-20-3	4.12	69,100
Brook Road	11-68	20.00	75,700
Sutton Court	10-71	436.85	777,500
Spring Road	4-158	5.09	10,000
153 Wilson Hill Road, Merrimack	4A-006	6.70	160,100
Spring Road	4-157-1	26.63	299,800
Merrimack, NH	4A-007	3.50	16,200
Huckabee Farm Lane	10-59-5	41.36	509,900
Horace Greeley Road	8-17	17.80	1,200

<b>School Property</b>	<b>Map &amp; Lot(s)</b>	<b>Address</b>	<b>Assessment</b>
Brick School & Chapel Museum	17-82	1 School Street	734,600
Middle School	2-145	14 Cross Road	7,380,400
Souhegan High School	2-145-5	412 Boston Post Road	24,846,000
Clark School	17-33	14 Foundry Street	1,593,400
Wilkins School	19-11	80 Boston Post Road	5,289,200
Simeon Wilson Road Fields	2-141-3	Simeon Wilson Road	86,000
Amherst School District	2-142-0	418 Boston Post Road	315,000
Amherst School District Bean Fields	2-142-1	Boston Post Road	123,300
Amherst School District	2-144-0	4 Cross Road	292,100
Amherst School District	6-96-0	13 Baboosic Lake Road	161,200
Amherst School District	6-116-0	Baboosic Lake Road	199,100
Amherst School District	6-119-0	Route 101 (Rear)	3,900
ASD Spalding Field	5/97	10 Davis Ln/Christian Hill	196,100

<b>Conservation Restrictions</b>	<b>Map &amp; Lot(s)</b>	<b>Acreage</b>	
Austin Road	8-5	34	213,300
New Boston Road	7-70	24.27	15,000
Boston Post (Atherton)	5-16	3	0
Baboosic Lake Rd	6-28	109.9	0
Parker Farm Ln Open Space	6-28-1	23.4	0
Grater Road	6-20	18	6,800
Grater Road	6-20-1	3.64	67,000
New Boston Road	7-80-1	2.35	15,000
Lyndeborough Road	5-84	21	278,400
Christian Hill Road	5-164	28	224,600
Tanglewood Way	7-82	21.72	8,100
Route 13	5-75	27	456,400

## OFFICE OF COMMUNITY DEVELOPMENT

The Community Development Office strives to effectively manage community change in accordance with the Town of Amherst Master Plan and the Town's ordinances and regulations. This is done by providing professional advice and technical expertise in a fair and consistent manner to citizens, boards, commissions, departments and regional agencies on the implementation of land use ordinances, regulations and policies for both short- and long-term physical, economic, and community development of the Town. The office provides a variety of services, including:

- Land development review
- Master planning/long range planning
- Building permitting and inspections
- Administration of zoning laws
- Health and safety
- Economic development: commercial, industrial and small business

The Office includes the Building, Code Enforcement, Planning, Zoning and Economic Development Departments. It also provides support to the Town's Zoning Board of Adjustment, Planning Board, Historic District Commission, Conservation Commission, and the Heritage Commission. In support of the commissions and boards, the Office has become the central repository for all land use related plans and documentation, and the central communication hub for all land use boards. This dynamic office is supported by four staff members:

- Debra Butcher, Community Development Assistant
- Scott Tenney, Building Inspector, Deputy Health Officer, and Code Enforcement Official
- Simon Corson, Planner
- Gordon Leedy, Community Development Director, Zoning Administrator, and Code Enforcement

The Office of Community Development saw significant changes over the 2016 fiscal year and the beginning of 2017. We said goodbye and thank you to Colleen Mailloux, Director for her almost three years of service to the town. In filling the open position, the Town welcomed Gordon Leedy as Director. An entry level Planner has been added to our staff to assist our land use boards, and to help with various planning efforts.

Development activity remained stable in 2016 with no significant change in the commercial or residential sectors. The Office has continued to improve the application, inspection and code enforcement procedures and has seen improvements in the efficiency of permit processing and review. It is of the utmost importance to the Department that we provide excellent information and service to our residents, local businesses and the construction community while maintaining the integrity of construction in Amherst.

The Office has continued efforts to improve land use regulations and the Zoning Ordinance for consistency with state statute and to ensure that development proposed in



the Town of Amherst is consistent with the Town's Master Plan. The Community Development Office, working with the Planning Board, saw an amendment to the Zoning Ordinance successfully adopted at Town Meeting to allow accessory (in-law) apartments, consistent with newly adopted state law. This ordinance allows accessory apartments in all residential districts and modifies allowed size and occupancy restrictions.

As authorized at the last Town Meeting vote, the Community Development Office is undertaking a feasibility study to determine what options exist for bringing sanitary sewer service to the commercial/industrial area adjacent to Route 101A. If possible, bringing sewer to this area will enhance options for high value development in the industrial area, building our non-residential tax base. This effort will also help protect our water resources, eliminating a potential source of groundwater contamination.

I would like to take this opportunity to thank the members of the Boards and Commissions who dedicate their time to making Amherst a great place to live and work. I would also like to thank the Office of Community Development staff for their dedication and support; together the staff was responsible for assisting our land use boards and committees with approximately 52 public meetings and 49 land use applications, and processing 1,104 building permits this year.

Respectfully submitted,

R. Gordon Leedy, Jr., AICP  
Community Development Director

## Office of Community Development- 2015 Statistics

<b>Building Permit Applications</b>	
New Residential	12
Residential Additions/Alterations	302
Commercial/Industrial (additions/alterations)	18
Commercial/Industrial new	2
Signs	52
Pools	1
Demolition	4
Septic Systems	40
Electrical Permit for Generator	30
Electrical Permit (non-generator)	235
Plumbing	87
Mechanical	313
Home Occupations	8
<b>Total # of Building Permit Applications</b>	<b>1,104</b>
<b>Total # Building Inspections</b>	<b>721</b>

<b>Planning Board Applications</b>	
Scenic Road Hearings	3
Non-Residential Site Plans (NRSP)	3
Subdivision	6
Discussions	2
Conditional Use Permit	2
<b>Total</b>	<b>16</b>

<b>Historic District Commission Applications</b>	
New Building	2
Building Additions	5
Exterior Alterations	10
Accessory Structures	0
Mechanical Equipment	1
Other	4
<b>Total</b>	<b>22</b>

<b>Zoning Board of Adjustment Applications</b>	
Variance	12
Special Exception	0
Appeal of Administrative Decision	1
<b>Total</b>	<b>13</b>

## DEPARTMENT OF PUBLIC WORKS

In August an assistant public works director was added to the management team. The addition of this position will address deficiencies identified in the Matrix evaluation and increased Stormwater challenges.

Our fulltime mechanic was deployed to the Middle East. We were fortunate to have internal staff resources to fill the mechanics roll and a temporary part time employee who committed to a forty hour workweek.

Road construction season (April-November) 2017 will complete the fifty-two sections identified in the 2010 road bond. As part of the 2017 Strategic plan presentation, all roads were internally re-evaluated and coded “red” (reconstruction), yellow (mill, fill, overlay), and green (maintain). Selectmen, Town Administrator, and DPW staff continue to evaluate appropriate funding mechanisms to improve road quality.

### **Roads**

Reconstruction, a combination of bond and budget funding through the 2016 season

Baboosic Lake Road	3,918 linear feet
Guardrail	
Caldwell Drive	1,447 linear feet
Colonel Wilkins Road	3,958 linear feet
Craftsman Lane	1,080 linear feet
Eastern Avenue	2,410 linear feet

Perfluorooctanoate Acid (PFOA) has been found in several wells requiring new post construction watermain. This work is being financed by responsible parties and the road will return to its post reconstruction state.

Miles Road	635 linear feet
Parkhurst Road	1,196 linear feet
Pond Parish Road	7,256 linear feet
Pulpit Run	2,774 linear feet
Ralmar Rd	847 linear feet
Thistle Drive	1,390 linear feet
Willow Lane	<u>1,279</u> linear feet
<b>Total</b>	28,190 linear feet or 5.34 miles

Proposed 2017 reconstruction work under consideration includes,

Boston Post Road (New Boston Rd – T/L)  
Dodge Road  
Christian Hill Road (Eaton Rd – Green Rd)  
Old Manchester Road  
Manchester Road  
Ponemah Hill Road  
Mack Hill Road (Manchester Rd – Jones Road)

## **Bridges**

A bridge is defined as a structure or series of structures spanning a distance of ten or more feet. Throughout the state, the preferred replacement method of the 70's and 80's was large steel culvert pipes. History has proven this cost effective method did not work out so well. Recently, in an effort to extend culvert life, we investigated cathodic protection. We felt the research important, but presently, this too did not prove cost effective.

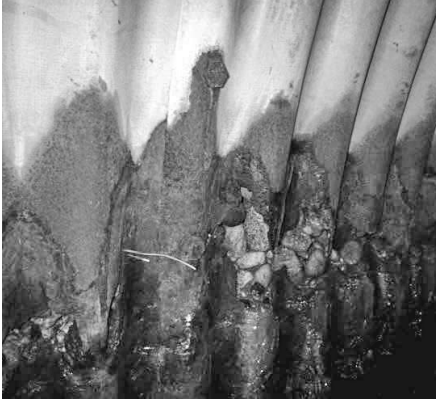


Figure 3 Photo of preceding stone slab bridge at the site, removed 1980. "Downstream side." (Source: NHD Bridge Inventory Card, dated 27 April 1949).

Bridges listed below have been placed in the NHDOT bridge replacement (80%) program

Horace Greeley Road Bridge  
Mont Vernon Road Bridge

Thornton Ferry Road I Bridge  
Brook Road

Using DPW employees we were able to take advantage of the unusual dry summer, repair the New Boston Road Bridge (near Mont Vernon T/L), and await NHDOT re-inspection after which it will be successfully removed from the state replacement list.

We identified four large diameter culverts (see below) distressed with age but not meeting DOT's bridge definition. Any one of these could create road closures lasting months. We're initiating a pro-active prioritization/ replacement program and beginning the laborious and expensive, state and federal permitting process.

Boston Post Road (near Meadow Lane)  
Northern Blvd

Ponemah Hill Road  
Spring Road (near Lynch Farm Rd)

### **Project Tracking**

We've started a manual method of documenting routine maintenance work by staff with the intention of improving our record keeping using Asset Management Software as recommended in the Matrix report. In a seven month period, a summary of many of the man-hours were spent include:

Cutting brush	1,034 hours
Patching roads	277 hours
Grading roads	178 hours
Town building maintenance	339 hours
Road sign maintenance	84 hours
DPW sander bay construction	38 hours
Catch basin & culvert repair	125 hours
Ditching and shoulder work	466 hours
Guardrail repair	21 hours

Concern reports received by phone or walk in's - 134

Additional work by outside resources includes Catch basin cleaning (385) and approximately thirty-five mile of street sweeping.

DPW manpower resources assist in support of or during the following community events; Elections, Veterans Day, 4<sup>th</sup> of July, Memory tree, Cider festival, Conservation events, flag raising and lowering events.

### **EPA Stormwater update**

In New Hampshire (since 2003), federally mandated requirements under the Clean Water Act are dictated by the U.S. Environmental Protection Agency (EPA) in conjunction with NH Department of Environmental Services (NHDES). Amherst must annually report (to both agencies) in detail, how it manages designated minimum control requirements;

#### **Public Education/Outreach**

- Public Involvement and Participation
- Illicit Discharges Detection and Elimination
- Construction Site Runoff Control
- Post Construction Stormwater Management in new and redevelopment
- Pollution Prevention / Good Housekeeping measures

EPA has drafted and redrafted since 2008, more stringent regulations which include lists of impaired or threatened waters (google NH 303 (d) list). In spite of positive returns from the Baboosic Lake Community Septic and aggressive Stormwater initiatives, several Amherst waterbodies are listed and in upcoming years, will require cleanup strategies with possible crippling financial impact to the town.

Release of the new federal permit is scheduled for January 2017.

### **Town Buildings**

We perform or manage routine electrical, plumbing, and HVAC maintenance for all nine buildings. More involved and specific work includes:

Library – remainder of roof was stripped and re-shingled, exterior trim painting (spring 2017)  
 Town Hall – brick repair at the main entrance with further work scheduled for spring, some interior painting  
 Recreation Office -new paint on the building exterior, several new windows, new floor joists, underlayment, and carpeting

### **Town Commons**

With assistance from seasonal summer staff and Hillsborough County Community workers, our dedicated part time mowing staff of two maintained eleven acres of commons and around town buildings

### **Transfer Station**

In the most recent twelve month period, Amherst residents generated 2,693.76 tons of trash at a cost of \$191,256.96. Commingles, news print & magazines, cardboard, aluminum cans, mixed paper, mixed glass, steel cans, and opaque plastic generated 795.62 tons of recyclables with a \$43,404.36 return on investment or a cost avoidance of \$99,893.38

Approximately fifteen hundred gallons of waste oil is recycled annually using a positive pressure furnace to heat the five bay public works garage.

Household Hazardous Waste the Town of Amherst is a member of the Nashua Regional Solid Waste Management District a division of the Nashua Regional Planning Commission (NRPC) which administrates the area program.

The 2017 collection schedule is posted at the Transfer Station, on the NRPC website [www.nashuarpc.org](http://www.nashuarpc.org) and listed below. Amherst residents can attend any of these events.

2nd to last Saturday in April, 8am-12pm, in Nashua	1st Saturday in August, 8am-12pm, in Nashua
1st Saturday in May, 8am-12pm, satellite location (usually Milford)	1st Saturday in October, 8am-12pm, in Nashua
1st Thursday in June, 3-7pm, in Nashua	1st Saturday in November, 8am-12pm, in Nashua

In closing, in meeting taxpayers expectations, public works projects by their very nature create delays to the motoring public. We thank residents for their understanding, and the board of selectmen, town administrator, other department heads and boards for their wisdom and guidance.

Respectfully submitted,

Bruce W. Berry Director

## EMERGENCY MANAGEMENT

The Emergency Management function of the Town serves to prepare our community to address disasters, both natural and manmade, in a manner that minimizes personal injury and damage. In addition, the Emergency Management Team, comprised of key elected and appointed officials in town, opens the Emergency Operations Center whenever necessary to manage events that arise during the year. We were very fortunate in that we did not have a significant event in 2016 that would have had us utilizing the Emergency Management Team and opening up the Operations Center.

The Emergency Management Team works throughout the year analyzing potential risks and updates as needed our Mitigation Plans. The team meets and communicates as necessary during the year to work on these plans and monitors any changes that maybe taking place in the community and address them as needed. Additionally, as the Emergency Management Director I meet with and work with our Citizen's Emergency Response Team (CERT). This team assists the emergency services during large Town events such as the fireworks display and the 4<sup>th</sup> of July parade. Specifically, they assist with parking and keeping the traffic moving along.

They are also a huge help during the times when there are large scale power outages as they man the Central Fire Station as residents come in to get warm or to fill buckets of water to take back with them. They have also been used to go door to door to check on some of the residents in town and used to assist with traffic control when the emergency services need a road closed.

It is important for every Amherst citizen to know the town subscribes to CODE RED Emergency Notification system. This program allows your community emergency management to make notifications to its citizens via land-line and cellular telephone. This system has been used several times in recent years. The Code Red system has a data base that it utilizes, but it is only as good as the information entered. Please go to the Town of Amherst website to learn more about this system, to sign up for the notification service, and to update your contact information. Additionally, social media has become a good source for us to get information out to the public.

Amherst Emergency Operations Center utilizes a variety of systems to stay in contact with state and federal resources during a major event. Primarily, this is done by telephone lines; however, we also utilize the internet. As a backup, we utilize Amateur Radio Emergency Services (ARES) to come in with their equipment and directly communicate with the EOC in Concord.

Respectfully submitted,

Matthew J. Conley,  
Fire Chief & Emergency Management Director

## AMHERST FIRE RESCUE

July 1, 2016 marked the one year anniversary for our divisions of EMS and Fire operating as a single organization known as Amherst Fire Rescue. We continue to add to the number of men and women we have as emergency responders for our community. Our total number of responders between both divisions is 95 of which 49 are cross trained and have the ability to respond as firefighters or emergency medical providers. A large percentage of our dual certified members are able to operate at the EMT Intermediate, Advanced or Paramedic provider level.

The EMS division provides the highest quality, and most cost effective Basic and Advanced Life Support Emergency Medical Services for the communities of Amherst and Mont Vernon. The division employs an array of professional part time staff that works an average of 24 hours per week covering either two 12 hour shifts or one 24 hour shift.

The fire division is known as a combination fire protection agency. It deploys full-time paid leadership and administration supported by a volunteer/on-call membership to provide 24/7/365 coverage. Amherst is unique in New Hampshire in that has been effectively able to maintain this structure even with a population that is greater than 10,000.

Our Fire Prevention Office provides education, life safety code enforcement and inspections for all residential and business properties in town. Additionally, we also offer child car seat installation inspections. Appointments for this service can be made by contacting us at 673-1545.

In addition to responding to calls that are considered an emergency, we also respond to service calls, which include but are not limited to lift assists, issues with smoke or carbon monoxide detectors. We are in the process of instituting a File of Life program for our senior members of the community.

Our call volume continues to rise year after year, we responded to 884 emergency medical calls in 2016, which is an increase of 92 calls over 2015. We responded to 553 fire calls which is an increase of 57 over 2015.

We also look at managing our risks. As part of a safety initiative for our staff and for those that need transport to a medical facility, we purchased electric stretchers. These stretchers reduce the physical strain on our staff and are safer for the patient as they are placed in or removed from the ambulance. To increase productivity we deployed iPad tablets in our ambulances, this gives our providers immediate access to critical information as well as the ability to work on their run report when returning to town from the medical facility.

We were extremely fortunate to be the recipient of grant funding for several pieces of equipment. We are very thankful and appreciative of the funds we received from the Bertha Rogers Trust, which allowed us to purchase two



LUCAS Automated CPR Devices and upgrade and add to the number of Automated External Defibrillator's (AED's). These lifesaving devices are on fire rescue vehicles, police cruisers and in various Town buildings. The LUCAS provides continuous high quality CPR without interruption. We offer the same thanks and appreciation to the Amherst Lion's Club. As they have done in the past they provided the funding to equip our EMS division with high visibility all weather jackets to keep them safe, warm and dry. Through their continued generosity as part of their centennial committee we have been able to acquire new ice rescue suits and an ice rescue sled, which provides us with a complete ice rescue package. We are deeply grateful to have these incredible pieces of equipment. We were also successful in obtaining grant funding to further enhance the radio communications network for both Amherst Fire Rescue and Amherst Police. The final grant we received was for a child safety restraint system for our primary ambulance. We are one of the first organizations in the area to be carrying this new system which allows us to properly secure a pediatric patient while still being able to treat them. For 2017 we have two high dollar grants pending award to further enhance our emergency cardiac level of care.

One of our other initiatives is for the completion of the second floor at our Central Fire Station. This project is expected to be completed in mid-2017. Once this project is completed it will bring both divisions under one roof which will help with our ongoing efforts of working as one organization and as one team.

Amherst Fire Rescue continues to build upon the relationships we have with our mutual aid partners. These relationships are a key component when it comes to large emergency responses as the need to work with one another is crucial when it comes to mitigating these emergency events.

Our organization would not be what it is today without the dedication and commitment of the members. As Chief I cannot thank them enough for everything they do for our organization and our community.

Lastly, we are thankful to the citizens of our community for their unwavering support of our organization. We will continue to work hard to provide the highest quality and most cost effective service to those that live, work or visit the Town of Amherst.

Respectfully,

Matthew J. Conley

Chief of Department

AMHERST TOWN LIBRARY  
[www.AmherstLibrary.org](http://www.AmherstLibrary.org)

***Library Mission***

*The Amherst Town Library shall strive to provide all community residents with materials and services for their information, education and entertainment needs.*

***Library Vision***

*The Amherst Town Library is an essential, innovative community service and an accessible resource for people of all ages and backgrounds, enhancing our quality of life and affirming our sense of community.*

**2016 Statistics – Library Activity**

Circulation (total)	180,767
Adult print	56,629
Juvenile print	62,614
Digital/ Audiovisual	59,801
Total (physical) items in collection	62,567
Items added	6,416
Items withdrawn	8,770
Active patrons	5,966
New patrons	621
Meeting room use (reservations)	696
Adult program attendance	2,452
Children's program attendance	8,197

**Library Services**

- diverse collection of books (for all ages) including bestsellers, graphic novels and large print, audiobooks for your CD/ MP3 player/ smart phone, eBooks & digital magazines, videos including the latest DVDs, various eReaders and tablets (Kindle, Nook, iPad), video games, over 100 magazine and newspaper subscriptions, and music CDs
- interlibrary-loan for materials owned by other libraries
- free and discount coupons to local and Boston-area museums
- information and research services including general research, bookclub assistance, community information and referral, local history and genealogy, reader's advisory, article retrieval, and homework help
- test proxy and notary services
- tax forms
- coin-operated photocopier (black/ white and color) and fax machine
- microfilm reader

- public meeting room space for community groups
- programs and events including educational and recreational programs for adults, and storytimes/ crafts/ performances and book clubs for children
- public computers with high-speed Internet access, laser printing and wireless printing, and public WiFi
- storytimes offered offsite at local preschools
- 24x7 services through the library website including book renewal, downloadable digital audiobooks, eBooks, music and movies, museum pass and meeting room reservations, databases with magazine and newspaper articles, and more

*Respectfully submitted,*

*Amy Lapointe*  
Library Director

## AMHERST POLICE DEPARTMENT

### **Department Roster**

Chief Mark O. Reams	Officer David P. Audet
Lieutenant Anthony E. Ciampoli	Officer Justin J. Gerome
Lieutenant Chad E. Blake	Officer Heather E. Blase
Sergeant P. Derek Mahoney	Officer Joseph P. Cerra
Sergeant Patrick A. Webster	Officer Kevin R. Kelly
SRO Michael J. Knox	Officer Hans E. Chapman
SRO John H. Smith	Officer Erik J. Haglund
Detective James B. Crocker	Sharon Higley, Executive Assistant
Detective Nicholas A. Skiba	Sally Long, Crossing Guard
Officer Nathan T. Berry	Patrick McNallen, Crossing Guard
Officer Sarah D. Gacek	

Over the course of the last year, the men and women of the Amherst Police Department continued their longstanding commitment to providing the best possible level of service to the citizens of Amherst. Notable accomplishments for 2016 include:

- R.A.D. (Rape Aggression Defense) training provided by our certified instructors reaches over 100 Amherst women of all ages to date
- 25<sup>th</sup> anniversary of D.A.R.E. (Drug Abuse Resistance Education) program at Amherst Middle School
- Acquisition of Department's first polygraph machine, and training certification completed for designated operator/investigator
- Targeted enforcement of new Hands Free law, resulting in substantially higher citation rates in Amherst vs. neighboring communities
- Active participation in newly formed undercover Hillsborough County Street Crimes Task Force

With the close of 2016, the Department has trained over 100 Amherst women of all ages since the inception of our Rape Aggression Defense (R.A.D.) program in 2013. The R.A.D. self-defense program has been taught to more than 900,000 women nationwide since 1989. R.A.D is not a martial arts class, but rather, is a hands on program aimed at empowerment. RAD is a system that is designed to help women overcome the effects of sexual harassment and sexual violence by teaching awareness, assertiveness, risk reduction and avoidance, and physical defense strategies. R.A.D. allows women to acquire self-defense education in a relatively short period of time through a progressive, building block format.

This accelerated skill building eventually culminates in actual demonstrations where both the participant and instructors wear full-contact padded suits. Self-defense can be an empowering experience for women. In this class, women

learn basic confrontational principles like understanding reaction time, vulnerable target areas, personal weapons, postures of conflict, and the overall survival mindset. Training programs are conducted by the Amherst Police Department's three certified R.A.D. instructors; Lieutenant Chad Blake, Officer Heather Blase and Officer Sarah Gacek. Scheduled training programs are held at least twice each year though our instructors are available to accommodate requests for specialized group sessions. Examples to date include programs arranged for Amherst Middle School staff, members of the girl's Souhegan High School basketball team, and female high school students taking R.A.D. as a physical education elective.

The spring of 2016 saw the 25<sup>th</sup> anniversary of the Department's D.A.R.E. (Drug Abuse Resistance Education) program. Amherst police officers have taught the D.A.R.E. curriculum since 1991 through a cooperative arrangement between the Amherst Middle School and the Amherst Police Department. The D.A.R.E. program is funded in large part through the generous, annual donations of community groups such as the Amherst Junior Women's Club and the Milford Masonic Lodge.

The original curriculum was designed to be taught by a police officer to the 5th or 6th grade students once a week for seventeen weeks. This structured program went through its first revision in 1994 to include a greater emphasis on violence and nicotine. In 2003, the DARE program was again revised, and the "core" 5th grade program was reduced from seventeen to ten weeks. With that reduction came a second, follow up, component taught at the 7th grade level. The 7th grade program is integrally related and is also taught once a week for ten weeks. The core D.A.R.E. program at the Amherst Middle School had previously been provided to 5th graders, who then received follow up instruction in the 7th grade.

However, beginning in the spring of 2013, the core program shifted its focus from 5th grade to 6th grade, and is still followed up by the 7th grade program. With this change, students now receive two solid, back-to-back years of D.A.R.E. instruction for an even more meaningful and rewarding experience as they enter their last year of middle school and prepare for their transition to high school.

In 2016, the Department acquired a polygraph machine and designated an officer to attend the federally funded training course to become a certified polygraph examiner. The Amherst Police Department previously had no direct access to a polygraph machine and needed to rely on outside vendors or other police departments. In addition to pre-employment screening purposes for police officer and dispatcher positions, the polygraph machine is a strong tool used by detectives in the course of an investigation. Though not entirely dispositive of an investigation, the polygraph exam helps to confirm or dispel suspicions held by investigators regarding a particular suspect, and ultimately aids in the establishment of culpability. The polygraph exam is also a valuable

aid in the initial stages of a suspect interview, and the results of that exam can be vital in determining the direction and tenor of subsequent interrogations.

The Amherst Police Department has always maintained a steady commitment to traffic enforcement, and 2016 was no exception. Particular emphasis was paid to enforcing the Hands Free law in 2016. The law, which went into effect in July 2015, prohibits the use of any hand-held mobile electronic device while driving or stopped in traffic, and further prohibits the use of any mobile electronic device –whether hands free or not- by any driver under 18 years of age. Distracted driving is a national crisis, and has been a contributing factor in 16% of all crashes nationwide. Our own community is unfortunately no stranger to the perils of distracted driving. In December of 2013, former Amherst Fire Chief John Bachmann was struck and killed by a 20 year old driver who at the time was checking his email on his cell phone. That same month, Katie Hamilton, a 30 year old mother of three, was killed on Route 13 in Brookline when she was struck by a driver who was using a cell phone and looking at a GPS prior to the collision.

Over the last year and a half, the Amherst Police Department has issued over 236 court citations for this serious offense – first among those Hillsborough County towns and city police departments surveyed. This effort is consistent with our overall commitment to traffic safety as evidenced by the Amherst Police Department's yearly average of more than 10,000 traffic stops which far exceeds all of our neighboring communities.

Finally, 2016 saw the completion of the one-year anniversary of the Hillsborough County Street Crimes Task Force. As with other participating agencies, the Amherst Police Department provides assistance on an as-needed, as-available basis to conduct undercover investigations of drug activity and other street crimes in towns which, unlike Manchester and Nashua, have no full-time undercover units of their own. To date, over 115 arrests have been made by the task force which includes the arrest of several Amherst residents on felony drug distribution charges.

The men and women of the Amherst Police Department strive daily to help keep our community safe, and would like to thank the citizens of Amherst for their support. We pledge to provide the most professional and efficient level of service possible to our town as we fulfill our Department Vision Statement – *To promote safety, foster justice, and inspire trust.*

Respectfully Submitted,

Mark O. Reams, Chief of Police

# AMHERST POLICE DEPARTMENT

## Annual Activity

	2013	2014	2015	2016
<b>Miles of Patrol</b>	235,681	231,548	232,395	229,550
<b>MV Crashes</b>	361	365	290	394
Injuries	39	38	32	44
Fatalities	4	1	0	0
<b>Arrests</b>	617	503	532	501
Adult	430	581	466	445
Juvenile	40	36	66	56
<b>Total Crimes</b>	1,193	1,110	1,214	1,126
Arson	1	2	0	1
Assaults	44	33	34	34
Criminal Threatening	16	17	13	13
Criminal Mischief	71	41	31	51
Burglary	22	17	10	17
Criminal Trespass	10	18	15	15
Disorderly Conduct	5	8	13	6
Drug Violations	141	120	167	153
Drunkenness	35	13	8	44
DWI	53	52	52	60
Fraud/Forgery	46	47	129	109
Homicide	0	1	0	0
Liquor Law Violations	62	56	42	40
Sexual Assaults	10	4	6	6
Stolen Motor Vehicle	1	2	4	1
Thefts	280	256	191	124
Robbery	0	2	1	0
<b>Traffic Stops</b>	9,666	10,677	11,166	10,826
<b>Incidents</b>				
Alarm Calls	531	526	586	569
Animal Complaints	295	322	281	233
Assist Motorists	319	379	408	326
Building Checks	23,890	24,101	24,621	23,378
Vacant House Checks	3,803	3,690	3,701	3,798
School Safety Checks*	NA	341	333	351
Directed Patrols	8,031	8,276	9,897	9,899
Disturbances	78	87	69	61
Vehicle Complaints	503	537	484	416
Pistol Permits	208	196	239	221
Police Service	885	1,038	903	813
Suspicious Activity	402	476	367	433
911 Hang-up	80	89	46	43

\*New record keeping category beginning January 2014 for Clark and Wilkins Elementary School

## **AMHERST PUBLIC SAFETY COMMUNICATIONS CENTER**

### **Department Roster**

Gerry Beland	Danielle Gardiner
Robert Kyer	Eric Miron
Christine Fowler	Richard Todd
Pamela McKinney	Ray Anderson

The Amherst Public Safety Communications Center cares for our community 24 hours a day, seven days a week. Each APSCC Specialist is committed to our community and is ready to respond to any emergency. Our Communication Specialists undergo regular training in all aspects of emergency dispatch communications, and are required to complete continuing education courses in order to meet state and national Emergency Medical Dispatching licensing requirements.

The Amherst Public Safety Communications Center (APSCC) is the central hub for the coordination and response of our town's emergency services. The APSCC continues to provide communications coverage to the citizens of Amherst as they handle incoming calls for service and provide Police, Fire, and EMS dispatch services. Direct oversight of the center is handled by the Chief of Police, while scheduling and day to day operational matters are handled by the center's Communications Coordinator, Gerry Beland.

On average, our Communications Specialists are responsible for handling and logging 4,400 incidents per month in our dispatch system. Those incidents include calls for police, fire, and EMS services, general police information notices, and officer-initiated activity such as traffic stops and vacant house checks. Our Communications Specialists also handle roughly 1,100 911 calls per year, and our 24/7/365 lobby serves an average of 300 walk-in visitors per month.



Following major infrastructure upgrades in 2013 and 2014 (which were largely funded through federal grants) and the 2015 replacement of the Center's backup VHF radio equipment console, the APSCC continued its pattern of quality improvement in 2016 with the addition of a radio repeater system (due to be installed in early 2017). With this critical infrastructure upgrade, all police, fire, and EMS personnel will be able to directly communicate amongst themselves and to other agencies without relying on dispatchers to relay information when those first responders are in poor reception/transmission areas of town.

The members of the Amherst Public Safety Communications Center would like to take this opportunity to once again thank the citizens of Amherst for their support, and pledge to continue to provide the highest quality and most cost-effective emergency dispatch services to our town.

Respectfully Submitted,

Mark O. Reams  
Chief of Police

## RECREATION DEPARTMENT

2016 turned out to be another great year for the Amherst Parks and Recreation Department (ARD). We have had a lot of changes and additions to the staff and facilities. With all of this we feel very fortunate to be a part of this amazing community of Amherst.

Starting the year off with a bang we opened the new skating rink on the Davis Lane Tennis Courts, replacing the skating rink located on Middle Street in the Village. Although Mother Nature made things challenging last winter, our amazing Parks staff did a great job at keeping the rinks open as much as possible. We were also able to get all of our Lean to Skate and Intro to Hockey classes in, teaching many young Amherst residents how to skate. It is always very nice to see the many students who get out of school in the afternoon and run over to the rinks for an afternoon of skating.

The second year of the ARD's Crotched Mountain Ski program was also a huge hit. Students from Amherst Middle School, Clark and Wilkins School all headed up to Crotched for an afternoon of skiing and snowboarding for six consecutive weeks. This great program introduced many to the lifelong sports of skiing and snowboarding.

In the Spring, we saw many out with baseball and softball gloves on. The ARD continued to work on revamping this wonderful program by purchasing new equipment, making improvements to the fields and also making sure our coaches got the materials they needed to run the program properly. This past season we had a few of our teams compete in championship games and one team go all the way. We were also very fortunate to have many local businesses sponsor teams for the season. This sponsorship money allowed us to install scoreboards to three of the playing fields around Amherst Middle School. We would also like to thank Eagle Scout John Mastergeorge for building roofs over the dugouts on AMS fields 1 and 2.

We were very excited to be a part of the building and opening of Joshua's Park located on Court Street. This community lead endeavor turned out to be a huge success and brought happiness to many. This project had some very key people who put in tireless hours making sure this park became a reality. We would like to thank, the Amherst Land Trust, Amherst Community Foundation and the Joshua's Park Playground Committee for all of the hard work they put into this. We were also very excited to see how the gardeners in the Stearns-Davis Community Garden collaborated to make such an amazing community garden. We really look forward to working with everyone to see this property be a place to remember Joshua and bring enjoyment to all.

Baboosic Lake Town Beach had a very successful summer with over 10,000 visitors to the beach. Visitors included both residents and non-residents. Our season pass sales had a large increase as well as our seasonal boat rentals. Improvements were made to the concession stand with upgraded counter tops and better appliances. Food offerings increased as well with the addition of Hershey Ice cream deliveries and the sale of Moulton's Pizza Slices. We want to thank Moulton's Market for their help in making the sale of Pizza a reality and we are looking forward to this partnership for years to come. Summer Camp at Baboosic Lake Town Beach continued to be a hit. Campers enjoyed all sorts of games, cardboard boat races as well as field trips to both local and distant attractions. As the popularity of Summer Camp Continues to grow we encourage all participants to sign up early for the sessions they wish to participate in. This was the first season that we had a waiting list for the Baboosic Lake Summer Camp.

The ARD has continued to work on the 8-80 initiative. The idea behind 8 to 80 is that if we plan great things for eight year olds and we plan great things for eighty year olds, we will have great things for everyone. This goes for not only our programming but also our infrastructure. In March we started the process of creating an alternative park that would have both a Pump Track for cyclist, a Disc Golf Course and hiking trails. This new park is located at the address of 11 Baboosic Lake Road. This is a lot that is owned by the Amherst School District and has 22 undeveloped acres to utilize. The pump track was opened in July and continues to be a huge hit for all ages. On a dry sunny day one can see kids with training wheels and adults all riding the pump track. It is a great workout and everyone seems to have a smile on his or her face. Design for the Disc Golf Course is ongoing. We plan to have at least some of the disc golf course open by Spring of 2017. Disc golf is a great sport for people of all ages and we know the residents of Amherst will really enjoy it.

Peabody Mill Environmental Center (PMEC) has continued to be the hub for environmental education in our region. The Outdoor Discovery camp continued to grow in popularity. Our great park maintenance crew built a Gaga Pit at PMEC for kids to play when they are not out in the woods discovering nature. We also added field trips to this program so kids go get off site and for a day each week. Another strong component of PMEC is our homeschool programming that happens. We continue to see our participation numbers grow for this large group. We have also been excited to see growth in the amount of schools that come to visit PMEC throughout the school year. We have a great staff who work very hard to create curriculum that matches the needs of the school district. PMEC has also started to work with the Amherst Conservation Commission (ACC) on offering other classes and workshops at the facility. The ACC has a wealth of knowledge about the PMEC site as well as the Joe English Reservation Trails. We are very lucky to work with the

ACC on their program offerings. PMEC also does birthday parties. If you have someone in your family with a birthday coming up, let us help plan and run your party. We have set themes available or you if you have an idea, we are happy to help make it happen.

As you can see the ARD has had a busy year in all areas. We are very fortunate to have the support of both the Town Official's and the citizens of Amherst. The Recreation Commission has been a great asset to our growth in giving us guidance and ideas of to be even better. I also would like to thank the 100's of volunteers who help us with youth sports and events. This department would not function if it wasn't for your continued support and valuable time that you give to us. Lastly I would like to thank the wonderful staff of the ARD. I feel very fortunate to have such a great team. Every single one of you should be very proud of the work you did in 2016.

Sincerely,

Craig C. Fraley, CPRP

Recreation Director

**TAX COLLECTOR'S REPORT**  
**JULY 1, 2015 - JUNE 30, 2016**

	<b>2016</b>	<b>2015</b>	<b>2014</b>
<b>Uncollected Taxes</b>			
Property Taxes		3,766,432.70	
Land Use Change			
Yield Taxes			424.17
Excavation Taxes			
Septic		8,708.66	2,969.36
Property Tax Credit Bal.		-47,839.20	
<b>Taxes Committed</b>			
Property Taxes	20,852,972.00	20,557,855.00	
Land Use Change	16,000.00	118,130.00	
Yield Taxes	1743.83	13,941.81	
Gravel Taxes	177.28		
Septic	18,867.73	56,862.36	
<b>Overpayment</b>			
Property Taxes - Refunds		89,456.43	
Interest on Late Tax		78,901.11	
<b>TOTAL DEBITS</b>	<b>20,889,760.84</b>	<b>24,642,448.87</b>	<b>3,393.53</b>
<b>Remitted to Treasurer</b>			
Property Taxes	16,654,245.49	24,092,380.33	
Land Use Change	16000.00	114,130.00	
Yield Taxes/Gravel Tax	896.16	13,941.81	424.17
Interest		78,901.11	
Conversion to Lien		269,762.60	
Septic	10,533.14	63,428.26	2,969.36
<b>Abatements Made</b>			
Property Tax		3,762.00	
Land Use Change		4,000.00	
Yield Taxes			
Septic			
<b>Uncollected Taxes End</b>			
Property Taxes	4,271,467.20		
Land Use Change			
Yield Taxes	1024.95		
Septic	8,334.59	2,142.76	
Gravel Taxes			
Prop Tax Credit Bal.	(72,740.69)		
<b>TOTAL CREDITS</b>	<b>20,889,760.84</b>	<b>24,642,448.87</b>	<b>3,393.53</b>

## SUMMARY OF TAX LIEN ACCOUNTS

	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>2012&amp;PRIOR</b>
Unredeemed Liens		262,235.05	138,764.30	85,409.34
PT Liens Executed	291,517.18			
Interests & Costs	864.19	15,965.26	33,986.16	14,857.87
Refunds				
<b>TOTAL DEBTS</b>	<b>292,381.37</b>	<b>278,200.31</b>	<b>172,750.46</b>	<b>100,267.21</b>
<b>Remittance</b>				
PT Redemptions	38,035.96	157,722.82	106,972.42	29,764.88
Interests & Costs	864.19	15,965.26	33,986.16	14,857.87
Abatements/Adjustments		3,176.07		
Liens Deeded				
Unredeemed Liens	253,481.22	101,336.16	31,791.88	55,644.46
<b>TOTAL CREDITS</b>	<b>292,381.37</b>	<b>278,200.31</b>	<b>172,750.46</b>	<b>100,267.21</b>

Respectfully Submitted,  
 Gail P. Stout  
 Tax Collector

REPORT OF THE TOWN CLERK  
FOR THE YEAR ENDING JUNE 30, 2016

14,674	AUTO REGISTRATIONS	\$2,566,901
2630	MOTOR VEHICLE TITLES	\$5,260
14,624	MUNICIPAL AGENT FEES	\$43,872
207	BOAT REGISTRATIONS	\$4,345
207	BOAT AGENT FEES	\$1,450
1,887	DOG LICENSES	\$11,914
14	PARKING FINES	\$245
29	DOG FINES	\$1,450
	VITAL RECORDS	\$2,771
	UCC FILINGS	\$1,861
	MISC. INCOME	\$731
		<hr/>
		\$2,640,800

Respectfully submitted,

Nancy A. Demers

Town Clerk

## **Town Treasurer's Report FY 16**

7/01/15 to 6/30/16

### **Citizens Bank General Fund Municipal Checking**

Balance 6/30/15 – \$17,996,110.52

Balance 6/30/16 – \$16,592,409.70

### **Lake Sunapee Bank credit card account**

Balance 6/30/15 – \$173,935.22

Balance 6/30/16 – \$209,472.62

### **Century Bank Money Market Account**

Balance 6/30/15 – \$1,840,004.87

Balance 6/30/16 – \$1,511,538.15

### **Century Bank \$3 million-three-year CD (from undesignated fund balance)**

Balance 6/30/16 – \$3,095,099.38

### **Century Bank \$3 million three year CD, cashed early without penalty**

Balance 6/30/16 – \$0.00

### **Taxes**

The total collected for FY 16

**\$40,651,025.54**

### **Sent to the Schools**

\$18,900,434.00 Amherst

\$12,227,605.00 Souhegan

**\$31,128,039.00**

### **Sent to Hillsborough County**

**\$2,027,601.00**

### **Town Revenue other than taxes (excluding investment interest)**

\$3,650,617.71	Town Clerk (includes money that goes to the state)
\$541,914.49	Rooms/Meals Tax share
\$478,851.22	Department of Public Works
\$477,807.50	Recreation/Peabody Mill Revolving Account
\$413,716.12	Amherst EMS
\$323,223.67	Highway Block Grant
\$111,399.48	Office of Community Development
\$51,343.01	Police
\$10,309.00	July Fourth Revolving Account (excludes \$8,000 from town taxes)
\$135.25	Assessing
\$15.25	Tax Collector copies
<u>\$6,059,332.70</u>	<b>Total</b>



**Town Expenses (excluding county)**

\$5,123,291.22	Payroll (includes Federal Taxes/VALIC)
\$744,675.43	Town Clerk car registration to the state
<u>\$12,571,810.23</u>	<u>Payables</u> (includes loans/bonds principal/interest payments)
<b>\$18,439,776.88</b>	<b>Total</b>

Each tax cycle investment possibilities are researched to include available interest rates, liquidity and compliance with the NH investment RSA.

**Century Bank Money Market Account**

In December 2015 the town was offered an interest rate of 0.50 % and in June 2016 an interest rate of 0.55% which included the necessary collateral agreement per the NH RSA. See balance above.

Interest earned in FY 16 - **\$46,533.28**

**Century Bank CD - Undesignated Fund Balance money**

Three million (3,000,000.00) dollars of the balance has been invested in a 36-month CD, due 02-19-17 with the necessary collateral agreement and a no penalty for early withdrawal clause, at a 1.35% interest rate. See balance above.

Interest earned in FY 16 - **\$41,234.82**

**Century Bank CD – tax money**

Three million (3,000,000.00) dollars was invested in a 12-month CD in December 2015, with the necessary collateral agreement and a no penalty for early withdrawal clause at a 1.35% interest rate. The CD was broken in June 2016.

Interest earned in FY 16 - **\$9,017.78**

Elizabeth Overholt

## NASHUA REGIONAL PLANNING COMMISSION 2016 AMHERST MEMBERSHIP BENEFITS

The NRPC provides comprehensive planning services for local land use, transportation, and environmental planning efforts, and delivers extensive mapping and data assistance utilizing the latest technologies. Membership in NRPC allows communities to access customized services by request as well as resources such as:

- **Transportation Planning:** Grant writing, custom traffic counts and data, transportation modeling, intersection analysis, road safety audits, road surface management, and parking studies.
- **Land Use Planning:** Customized land use board training and materials, draft ordinance and regulation review, special projects and research assistance, fact sheets, guidebooks and educational resources, master plan consultation, and project scoping.
- **Data and GIS Mapping:** Demographic data and analysis, mapping data and standard map sets, GIS community needs assessments, production of annual tax maps and online interactive apps.
- **Environment and Energy:** Group energy purchase for municipal and school facilities, consultation for local Energy Committees, MS4 Permit coordination, and household hazardous waste collections.

NRPC uses local dues to leverage grant funds and support the planning needs of local communities. The most recent NRPC budget was comprised of 70% federal funding, 12% local grants, 11% local dues, 6% local contracts and 1% from the State of NH. Highlights of 2016's regional initiatives of benefit to all communities include:

- **Pipeline and Hazardous Materials Safety:** NRPC completed work under a grant from the U.S. DOT to promote best practices regarding pipelines and land-use planning, to engage local fire/first responders, and to advance public and inter-organizational data exchange.
- **Modernization of MapGeo, NRPC's Live Maps App:** In 2016 NRPC's implementation of MapGeo (available at: <http://nrpcnh.mapgeo.io>) migrated to a google-based environment. The new app features more efficient search, richer overlay themes, and closer integration with Google streetview, 2016 imagery, directions, and landmarks.
- **Open Data Portal:** Several of NRPC's core GIS datasets can now be downloaded for free from the Open Data Portal (available at: [data.nashuarpc.opendata.arcgis.com](http://data.nashuarpc.opendata.arcgis.com)). This resource features thematic search of datalayers, mapping and tabular data previews, ability to filter datasets by user-specified criteria, and data download in a variety of popular formats including ESRI, google, and open-source.
- **Nashua Region Water Resiliency Action Plan:** With US EPA grant support, NRPC completed the Nashua Region Water Resiliency Action Plan to help municipalities become more resilient to the impacts that climate change has on their water infrastructure. Results of this project will be incorporated into the hazard mitigation plan to help municipalities develop a local climate adaptation strategy.
- **Renewable Energy Tool Belt:** NRPC, in partnership with the Local Energy Solutions Work Group, began developing the "Renewable Energy Tool Belt" with funding from the NH Charitable Foundation. The Tool Belt will consist of a series of worksheets and short

decision guides that will help communities to compare potential renewable energy systems for their municipal facilities.

- **Metropolitan Transportation Plan:** NRPC held 3 public workshops across the region in the Towns of Hudson, Milford and Wilton to generate input on transportation projects to be included in future editions of the region's Metropolitan Transportation Plan.
- **Planning for Parks and Playgrounds:** With grant funding assistance from the HNHfoundation, NRPC has begun to develop a suite of resources for municipalities' recreation planning efforts. When complete, NRPC will have available a GIS inventory of recreation sites in the region, an analysis of "play deserts," and a guide book for municipal leaders looking to implement a park or playground project.
- **Climate Health and Adaptation Plan:** Through a grant from the NH Department of Health and Human Services, NRPC is partnering with the Greater Nashua Regional Public Health Network to develop a plan to identify potential health hazards related to severe weather and climate change. NRPC has conducted outreach with planners, healthcare workers, and emergency responders to help identify and implement one intervention strategy to mitigate the effects and reduce costs of climate change on health care.

<i>Highlighted Amherst Membership Benefits</i>	<i>Estimated Value</i>
<b>ELECTRICITY SUPPLY AGGREGATION</b> <a href="http://www.nashuarpc.org/energy-environmental-planning/energy-aggregation">www.nashuarpc.org/energy-environmental-planning/energy-aggregation</a> NRPC serves as an aggregator to facilitate a bid process among competitive electricity suppliers licensed with the NH Public Utilities Commission. Each aggregation member signs its own contract with the supplier for a fixed electricity supply rate. Rates and contracts are identical for each member within a given electric distribution territory. In 2016, Amherst signed a 12-month contract with a competitive supplier as part of the aggregation. <b>Amherst savings: \$11,390</b> (compared to the default utility rate)	<b>NRPC Staff Time: 140 hours</b>
<b>HOUSEHOLD HAZARDOUS WASTE COLLECTION</b> <a href="http://www.nashuarpc.org/hhw">www.nashuarpc.org/hhw</a> - <b>Amherst households served: 154</b> (9% of total served) NRPC staff conducted seven HHW collections this year on behalf of the Nashua Region Solid Waste Management District (NRSWMD) to allow residents to properly dispose of hazardous products. Five of the events were located in Nashua, one was held in Milford, and one in Pelham. Residents of Amherst could attend any of the seven events. In 2016, a total of 1,736 households participated in the HHW collections District-wide.	<b>NRPC Staff Time: 500 hrs.</b> <b>Savings per event to NRSWMD: \$16,250</b>
<b>TRAFFIC COUNTING</b> - <a href="http://www.nashuarpc.org/transview">www.nashuarpc.org/transview</a> NRPC collected traffic counts at 13 locations within Amherst. These counts were collected in cooperation with NH Department of Transportation to support the Highway Performance Monitoring System and are available to the town for local planning initiatives.	<b>NRPC Staff Time: 50 hours</b>
<b>AMHERST ECONOMIC DEVELOPMENT OUTREACH</b> As part of a separate contract, NRPC assisted the Town of Amherst with the development of resources to conduct economic development public outreach to inform the Town in the development of an Economic Development Vision.	<b>NRPC Staff Time: 50 hours</b>

<i>Highlighted Amherst Membership Benefits</i>	<i>Estimated Value</i>
<b>GIS TECHNICAL ASSISTANCE</b> NRPC provided a variety of GIS technical assistance throughout the year, including: <ul style="list-style-type: none"> <li>• Mapping support to support economic development planning;</li> <li>• Extensive GIS mapping, editing, and attribute corrections to improve the town-wide inventory of conservation lands;</li> <li>• GIS shapefiles to support the Amherst Conservation Commission's interest in additional aerial imagery acquisition;</li> <li>• Pine bluster map scanning and digitization exercise to support interests of Heritage Commission regarding stone walls and cellar hole mapping;</li> <li>• Grant concept development to support historic and cultural resource mapping using LiDAR;</li> <li>• Fire permits demo app for FD using ESRI's ArcGIS online;</li> <li>• Addition of the 2015 NH Wildlife Action Plan's GIS datalayers to MapGeo; and</li> <li>• GPS and general trail mapping assistance for Joe English Reservation, Converse Woods, Betty Arnold Forest, and Haseltine conservation properties in town.</li> </ul>	<b>Estimated staff time: 80 hours</b>
<b>TAX MAPPING</b> NRPC continues to provide tax mapping services to the Town. Each year NRPC incorporates updates and changes as recorded in the Hillsborough County Registry of Deeds and as reported by the town, makes any minor cartographic adjustments as needed, and provides hard copy and electronic pdfs for the Town's counter and website. In 2016 according to substantial research, NRPC provided a substantial correction to the town boundary representation along the Milford border along with replacement tax sheets in both hard-copy and pdf format.	<b>Estimated staff time: 40 hours</b>
<b>ONLINE GIS - <a href="http://nrpcnh.mapgeo.io">http://nrpcnh.mapgeo.io</a></b> MapGeo, NRPC's award-winning Live Maps App, is a public-facing resource for GIS property information in the region. The town's website has links to this resource throughout its pages.	<b>NRPC Staff Time: 72 hours</b> <b>Licensing fee \$5,000/year</b>
<b>TRANSPORTATION PLANNING ADMINISTRATION</b> NRPC maintained the region's Transportation Improvement Program which facilitates the advancement of proposed improvements on NH101A, Safe Routes to School initiatives and other transportation planning activities in the Village Green area. NRPC also provides technical support to the Souhegan Valley Transportation Collaborative bus service.	<b>NRPC Staff Time: 200 hours</b>

<b>Payments to NRPC</b>	<b>FY 17 Membership Dues:</b>	<b>\$10,379</b>
	<b>Other Contractual Amounts in FY16 and FY17:</b>	<b>\$3,680</b>

**REPRESENTATIVES FROM AMHERST TO NRPC:** NRPC extends its heartfelt thanks to the citizens and staff of Amherst who volunteer to support regional planning. The work of NRPC would not be possible without the support of the dedicated Commissioners and Advisory Committee members from Amherst. Special thanks to: **Commissioners:** Susan Ruch, Michael Dell Orfano, Martin Michaelis, **Transportation Technical Advisory Committee:** Bruce Berry, Gordon Leedy, Eric Hahn and **Energy Facilities Advisory Committee** Eric Hahn.

*Respectfully Submitted - Timothy Roache, Executive Director*

## REPORT OF THE CEMETERY TRUSTEES

The Cemetery Trustees are responsible for 5 Cemeteries, which are maintained under the supervision of Building and Grounds foreman, Perry Day and 2 employees (whom each work 20 hours a week) and several summer employees.

Mapping software was purchased for Meadowview Cemetery. The mapping is connected to our current Batesville software. Data entry is complete; a more accurate figure as far as lot availability can be reached. This software provides a map of Meadowview Cemetery from the entrance on Foundry St. to any lot in the cemetery. It can also provide a physical reason, rocks or trees, why a lot is unusable.

The granite wall at the Town Hall Cemetery has deteriorated considerably. Reconstruction of this wall will take place in the spring of 2017 by Anthony Luongo.

Planning was initiated for Forestview Cemetery and the cemetery trustees would like to start excavation in 2017. It is estimated that the grounds will take 2 years of preparation before any burials can take place.

Respectfully submitted,

Cemetery Trustees;  
Chair, Marie Grella  
Lisa Eastland  
Cynthia Dokmo

CEMETERY    BURIALS-    2016

MEADOWVIEW CEMETERY

Alma Marquis	4/5/2016
Carol Holden	4/6/2016
Muriel A. Manghue	5/11/2016
Kenneth Collins	5/19/2016
Shirley Goldsmith	5/25/2016
Paul Goldsmith	5/25/2016
Matthew Johnson	6/4/2016
Cecelia E. Clough	6/11/2016
Fosdick Smith	6/18/2016
Grace Smith	6/18/2016
Maurice Young	6/20/2016
Roger Topliffe	6/27/2016
Myra Hollis	9/1/2016
Casey Bonus	9/15/2016
Gail Kolar	9/24/2016
Joanne Shildneck	10/3/2016
Robert Swallow	11/10/2016
Charles J. Michie	11/28/2016

Respectfully Submitted,  
Bruce W. Berry, Sexton of the Cemeteries

## AMHERST CONSERVATION COMMISSION

2016 was a year of change and transition for the Conservation Commission. The loss of Bill Wichman and Jim Bowen last year was followed by resignations this year of two more long-serving key Commissioners: Ann Krantz and Jack Gleason. In addition, our Chairman of 27 years – John Harvey – stepped aside to a new role. All these events, in combination, led to a large infusion of new Commissioners as well as new approaches, visions, and energy.

Early in the year, the ACC revised a town ordinance to allow bicycles on most town trails. Along with this, the Commission began to carefully plan connectivity and mountain bike accessibility to forests and parcels in the Austin Rd / Dodge Rd areas. Working with NEMBA (New England Mountain Biking Association), two new multi-use trails were designed and implemented. The new trails are all being built to minimize erosive impact, and they connect the Bicentennial Trail to larger parcels and existing trails. As this is a new approach for our Town, the ACC is moving with deliberative caution and seeking feedback from users and abutters alike.

This year saw the naming of the Betty Arnold Forest. The name was chosen to honor the conservation efforts and achievements of Betty Arnold, who was a driving force behind Amherst's conservation organizations today, including the Conservation Commission as well as the Amherst Land Trust. The Forest is 250 acres of contiguous parcels located on the north side of Austin Rd, and is the site of the two new multi-use trails as well as a trailhead and parking area. The Arnold family donated hundreds of acres and thousands of hours of effort to our Town's conservation goals, and the ACC is proud to be able to honor these achievements.

2016 also saw a shift in how the Commission approaches the management of properties. We are developing specific Property Management Plans (PMPs), and have begun the process with the Lindabury Orchard. A special Working Group was commissioned to develop recommendations for the utilization of the lower orchard as well as sustainable maintenance for the entire property for the future. We will be finalizing this PMP early in the coming year.

We've also begun developing written processes and procedures for the entire nuts and bolts of the Commission's work: Trails Standards, Signage, Infrastructure, Contracts and Agreements, Easements, etc. As these are finalized, they'll be moved online for reference to join the newly updated ACC website with its trail maps and descriptions. We created a number of sub-committees to address these areas, and the work is ongoing.

Change is hard, and the ACC has seen quite a lot of it this year. But it also brings enthusiasm and energy – new ways of looking at questions; creative possibilities and approaches. We are very excited about the vision moving forward into the future.



## FOURTH OF JULY CELEBRATION

Fireworks and the Amherst Town Band Concert kicked off the 47<sup>th</sup> Annual Fourth of July Celebration this year on July 3 at Souhegan High School. Because the installation of the new turf on the football field kept the stadium area off limits, the concert, food, George the Magician, the ShinDaiko Ensemble, Krickey the Clown, and the Roaming Railroad had to relocate to the front of the school. The crowd took the changes in stride and the evening went well.

On the Fourth the village green bustled with activity as the artists, craftspeople, organizations, and animal owners set up their booths. Food, items for sale, animals to pet, art work to enjoy, clowns and pocket ladies to delight the children, and demonstrations for all to enjoy were available to an enthusiastic crowd. Sales of the Fourth of July pins designed by Jenna Odhner were brisk; people seemed happy to have the pins back again.

The Children's Bicycle Parade run by the Lions Club led the parade followed by the puppies. Coming after the fire engines were the marchers, floats reflecting the theme, *Flags and Fireworks*, bands, the antique automobiles, and the various parade events. Citizens of the Year were in cars driven by helpful volunteers. As usual, numerous politicians contributed enthusiasm and color to the second section of the parade.

Governor Maggie Hassan and Senator Kelly Ayotte spoke to the crowd during the reviewing stand ceremony following Doug Kirkwood's playing of Amazing Grace on the bagpipes. The Lions Club president, Joe Sirois, presented Charlie Tiedemann with the 42<sup>nd</sup> Amherst Citizen of the Year award.

Many, many people worked hard to make this small town celebration a success: the town departments, the parade participants, the village green volunteers, the people who parked the cars and helped organize the parade at Wilkins School, the substitute Uncle Sam-on-Stilts, and the volunteers responsible for the fireworks and food at the high school. In addition, thanks are owed to our two long-time sponsors, Granite State Credit Union and Bot-L-Gas, and to our financial donors, Walmart, Jake's Ice Cream, and Shaw's Supermarket.

Special appreciation is due the Fourth of July Committee members who started meeting in January to pull the July celebration together: Kimberly Ayers, Mary Beyers, George Coddington, Diane Desimone, Jen Eccleston, Doffie Farrar, Steve Farrar, Lydia Greene, Jim Janson, Marcy LePage, Katherine Lockwood, Liz Morgan, Jeff Odhner, Reed Panasiti, Gretchen Pyles, Tammy Rafferty, Bob Schaumann, Phil Sellers, Betty Shankel, Peggy Stokes, Noel Ward, and Rene Warren. Bill and Liz Overholt, active members of the committee for the past fifteen years, were available for advice and behind the scenes help this year but unable to be full participants due to Bill's illness. Sadly, Bill, at various times the committee's village green helper, theme developer, poster maker, photographer, and pin designer, died in June.

Respectfully Submitted,  
Nancy Head, Chair

## AMHERST HERITAGE COMMISSION

### **Annual Report- 2016**

The Amherst Heritage Commission was established at Town Meeting on March 12, 2002 for the purpose of properly recognizing, using, protecting, and preserving the historic and heritage resources of the town of Amherst that are valued for their historic, cultural, aesthetic or community significance within their natural, built or cultural environments. As we come upon our 15<sup>th</sup> anniversary, we can look back with pride at our accomplishments, but also look forward to continue our mission of preserving our rich heritage that we have in Amherst. The Amherst Heritage Commission shall have advisory and review authority to:

- a. Survey and inventory all historic and cultural resources within the town, conduct research and publish finding, assist and advise Amherst boards and commissions in supporting issues which address cultural and historic resources; coordinate activities of national, state and local organizations and reviewing matters affecting cultural and historic resources town-wide
- b. Receive gifts of money and property, in the name of the Town, subject to Selectmen approval, and manage such gifts for its proper use
- c. Establish partnerships with individuals, schools, local businesses, Town boards and organizations who share like interests in the preservation and conservation of the town's heritage resources

#### **Accomplishments and Project Updates During the Past Year (2016)**

- a. The Heritage Commission sponsored, with support from the Freedom's Way National Heritage Area, a snow shoeing/hiking event at PMEC/ Joe English Reservation as part of a joint "Connecting Communities" program on 31 January 2016. Over 50 people participated.
- b. The Heritage Commission was awarded a small grant from the Bertha Roger's Trust Fund for the Town Hall Vault project. The goal is to properly inventory, catalogue, store and identify documents in need of future preservation and digitization activity. The grant will run through 2017 with a public meeting scheduled in the future to summarize the results of the project.
- c. Continued planning activities to establish a project to maintain and repair stone walls along town scenic roads. Work will continue into 2017 to develop a plan for implementation. Once complete, a plan will be presented to the Board of Selectmen for advocacy.
- d. Continued to provide input and comments to the Planning Board and ZBA when requested, via the Interdepartmental Review process.

- e. Continued to support the Amherst Conservation Commission (ACC) by providing heritage research assistance and by participating in an ACC Subcommittee for Amherst Conservation Trail Maintenance and Policy. In addition, took an action item in developing a policy for Board of Selectmen (BOS) consideration in providing Metal Detection guidance on town public property. Plan is to provide the BOS recommended guidance in 2017.
- f. Contributed an article to the New Hampshire Division of Historic Resources (NHDHR) 5 Year Development Plan in proper archeological practices for identifying hidden treasures within Amherst. The 5 year plan is located at the Town Library and is online.
- g. Encourage cooperation and a collegial relationship with the Historic District Commission in co- hosting a visit by NHDHR for Certified Local Government (CLG) recertification. Meeting was held in September 2016 and was considered very successful.
- h. Continued initial planning for the restoration of the Brick School Foyer Project. In coordination with the Superintendent of Schools office, the Heritage Commission will seek grants and additional funds for project completion.

### **Looking Forward to 2017**

#### **(Possible Projects for the Heritage Commission)**

- a. Continue to work with and attend meetings of other town commissions and boards on joint projects. Present briefings/status information as a minimum: Board of Selectmen, Conservation Commission, Historic District Commission, ZBA, and Amherst Planning Board.
- b. Initiate activities with appropriate parties to review, identify, document and properly store documents and materials located within the Town Hall vault.
- c. Continue to pursue activities and interest within the town to provide digital mapping tour guides, walking books and other materials.
- d. Assist other town boards, commissions, and working groups as required.
- e. Finalize the plan for stonewall maintenance and repair in Amherst.
- f. Continue to comment on Building Applications received from the Community Development Director, via the Interdepartmental Review process.
- g. Continue to enhance the Historic Resource Survey by identifying town-wide sites of local historical interest.
- h. Submit to the BOS guidance and policy for their consideration for Metal Detection on public property.

The Heritage Commission is always looking for volunteers from town to assist or take on ownership of a commission project. All citizens are welcome.

The current members of the Amherst Heritage Commission, appointed by the Selectmen are: **Regular Members** - Will Ludt (Chair), Andy Ouellette, Mary Mahar, Larry McCoy, Lisa Montesanto and Tom Grella, ex officio Board of Selectmen. **Alternate Members** – Conor Frain and John Bement

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'W. Ludt', written in a cursive style.

Will Ludt  
Chair, Amherst Heritage Commission

## REPORT OF THE LIBRARY TRUSTEES

Snug in the center of Amherst is a service that has evolved thoughtfully to keep pace with town growth and information needs. Ongoing change has supported patron expectations in technologies and lifelong learning. With its accessible resources both within and outside the building, the library reminds us of why a small town focus offers value that deepens as it endures. Other libraries visit us to see how we've managed to keep the balance between innovation and cost so effective. The Norwegian writer Jon Bing said of libraries like ours, "To ask why we need libraries at all, when there is so much information available elsewhere, is about as sensible as asking if roadmaps are necessary now that there are so very many roads." Information, connection, learning, and listening will always be at the heart of success for every person who uses the Amherst Town Library. The Staff and Trustees work hard to make what we find there relevant, easy to access, and fiscally responsible. 2016 was a year we can be proud of.

The Trustees have implemented several changes to the building as we have moved from a stacks-driven facility to one that welcomes people to programs, concerts, an afternoon of quiet reading, or a session learning 3D printing. *Taxpayers have not been asked to pay for these improvements.* Trustees have used long invested funds for capital improvements and done the work gradually over the past 3 years so that interruption to services was minimal and the monies well spent. These Trustee funds were used this year to pay for a new fence along the rear of the property which offers improved safety and makes the garden area space attractive and comfortable for individuals and small groups. Valued partners have helped us in our facility improvement goals. We are really excited to have new seating areas and display spaces upstairs and an inviting café style seating area downstairs. These projects, which cost almost \$15k, were entirely funded by the Friends of the Library. That's a lot of \$10 memberships, used books sold at the booksale, and tickets to Trivia Night. The library is a warm and inviting place, and partnerships with the Friends, the Garden Club, NH Humanities Council, the Bean Foundation and others help us to involve the community in their library and keep the tax dollars reasonable. When facilities that all town residents use must continually evolve to meet changing needs, it is important to build and acknowledge the forward thinking investors and supporters who help us so diligently to serve the community.

Programs are a key part of outreach and are planned for all ages and interests. While there were many exceptional programs this year a few

stand out. The first Lyceum program brought together an historic forum for serious discussion of ideas and questions that began with Amherst's Franklin Society in 1807. We partnered with Souhegan High School to offer this conversation and hope to make it an annual event. Shakespeare programming was linked to the exhibit of the First Folio at the Currier Museum of Art. The Big Read this year featured programming around *The Grapes of Wrath*, part of a 12 library initiative organized by the Fireseed Alliance and funded by the NH Humanities Council and the National Endowment for the Arts. Highlights included a painting night, a living history presentation with Franklin Delano Roosevelt, a talk on the documentary photography of the 1930s, a variety of music events, a keynote address with Steinbeck biographer Jay Parini, and more. Other popular programs included a "sell out" lecture on "the art of the con" with Anthony Amore, from the Isabella Stewart Gardner Museum. A lecture with a Harvard University professor on "the wonder of pi" brought out a lot of math buffs. "Mill Girls of New England", and "Eastern Coyote in New England" also had full capacity crowds. Diverse programming meets the interests of a wide range of citizens and makes people aware of the many services we offer through our reference department and the strong collection of materials that we circulate.

The Library has a valuable collection of local history materials and with the help of an intern we completed a complete and updated inventory this year. We look forward to partnering with the Heritage Commission on a digitization project that will offer the community the next step in accessibility.

Much of our school year programming for kids is ongoing- storytimes 5 days/ week offered in 6 week sessions, 3 different monthly book groups for 2<sup>nd</sup> – 9<sup>th</sup> graders, and a Minecraft club. Some of the special programming included a visit from Paul Durham, an author of a popular middle school series, an increasing number of "STEM" programs including open "come and build" sessions with a variety of manipulatives, and some snap circuits programs, German language programming for preschoolers, and an Emerging Readers Workshop to orient parents of new readers to our collection of early readers. The "On Your Mark, Get Set, Read" summer reading program was a huge success as 515 kids read 7953 hours.

Program attendance was 2001 and included storytimes, a puppet show, concert, wild animal show, science programs and other activities.

This fall we launched a new platform to enable patrons to access digital content. Hoopla provides ebooks, downloadable audiobooks, movies, TV shows, music and comics, all through one simple-to-use app. The rights management does allow for simultaneous users so there are no holds or waiting lists – you can checkout whatever is there. This is just one example of how we reach out to patron interests and needs. They don't even have to come to the building to enjoy it.

As always, we are so appreciative of the Department of Public Works who help us to keep the building safe, comfortable and open 63 hours per week, all year round. They put on a new roof and worked around our summer schedule to make disruption to patrons minimal. The Library is a town building, so the partnership between departments who serve the community is strong, and one we enjoy as well as value greatly. That's how small towns work.

It has been a busy and very rewarding year at the Amherst Town Library. We have much to be proud of in our staff and look forward in the coming year to having regular working sessions with them to exchange ideas and think about the future of Amherst's library. We welcome your thoughts as well. It's your resource and we want to grow it responsibly and cost effectively.

Respectfully submitted,

Nancy Baker, Chairman



## MEMORIAL DAY OBSERVANCE

Friday May 27, 2016

By order of President Obama and Governor Hassan, flags in town were lowered to half-mast. This includes flags at all town buildings, the commons and the cemeteries.

At approximately 5:30 p.m., parade participants began forming on the large common and along Middle Street. The parade, led by Amherst resident and retired Marine Col. Charles Pyle, stepped off very close to 6:00 p.m.

The parade took its regular route, a slow and thoughtful walk, from Middle Street to Meadowview Cemetery, via School Street, Carriage Road and Davis Lane. Leaving Meadowview Cemetery, the parade continued on Foundry Street to Church Street and finally Middle Street.

As the parade progressed, it stopped at each significant monument or memorial along the parade route, to include WWI, the stone in memory to unknown soldiers of the Civil War, the memorial stone for those who served in WWII, and the Civil War Monument on the Common. At each stop, a wreath was laid, taps was played and a gun salute was given.

In addition, parade participants were able to hear historical information about the monument, its placement, historical information about the war and other interesting facts about the town and townspeople of Amherst as they related to that event in U.S. history. We were fortunate this year to have the use of an Amherst Police Department cruiser with its sound system, so that all present could hear the words spoken at each stop, by Navy Veteran, Bob Shulman.

At the last stop, retired Army National Guard Chaplain Assistant, Mark Forester offered a prayer. He also informed those present about Charlie Keating, a US Navy Seal from Arizona, who was 31 years old, and killed in action in Iraq, on May 3<sup>rd</sup>. A moment of silence was held to honor him and those who were lost before him.

Thanks go out to all participants in this year's observance which include: our Selectmen, Town Administrator, representatives from the Amherst Police and Fire Departments, The Boy Scouts, Girl Scouts, Cub Scouts and Brownies and other community groups. The event would not be possible without support of these individuals, as well as the Department of Public Works and the townspeople as a whole, who came out on a Friday evening to take part in this respectful occasion.

Everyone was pleased to walk to tunes played by the Amherst Middle School Band, led by Chris Brunelle and the Souhegan High School Band, led this year, by Kim Whitehead.

A special note of gratitude is extended to all the veterans present, especially those who marched, carried a flag of a branch of service or offered to be part of the gun salute team.

The town of Amherst is fortunate to host this solemn event, which offers its townsfolk a reminder to be grateful for the sacrifices of those who not only served in the Armed Services, but who gave the ultimate sacrifice.

## SOUHEGAN RIVER LOCAL ADVISORY COMMITTEE

There are two local organizations that monitor the Souhegan River:

**The Souhegan River Local Advisory Committee (SoRLAC)** is charged with providing local input for permitting along the river under RSA 483. There are slots on the committee for three citizens from each of the six riverfront communities. Meetings are held on the third Thursday of each month and are always informal and open to the public – most meetings are held at 7pm in the Milford library. The ‘protected river’ signs we hope you’ve noticed at all bridge crossings come through this committee. Any construction activities within a quarter mile of the river are looked at by SoRLAC and recommendations based on our local knowledge are passed to NH DES for permitting. Placing a dock in the river, building a house, removing trees all require a permit. The major work both alongside and in the river at the Fletcher Paint sites in Milford has been a major concern for the committee this year and will be the focus of improvements for the area in the next year. The placing of uprooted trees into the riverbank in Merrimack to prevent erosion was another subject of major controversy. Erosion control is a danger to the river and should be used as a last resort. Future protection for the river means that land along the river needs to be conserved either through setbacks or ownership whenever available.

**The Souhegan Watershed Association** has a wider view than SoRLAC, the entire Souhegan watershed. There is a map and other information at [www.souheganriver.org](http://www.souheganriver.org). SWA’s focus is primarily on education about the river and sponsors three main programs: a free canoe trip schedule to get people out on this and other rivers, cleanups both for trash and keeping the river open for canoeing and kayaking, and water quality monitoring.

The water quality program has now compiled 20 years of data on the river water and has just issued a report that says that except for places where the river flows through the center of towns, the river consistently meets the state standards for swimming and fishing and that the occasional times during the summer when E. coli counts exceed the recommendations for swimming are all naturally occurring – almost always the result of heavy rains that wash naturally occurring riverbank pollution into the river.

The Souhegan has been studied as the pilot program to protect instream flows for all NH rivers and standards have been set to keep enough water in the river to protect its habitat. This is critically important as we’ve seen drought conditions all this year. Future work will be required so the river will be able to meet the standards that have been set and may require reconfiguring some of the 13 flood control dams so water can augment low flows.

## AMHERST TREE LIGHTING FESTIVAL

December 9, 2016

This wonderful community event traditionally takes place on the Friday before the second Sunday in December. It kicks off the events that occur throughout town during the Amherst Tree Lighting Festival. Due to the tree in the WWII Common being in rough shape, the Town Selectmen and the Garden Club approved the use of the former Memory Tree in the Village Green near Town Hall as our town lit tree this year. The Amherst Fire Rescue (special thanks to Lt. Erik Swenson) beautifully strung the LED lights on the tree, complete with a star at the top! The Amherst Department of Public Works (special thanks to Perry Day) discussed the best placement for the stage, given the new location of the ceremony this year, and assembled it for the performers. Robert Daniel from Glass and Gear provided the stage lights and sound so that everyone could see and hear our performers. To add to the quaint village atmosphere, Boy Scout Troop 22 (special thanks to Roy DeGrandpre) roasted chestnuts by an open fire and served hot cocoa; and the Village Bible Church (special thanks to Lloyd Curtis) shared popcorn and homemade cookies with the audience. Kim Whitehead and her father, Charlie Vars, emceed the ceremony—introducing the performers, honoring our service men and women, and hamming it up with Santa. I am especially grateful to Kim for helping me plan out a program that would allow larger groups on stage this year. Everyone enjoyed listening to the SHS A Cappella Singers, SHS Choir, Amherst and Mont Vernon Girl Scouts (special thanks to Stephanie Grund), Cub Scout Pack 613 accompanied by the SHS Bell Ringers, and Kyra Whitehead sing popular holiday songs. Thanks also to Marilyn Peterman, who shared the story about Hanukkah; and Sue Spiess with the Amherst Garden Club, who told us about the Memory Tree. The Amherst Police Department (special thanks to Sgt. Patrick Webster) chauffeured Santa and his elves (Girl Scouts Evelyn Dowd and Emma Brown) to the Village Green so that Santa could count down the lighting of the tree and help direct our final song. Thank you to everyone involved for making the Amherst Tree Lighting Ceremony a memorable event each year!

Much appreciation,  
Michelle Arbogast  
Chair, Amherst Tree Lighting Ceremony



**TOWN OF AMHERST, NH  
TOWN MEETING DELIBERATIVE SESSION  
FEBRUARY 3, 2016**

The meeting was called to order by Moderator Stephen Coughlan at 7PM followed by the Pledge of Allegiance. 67 voters checked in. The National Anthem was sung by Madeline Gillespie, a student at Souhegan High School.

Chairman Dwight Brew introduced the Board of Selectmen: Tom Grella, Reed Panasiti, John D'Angelo and Nate Jensen. He also introduced Town Administrator James O'Mara, Town Clerk, Nancy Demers, Mary Guild, Executive Assistant, and the Department Heads, Lisa Ambrosio, Finance Director, Colleen Mailloux, Community Development Director, Matt Conley, Fire/Rescue Chief, Amy Lapointe, Library Director, Mark Reams, Police Chief, Bruce Berry, Public Works Director, Craig Fraley, Recreation Director, and Gail Stout, Tax Collector. Andy Ouellette, Vice Chairman of the Ways and Means Committee, introduced those members: Rob Christopher, Lorelei Haberland, Jason Lozzi, Colleen Lynch, and Russ Thomas. Chairman John Post was unable to attend.

Moderator Coughlin explained SB2 empowering the meeting to discuss each article, maintain original wording, and place the article on the March 10th town meeting ballot or amend the dollar amount and place the amended article on the ballot.

Guidelines for the meeting as proposed by the moderator were as follows:

- Voters would hold up a yellow card when the vote was called.
- No amendment to an amendment would be allowed.
- Three minute speaking rule.
- No voter would be allowed to speak until any other voter had spoken once.
- Voter must state his/her name and address.
- No new business shall be conducted after 10:45PM unless it is the will of the meeting to continue.
- After each article, a motion to restrict consideration was requested.

The Voters approved these rules.

Moderator Coughlan read the warrant:

To the inhabitants of the Town of Amherst in the County of Hillsborough and the State of New Hampshire, qualified to vote in town affairs:

You are hereby notified that the Annual Meeting of Amherst will be held, in accordance with NH RSA 40:13. The first session, to transact all business other than voting, is on Wednesday, February 3, 2016 at 7:00 PM at the Souhegan High School Auditorium (Snow Date: Thursday, February 4, 2016 at 7 PM at Souhegan High School). The second session, voting by official ballot at the polls, is on Tuesday, March 8, 2016 at the Souhegan High School from 6:00 AM to 8:00 PM.

To be voted on March 8, 2016 by ballot.

**ARTICLE 21:** To choose all necessary Town Officers for the ensuing terms as follows:

**2 Selectmen for 3 Years**

**1 Moderator for 2 Years**

**1 Cemetery Trustee for 3 Years**

**3 Library Trustees for 3 Years**

**1 Supervisor of the Checklist for 6 Years**

**1 Trustee of the Trust Funds for 3 Years**

**1 Zoning Board of Adjustment Member for 1 Year**

**1 Zoning Board of Adjustment Member for 3 Years**

**ARTICLE 22: Operating Budget**

Shall the Town vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth herein, totaling **\$12,896,109**. Should this article be defeated the default budget shall be **\$12,596,564** which is the same as last year with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting in accordance with RSA 40:13 X and XVI to take up the issue of a revised operating budget only. This operating budget warrant article does not include appropriations contained in ANY other Warrant Article. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This Article has an estimated tax impact of \$ 0.16 (sixteen cents per thousand).

This Article was presented by Selectman Brew. He showed how the Amherst tax rate compared to other towns in New Hampshire and that the town portion of the overall tax bill was 20.3%. The current tax rate is \$26.48 per thousand dollars of property value. Mr. Brew highlighted the fact that new finance software was installed. Credit card payments are now being accepted in the Town Clerk and Tax offices. A new Town website was launched in January.

He spoke about the plans in the Office of Community Development, studying the feasibility of a sewer system along the 101A corridor. Conversion of paper files to electronic files continues. The DPW continues to repair roads and the new Manchester Road bridge was opened.

On July 2015 the EMS and Fire Department merged and Chief Matt Conley was appointed to manage that department. The ranks of the on-call firefighter are strong. A grant from the Homeland-Security Assistance to Firefighters enabled the addition of a new pumper which cost \$376,000. The grant covered 308,750 and the balance of \$67,250 was withdrawn from Capital Reserve.

Police Chief Reams has implemented a Code Yellow response code for a person who may have wandered away due to Alzheimer's, autism, or any other disorder which may require this response. Shoplifting is down at Walmart since a field office was established there and the police more available for traffic enforcement and neighborhood patrols. The Dispatch Center has a new backup radio console to prove improved and uninterrupted communication in the event of a system failure.

Selectman Brew discussed the progress that the Recreation Department has made with the rebuilt tennis courts on Davis Lane and a skating rink near the Middle School. Director Craig Fraley wants to include programs for all ages and with the addition of a minibus he can offer expanded trips to the senior in the community.

The Library Director under the direction of the Trustees is expanding staff training on relevant technology topics. Network improvements have been made to strengthen Wi-Fi signals throughout the building.

Mr. Brew went through the budget explaining the various department budgets by line items. Resident Bill Belvin inquired what the financial impact would be if the budget and all warrant article were approved. The FY17 proposed operating budget tax rate is estimated at \$5.55, an increase over FY16 of sixteen cents. If all warrant articles passed the total appropriation requested would increase by \$840,000 which would increase the municipal tax rate by \$.55 per \$1000 so on a home values at \$330,000 the increase would be \$182.00 annually. With little discussion, the article was placed on the ballot as written. A vote to restrict reconsideration passed.

### **ARTICLE 23: Contingency Fund**

To see if the Town will vote to establish a contingency fund for the current year, in accordance with NH RSA Section 31:98-a, for unanticipated expenses that may arise and further to raise and appropriate one hundred thousand dollars **(\$100,000)** to go into the fund. Said sum shall come from the undesignated fund balance and no amount to be raised from taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This Article has an estimated tax impact of \$ 0.00 (zero cents per thousand).

Selectman Brew presented this article.

Article was placed on ballot as written

Motion to restrict reconsideration passed

### **ARTICLE 24: Assessing Revaluation Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of twenty-five thousand dollars **(\$25,000)** to be added to the Assessing Revaluation Capital Reserve Fund previously established. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This Article has an estimated tax impact of \$ 0.02 (two cents per thousand).

The Assessing Revaluation CRF balance: \$83,134 as of December 31, 2015.

Selectman Tom Grella presented this article. This Capital Reserve Fund was established in 1994. MH State Law requires a revaluation every 5 years.

This request is the last installment needed to reach the estimated cost of the 2016 revaluation.

The cost will be taken out of the budget if the Article fails.

Margaret McCabe asked if all towns do this. Town Counsel William Drescher advised that the DRA enforces it.

Placed on ballot as written. Motion to restrict reconsideration passed.

## **ARTICLE 25: Communications Center Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of twenty-five thousand dollars **(\$25,000)** to be added to the Communications Center Capital Reserve Fund previously established. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 4-1-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This Article has an estimated tax impact of \$00.02 (two cents per thousand).

The Communication CRF balance: \$41,031 as of December 31, 2015.

Selectman John D'Angelo presented this article. This fund was established in 2006. Its purpose is to pay for major equipment repairs and upgrades. The fund has also been used to pay our share of state and federal grants. There was no discussion.

It was placed on the ballot as written.

Motion to restrict reconsideration passed.

## **ARTICLE 26: Fire Station Renovation Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of sixty-five thousand dollars **(\$65,000)** to be added to the Fire Station Renovation Capital Reserve Fund previously established. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This article has an estimated tax impact of \$00.04 (four cents per thousand).

The Fire Station Renovation CRF balance: \$55,016 as of December 31, 2015.

Selectman Nate Jensen presented this Article. A Capital Reserve Fund was established in 2015 for the purpose of finishing the second floor in the fire station. The balance in the fund as of December 31, 2015 is \$55,016. The plan is to build sleeping quarters, a small kitchen, shower and rest room facilities on the second floor. Preliminary estimates came in at \$200,000.

There was no discussion.

Placed on the ballot as written.

Motion to restrict reconsideration passed.

## **ARTICLE 27: Appropriation of Previously Collected Land Use Change Tax Funds and Deposit to the Fire Station Renovation Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of sixty thousand dollars (\$60,000), said sum to come from the amount collected and deposited into the Land Use Change Tax Fund (LUCT) in the preceding fiscal year, and to transfer said amount into the Fire Station Renovation Capital Reserve Fund, previously established. No additional amount to be raised by taxation. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This article has an estimated tax impact of \$00.00 (zero cents per thousand).

The Fire Station Renovation CRF balance: \$55,016 as of December 31, 2015.

Selectman Reed Panasiti presented this article. This Article would add \$60,000 to add to the Capital Reserve fund already established to finish the second floor of the fire station. The voters are asked permission to transfer the money from the Land Use Change Tax Fund

(LUCT) into the Fire Station Renovation Capital Reserve Fund. Because LUCT funds cannot be used without the permission from the voters, the Selectmen are asking for approval. Mark Bender asked what the balance was in the LUCT fund which is \$60,000. George Bower was asked why land use money would be used for the fire station. Money from this fund was also used towards Town Hall Renovations.

The Article was placed on the ballot as written.

Motion to restrict reconsideration passed.

#### **ARTICLE 28: Fire Truck Refurbish and Purchase Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of one hundred fifty thousand dollars (**\$150,000**) to be added to the Fire Truck /Refurbish and Purchase Capital Reserve Fund, previously established. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This article has an estimated tax impact of \$00.10 (ten cents per thousand).

The Fire Truck CRF balance: \$442,080 as of December 31, 2015.

This Article was presented by Reed Panasiti. This Capital Reserve Fund was established in 1999 to purchase, maintain and refurbish fire apparatus. The balance as of December 31, 2015 was \$442, 037 and the Selectmen are asking to add \$150,000 to this fund. The next fire truck to replace in Engine 5, 1 1991 pumper.

This Article was placed on the ballot as written. Motion to restrict reconsideration passed.

#### **ARTICLE 29: Change of Purpose, Bridge Replacement Capital Reserve Fund**

To see if the Town will vote to change the purpose of the existing Bridge Replacement Capital Reserve Fund under the provisions of RSA 35:16, to the Bridge Repair and Replacement Capital Reserve Fund, and further, to name the Board of Selectmen as agents to expend. (2/3 vote required)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This article has an estimated tax impact of \$00.00 (zero cents per thousand).

This Article was presented by Selectman John D'Angelo. The Bridge Capital Reserve Fund was established in 2010. The goal of this change of purpose is to provide more flexibility in the use of this fund. It can only be used to replace a bridge. If passed, this fund could be used to repair our bridges as well.

This Article was placed on the ballot as written.

Motion to restrict reconsideration passed.

#### **ARTICLE 30: Bridge Repair and Replacement Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of twenty-five thousand (\$25,000) to be added to the Bridge Repair and Replacement Capital Reserve Fund previously established. In the event Article 29 does not pass, this amount will be added to the existing Bridge Replacement Capital Reserve Fund.

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*



*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This article has an estimated tax impact of \$00.02 (two cents per thousand).

The Bridge Replacement CRF has a balance of \$20,115 as of December 31, 2015.

Selectman D'Angelo presented this article. If the previous article passes the Selectmen are asking \$25,000 to be placed in it. The balance of the fund currently in it as of December 31, 2015, is \$20,115. If Article 29 does not pass, the voters are being asked that the \$25,000 be deposited in the existing Bridge Replacement Capital Reserve Fund.

There was no discussion. The article was placed on the ballot as written. Motion to restrict reconsideration passed.

#### **ARTICLE 31: Open Space Land, Conservation Commission**

To see if the Town will vote to raise and appropriate the sum of one hundred thousand dollars (\$100,000) for the purchase of open space land or other property interests as determined by the Selectmen and further, that the amount raised and appropriated herein to be placed into the Amherst Conservation Commission Special Revenue account and may be used to defray the costs attributable to due diligence inspections, title search charges, closing costs and other similar charges associated with any such acquisition. These funds may only be expended to acquire open space lands to meet conservation needs. (Majority vote)

Selectman Dwight Brew motioned to replace the wording of Article 31 with the following:

#### **ARTICLE 31: Open Space Land, Conservation Commission**

Shall the Town vote to raise and appropriate the gross sum of one million dollars (\$1,000,000) of which four hundred fifty thousand dollars (\$450,000) is to be raised by taxation, to be placed into the conservation fund of the Amherst Conservation Commission for the purchase of land only for open space purposes to meet conservation needs on the following conditions as more particularly set forth in Warrant Article 31:

- A. No more than \$450,000 is to be raised by direct taxation. The balance to be raised by available public or private gifts which the Selectmen are authorized to apply for and expend, and/or, payment for the conveyance by the Selectmen to the Piscataquog Land Conservancy of a conservation easement to perpetually restrict use of the property to conservation purposes and the Selectmen are authorized to grant such easement;
- B. The funds shall only be used for the purchase of all or part of the parcels of land known as Map 6, Lot 102, Map 4, Lot 119, and Map 4, Lot 121.
- C. The completion of purchase agreement regarding those properties no later than May 3, 2016, to the satisfaction of the Selectmen and Conservation Commission providing for a final closing no later than March 31, 2017.
- D. Any expenditure from the conservation fund shall be compliant with public hearing requirements and approved by the Selectmen.

This appropriation and authorization shall be null and void if the conditions set forth above do not occur as required. All as more particularly set forth in amended Article 31 set forth in the Town Warrant.

Selectman Brew said that the opportunity was there for the Town of Amherst and the

Piscataquog Land Conservancy to purchase 3 lots totaling 227.5 acres of undeveloped land and protect them as permanent conservation land for the citizens of Amherst. The land is located about 2 miles and a half southeast of the Amherst Town Hall and is bounded by Spring Rd., County Rd., and Upham Rd. The land is part of a larger group of lots totaling 352 acres that is currently on the market. The Town and the PLC want to protect this land for drinking water, conserving the live habitat of the area and to provide town residents with an addition place for outdoor recreation. The lands sits above an aquifer and keeping the land above this aquifer undeveloped is the best way to keep it protected from contamination.

This opportunity came to the attention of the Amherst Conservation Commission in late December of 2015. The ACC asked the Piscataquog Land Conservancy if the group could investigate this opportunity. The PLC, based in New Boston, had recently expanded their service to include other towns, including Amherst. The PLC determined that the land was worthy of conservation, arranged for an appraisal and had a signed agreement with the landowners to hold the land until the voters could decide whether to approve the \$450,000 warrant article. The PLC worked closely with the Amherst Conservation Commission and the Board of Selectmen.

John Harvey from the ACC said that this land is across the road from the Pond Parish Conservation land. Several voters spoke in favor of this article.

The Article was placed on the ballot as reworded.

Motion to restrict reconsideration passed.

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

#### **ARTICLE 32: Maintenance Garage Construction Project**

To see if the town will vote to establish a Maintenance Garage Construction Project Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of building a town vehicle maintenance garage and to raise and appropriate the sum of one hundred thousand dollars (\$100,000) to be placed in said fund and further, to name the Board of Selectmen as agents to expend from said fund. (Majority Vote)

*(The Board of Selectmen supports this article by a vote of 4-1-0.)*

*(The Ways and Means Committee does not support this article by a vote of 6-0-0.)*

Selectmen Tom Grella presented this Article. This Article would establish a Capital Reserve Fund for a vehicle maintenance garage to service town vehicles which would improve the efficient care and repair of the vehicles. The current building is inadequate as it does not have an auto lift and the mechanic currently uses a creeper to do oil changes and other repairs. The building is too small to house many of the DPW trucks so service must be done outdoors. The mechanic maintains 18 DPW vehicle, 7 police cruisers, 5 recreation vehicles, and one community development vehicle. This would hopefully be funded for 2 years.

Placed on ballot as written. Motion to restrict reconsideration passed.

#### **ARTICLE 33: Old Mail Road from Class VI to Class B Trail**

Shall the Town vote to reclassify segments of the Class VI roadway known as Old Mail Road, commencing at its intersection with Winterberry Drive thence northerly approximately 3,220± feet to the southeasterly corner of the parcel of land identified as Lot 10-61-1 on the Tax Maps of the Town; and commencing at the intersection of New South Road thence northerly

approximately 1,400± feet to the intersection with Horace Greeley Road from a Class VI Road to a Class B trail in accordance with RSA 231-A:3. (*Majority vote*)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

This Article has an estimated tax impact of \$00.00 (zero cents per thousand).

Selectman Nate Jensen presented this Article. Old Mail Road is a Class VI road and is not maintained by the town. All members of the public have a right to use this public way but the Town cannot use tax dollars to fund the maintenance of it. By reclassifying it as a Class B Trail, full public right of way is maintained, subject to public use restrictions. It will not be used for vehicular access. The Town can use municipal funds to maintain a Class B trail. The Amherst Conservation Commission wants to maintain the Old Mail Trail to further extend the trail network in the Town of Amherst.

This Article was placed on the ballot as written. Motion to restrict reconsideration passed.

Selectman Brew concluded that the proposed operating budget tax rate is estimated to be \$5.55, an increase of \$.16.

If all proposed Warrant Articles pass, the total appropriation requested would increase by \$840,000, thereby increasing the municipal tax rate to \$6.10 per \$1000 of valuation.

On behalf of the Board of Selectmen, Mr. Brew thanked the voters for attending and looked forward to seeing them on March 8.

The meeting was adjourned at 9:22 PM by Moderator Coughlan.

Respectfully submitted,

Nancy A. Demers  
Town Clerk

**MARCH 8, 2016**

### SELECTMEN (3 years)

### MODERATOR (2 years)

Stephen W. Coughlan 2110

## Jeffrey S. Towne 891

Stephen G. Mantijs 1553

## Cynthia J. Dokmo 2054

## **ARTICLE 22: Operating Budget**

Shall the Town vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth herein, totaling **\$12,896,109**. Should this article be defeated the default budget shall be **\$12,596,564** which is the same as last year with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting in accordance with RSA 40:13 X and XVI to take up the issue of a revised operating budget only. This operating budget warrant article does not include appropriations contained in ANY other Warrant Article. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This article has an estimated tax impact of \$ 0.16 (sixteen cents per thousand).

YES = 1890

NO = 987

## **ARTICLE 23: Contingency Fund**

To see if the Town will vote to establish a contingency fund for the current year, in accordance with NH RSA Section 31:98-a, for unanticipated expenses that may arise and further to raise and appropriate one hundred thousand dollars (**\$100,000**) to go into the fund. Said sum shall come from the undesignated fund balance and no amount to be raised from taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This article has an estimated tax impact of \$ 0.00 (zero cents per thousand).

YES = 2147

NO = 716

## **ARTICLE 24: Assessing Revaluation Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of twenty-five thousand dollars (**\$25,000**) to be added to the Assessing Revaluation Capital Reserve Fund previously established. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This article has an estimated tax impact of \$ 0.02 (two cents per thousand).  
The Assessing Revaluation CRF balance: \$83,134 as of December 31, 2015.

YES = 1755

NO = 1011

**ARTICLE 25: Communications Center Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of twenty-five thousand dollars **(\$25,000)** to be added to the Communications Center Capital Reserve Fund previously established. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 4-1-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This article has an estimated tax impact of \$00.02 (two cents per thousand).

The Communication CRF balance: \$41,031 as of December 31, 2015.

YES = 1789

NO = 977

**ARTICLE 26: Fire Station Renovation Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of sixty-five thousand dollars **(\$65,000)** to be added to the Fire Station Renovation Capital Reserve Fund previously established. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This article has an estimated tax impact of \$00.04 (four cents per thousand).

The Fire Station Renovation CRF balance: \$55,016 as of December 31, 2015.

YES = 1808

NO = 998

**ARTICLE 27: Appropriation of Previously Collected Land Use Change Tax Funds and Deposit to the Fire Station Renovation Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of sixty thousand dollars (\$60,000), said sum to come from the amount collected and deposited into the Land Use Change Tax Fund (LUCT) in the preceding fiscal year, and to transfer said amount into the Fire Station

Renovation Capital Reserve Fund, previously established. No additional amount to be raised by taxation. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This article has an estimated tax impact of \$00.00 (zero cents per thousand).

The Fire Station Renovation CRF balance: \$55,016 as of December 31, 2015.

YES = 1984

NO = 783

**ARTICLE 28: Fire Truck Refurbish and Purchase Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of one hundred fifty thousand dollars (**\$150,000**) to be added to the Fire Truck /Refurbish and Purchase Capital Reserve Fund, previously established. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This article has an estimated tax impact of \$00.10 (ten cents per thousand).

The Fire Truck CRF balance: \$442,080 as of December 31, 2015.

YES = 1875

NO = 934

**ARTICLE 29: Change of Purpose, Bridge Replacement Capital Reserve Fund**

To see if the Town will vote to change the purpose of the existing Bridge Replacement Capital Reserve Fund under the provisions of RSA 35:16, to the Bridge Repair and Replacement Capital Reserve Fund, and further, to name the Board of Selectmen as agents to expend. (2/3 vote required)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This article has an estimated tax impact of \$00.00 (zero cents per thousand).

YES = 2246

NO = 537

**ARTICLE 30: Bridge Repair and Replacement Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of twenty-five thousand (\$25,000) to be added to the Bridge Repair and Replacement Capital Reserve Fund previously established. In the event Article 29 does not pass, this amount will be added to the existing Bridge Replacement Capital Reserve Fund.

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This article has an estimated tax impact of \$00.02 (two cents per thousand).

The Bridge Replacement CRF has a balance of \$20,115 as of December 31, 2015.

YES = 1977

NO = 803

**ARTICLE 31: Open Space Land, Conservation Commission**

Shall the Town vote to raise and appropriate the gross sum of one million dollars (\$1,000,000) of which four hundred fifty thousand dollars (\$450,000) is to be raised by taxation, to be placed into the conservation fund of the Amherst Conservation Commission for the purchase of land only for open space purposes to meet conservation needs on the following conditions as more particularly set forth in Warrant Article 31:

- A. No more than \$450,000 is to be raised by direct taxation. The balance to be raised by available public or private gifts which the Selectmen are authorized to apply for and expend, and/or, payment for the conveyance by the Selectmen to the Piscataquog Land Conservancy of a conservation easement to perpetually restrict use of the property to conservation purposes and the Selectmen are authorized to grant such easement;
- B. The funds shall only be used for the purchase of all or part of the parcels of land known as Map 6, Lot 102, Map 4, Lot 119, and Map 4, Lot 121.
- C. The completion of purchase agreement regarding those properties no later than May 3, 2016, to the satisfaction of the Selectmen and Conservation Commission providing for a final closing no later than March 31, 2017.
- D. Any expenditure from the conservation fund shall be compliant with public hearing requirements and approved by the Selectmen.

This appropriation and authorization shall be null and void if the conditions set forth above do not occur as required. All as more particularly set forth in amended Article 31 set forth in the Town Warrant.

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

*(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

This article has an estimated tax impact of \$00.29 (twenty-nine cents per thousand).

YES = 1878

NO = 984

**ARTICLE 32: Maintenance Garage Construction Project**

To see if the town will vote to establish a Maintenance Garage Construction Project Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of building a town vehicle maintenance garage and to raise and appropriate the sum of one hundred thousand dollars (\$100,000) to be placed



in said fund and further, to name the Board of Selectmen as agents to expend from said fund. (Majority Vote)

*(The Board of Selectmen supports this article by a vote of 4-1-0.)*

*(The Ways and Means Committee does support this article by a vote of 6-0-0.)*

This article has an estimated tax impact of \$00.06 (six cents per thousand).

YES = 1379

NO = 1408

**ARTICLE 33: Old Mail Road from Class VI to Class B Trail**

Shall the Town vote to reclassify segments of the Class VI roadway known as Old Mail Road, commencing at its intersection with Winterberry Drive thence northerly approximately 3,220± feet to the southeasterly corner of the parcel of land identified as Lot 10-61-1 on the Tax Maps of the Town; and commencing at the intersection of New South Road thence northerly approximately 1,400± feet to the intersection with Horace Greeley Road from a Class VI Road to a Class B trail in accordance with RSA 231-A:3. (Majority vote)

*(The Board of Selectmen supports this article by a vote of 5-0-0.)*

This article has an estimated tax impact of \$00.00 (zero cents per thousand).

YES = 2115

NO = 589

**Zoning Warrant Articles**

**ARTICLE 34: Mobile Homes & Trailers**

Are you in favor of adopting Amendment No. 1 as proposed by the Planning Board as follows:

To amend Section 3.6 of the Zoning Ordinance, Mobile Homes & Trailers, clarifying that unoccupied recreational vehicles may be stored in all zones, allowing temporary occupancy of a recreational vehicle by a person for whom a residence is being built on the property, and allowing limited temporary occupancy of a recreational vehicle on a property for non-paying guests of the property owner.

*(The Planning Board voted 6-0-0 to support this article)*

YES = 1805

NO = 982

**ARTICLE 35: Proposed Text Amendment Changes for Consistency with 2015 Amendments**

Are you in favor of adopting Amendment No. 2 as proposed by the Planning Board as follows:

To amend Sections 4.3.A.7, 4.5.B.7 and 4.16.E of the Zoning Ordinance for text amendments and reference updates consistent with Zoning Amendments approved by the Town in 2015.

*(The Planning Board voted 6-0-0 to support this article)*

YES = 1996

NO = 555

**ARTICLE 36: Personal Wireless Service Facilities**

Are you in favor of adopting Amendment No. 3 as proposed by the Planning Board as follows:

To amend Section 3.16.E of the Zoning Ordinance, Personal Wireless Service Facilities, to eliminate the requirement for site plan review for co-location of antennas on an existing telecommunications tower. This change is proposed to bring the ordinance into compliance with RSA 12K:10.

*(The Planning Board voted 6-0-0 to support this article)*

YES = 2179

NO = 536

**ARTICLE 37: Elderly Housing Density**

Are you in favor of adopting Amendment No. 4 as proposed by the Planning Board as follows:

To amend Section 4.20A of the Zoning Ordinance, Elderly Housing to delete the minimum next tract area for elderly housing developments.

*(The Planning Board voted 6-0-0 to support this article)*

YES = 1959

NO = 751

**ARTICLE 38: Board of Adjustment**

Are you in favor of adopting Amendment No. 5 as proposed by the Planning Board as follows:

To amend Section 6.3 of the Zoning Ordinance, Zoning Board of Adjustment, to eliminate the requirement that a member of the Zoning Board shall hold no

other elected municipal office, to formalize the authority of the Zoning Board to appoint up to five alternates as provided in RSA 673:6 II-a

and to make the conditions for granting a variance consistent with State statute.

*(The Planning Board voted 6-0-0 to support this article)*

YES = 1577

NO = 1049

**ARTICLE 39: Administration**

Are you in favor of adopting Amendment No. 6 as proposed by the Planning Board as follows:

To amend Section 6.1 of the Zoning Ordinance, Administration, to correct formatting errors and update the organization of this section.

*(The Planning Board voted 6-0-0 to support this article)*

YES = 2299

NO = 330

**ARTICLE 40: Recreational Uses**

Are you in favor of adopting Amendment No. 7 as proposed by the Planning Board as follows:

To amend Sections 4.3.A.8, 4.4.B.7, 4.5.B.8, 4.6.B.4, 4.7.A.7, 4.8.A.10, 4.9.A.17, Section 4.7.B.1, Section 4.9.A.14 to permit non-commercial sports and recreation uses in all zones in the Town, subject to site plan review by the Planning Board. And to amend Section 9.1, Definitions, to insert definitions for non-commercial and commercial recreational uses.

*(The Planning Board voted 6-0-0 to support this article)*

YES = 972

NO = 1842

**ARTICLE 41: Temporary Sign Standards**

Are you in favor of adopting Amendment No. 8 as proposed by the Planning Board as follows:

To amend Section 3.4.5 of the Zoning Ordinance, Temporary Signage by deleting the current language and replacing it with new temporary language

that provides consistency in the temporary sign allowance for businesses, community organizations and individuals.

*(The Planning Board voted 6-0-0 to support this article)*

YES = 1999

NO = 650

**ARTICLE 42: Withdrawn by Planning Board**

This warrant article has been withdrawn by the Planning Board. The article number has been retained so as not to disturb the numeric sequence of the remaining articles.

**ARTICLE 43: Accessory Apartments**

Are you in favor of adopting Amendment No. 9 as proposed by the Planning Board as follows:

To amend Sections 4.3, 4.4, 4.5, 4.7 and 4.8 of the Zoning Ordinance to add accessory apartments as a permitted use in the zones where they are currently permitted by special exception.

*(The Planning Board voted 6-0-0 to support this article)*

YES = 1623

NO = 986

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT MARRIAGE REPORT

01/01/2016 - 12/31/2016

-- AMHERST --

Person A's Name and Residence	Person B's Name and Residence	Town of Issuance	Place of Marriage	Date of Marriage
BURKE, DONNA MARIE E AMHERST, NH	WEST, SUSAN F AMHERST, NH	BETHLEHEM	BETHLEHEM	01/15/2016
MARTINA, EMILY E AMHERST, NH	BOLAND III, RUSSELL J DERRY, NH	DERRY	AMHERST	02/14/2016
HANLON, ADAM D AMHERST, NH	KYVELOS, DANIELLE N WEST PARIS, MA	AMHERST	MILFORD	03/15/2016
PELL, SERENA L AMHERST, NH	BURNS, MICHAEL J AMHERST, NH	AMHERST	AMHERST	03/17/2016
COOKE, BLAINE A AMHERST, NH	LOPEZ, BRIANA R NASHUA, NH	AMHERST	MANCHESTER	03/29/2016
SMITH, AMANDA R AMHERST, NH	MATHEWS, TODD G AMHERST, NH	AMHERST	WASHINGTON	04/02/2016
SODDERS, BRIAN C AMHERST, NH	MICHELSON, JENNA M AMHERST, NH	MILFORD	BEDFORD	05/07/2016
BOUDREAU, CYNTHIA A AMHERST, NH	GUZOWSKI, JOHN P AMHERST, NH	AMHERST	AMHERST	05/14/2016
GAUCI, CHELSEA D AMHERST, NH	COOK, THOMAS B AMHERST, NH	AMHERST	SUNAPEE	06/11/2016
BRODY, MICHAEL B AMHERST, NH	PASSEN, SHERI L AMHERST, NH	AMHERST	GILFORD	06/25/2016
MILLER, EDWARD J AMHERST, NH	LEFEBVRE, LINDA A AMHERST, NH	AMHERST	AMHERST	06/25/2016

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT MARRIAGE REPORT

01/01/2016 - 12/31/2016

-- AMHERST --

Person A's Name and Residence	Person B's Name and Residence	Town of Issuance	Place of Marriage	Date of Marriage
UPPULURI, RUTHWIK AMHERST, NH	SCULLY, BRITTNEY L AMHERST, NH	AMHERST	AMHERST	07/23/2016
RAPAGLIA, HEATHER C AMHERST, NH	DUBOWIK, JAKE J HUDSON, NH	AMHERST	HUDSON	07/29/2016
PICHETTE, JACLYN K AMHERST, NH	LEWIS, JOSHUA S AMHERST, NH	AMHERST	BEDFORD	08/06/2016
GULLOTTI, JONATHAN W AMHERST, NH	SARAZEN, ASHLEY M AMHERST, NH	AMHERST	AMHERST	08/07/2016
LABONTE, BRIAN AMHERST, NH	BYRAM, MELANIE A AMHERST, NH	AMHERST	BEDFORD	08/28/2016
COATES, BRADFORD H AMHERST, NH	PIERCE, CHELSEA E AMHERST, NH	HOLLIS	HOLLIS	09/03/2016
LOTTO, STEPHEN H AMHERST, NH	CAPPS, MELISSA R AMHERST, NH	AMHERST	LYME	09/17/2016
REID III, JAMES L AMHERST, NH	GAGNON, SANDRA L AMHERST, NH	AMHERST	PORTSMOUTH	10/09/2016
VAN VELZEN, DAVID A AMHERST, NH	SILBERMANN, MARTINE J AMHERST, NH	AMHERST	AMHERST	10/28/2016

Total number of records 20

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION



RESIDENT DEATH REPORT

01/01/2016 - 12/31/2016

--AMHERST, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
SYLVESTER, CHARLES	01/24/2016	AMHERST	SYLVESTER, ROY	WOODS, LOTTIE	Y
BRODEUR, CONSTANCE	02/02/2016	AMHERST	BOSSE, GASTON	DUCHARME, NOELLA	N
HORN, RICHARD	02/07/2016	MILFORD	HORN, CLIFFORD	FETTIN, CATHERINE	N
KATSIGIANIS, ANGELA	02/14/2016	MANCHESTER	ZAFERIOU, GEORGE	ZERVOS, AMELIA	N
DRISCOLL, NANCY	02/16/2016	MERRIMACK	DRISCOLL, GEORGE	WILEY, ELAINE	N
HEBERT, DAVID	02/18/2016	BEDFORD	HEBERT, HENRY	BEAUDOIN, JULIETTE	N
COSMO, GEORGE	03/01/2016	MANCHESTER	COSMO, VINCENT	SOUZA, MARIA	Y
BROOKS, BARBARA	03/02/2016	MERRIMACK	BROOKS, FRANK	MARCHILDON, LORRAINE	N
HANSEN JR, RODNEY	03/15/2016	NASHUA	HANSEN, RODNEY	O'LEARY, JANET	Y
POWERS, ALFRED	03/24/2016	NASHUA	POWERS, UNKNOWN	UNKNOWN, UNKNOWN	Y
BRODSKY, LARRY	03/24/2016	MERRIMACK	BRODSKY, DAVID	BERNSTEIN, HELEN	N
CHOATE, JHAN	03/27/2016	AMHERST	ENGLISH, JOHN	PYNE, NATALIE	Y
MILLS, MARLENE	03/27/2016	MERRIMACK	PELLETIER, ROGER	LEPETE, JOYCE	N
QUINLAN, RICHARD	03/31/2016	AMHERST	QUINLAN, RICHARD	NORMILE, HELEN	N
NEELLEY, SHELLEY	04/01/2016	MERRIMACK	MCCLELLAN, JAMES	WATERS, DOROTHY	N
HOLDEN, CAROL	04/01/2016	NASHUA	QUINN, JOHN	DONOVAN, HELEN	N
DAVIS SR, ROBERT	04/06/2016	MERRIMACK	DAVIS, HENRY	PUTNAM, MAUDE	Y
DENNISTON, GRANT	04/06/2016	MERRIMACK	DENNISTON, GRANT	GOLDING, ANNE	N

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION



RESIDENT DEATH REPORT

01/01/2016 - 12/31/2016

--AMHERST, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
KENNEALLY III, JEREMIAH	04/06/2016	NASHUA	KENNEALLY JR, JEREMIAH	HAVILAND, CAROLYN	N
SIMMONS, JONATHAN	04/09/2016	NASHUA	LAROCHE, ROLAND	SIMMONS, CHERYL	N
MCNAMARA, MARILYN	04/10/2016	AMHERST	BILLINGS, RICHARD	TARALDSEN, NORMA	N
VACCARO, ELSIE	04/14/2016	MERRIMACK	SHALAKOWSKI, JOHN	HRYNKY, HELEN	N
GLOVER, MARY	04/18/2016	BEDFORD	FLAHERTY, WILLIAM	LYNCH, MARY	N
RADUAZZO, ALICE	04/30/2016	NASHUA	COGLIANO, JOHN	BUONOPANE, ALICE	N
RYAN, CHARLES	05/02/2016	TILTON	RYAN, THOMAS	MILLS, LILLIAN	Y
LUND, MARILYN	05/03/2016	AMHERST	LUND, PERLEY	SCOTT, CHRISTINE	N
JALBERT, JEANNE	05/07/2016	MERRIMACK	LEVESQUE, RALPH	VERNEN, IRENE	N
YOUNG, MAURICE	05/29/2016	AMHERST	YOUNG, JOHN	HORTON, MAYSIE	Y
HAYDEN, PAUL	06/02/2016	NASHUA	HAYDEN, PAUL	POLLARD, MARY	N
STICKNEY, CHARLES	06/10/2016	AMHERST	STICKNEY, EARL	DUNCAN, INA	Y
LANCASTER, GERALD	06/11/2016	AMHERST	LANCASTER, GEORGE	KANE, BEATRIX	U
OVERHOLT JR, WILLIAM	06/15/2016	AMHERST	OVERHOLT SR, WILLIAM	DETWEILER, LAURA	Y
KIERNAN, NANCY	06/24/2016	AMHERST	THORELL SR, GEORGE	MORRILL, SHIRLEY	N
YOUNG, RICHARD	06/28/2016	NASHUA	YOUNG, ANDREW	BARREGO, BASILIA	N
TUCKER, RICHARD	07/23/2016	AMHERST	TUCKER, JAMES	COVINGTON, BARBARA	N
O'BRIEN, JOHN	07/29/2016	BEDFORD	O'BRIEN, WILLIAM	REGAN, HELEN	Y



DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION



RESIDENT DEATH REPORT

01/01/2016 - 12/31/2016

--AMHERST, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
WEEDEN, VIRGINIA	07/30/2016	BEDFORD	PALK, BERTRAM	MORLOCK, MILDRED	N
PACINE, LEONARD	08/29/2016	AMHERST	PACINE, GEORGE	LUTKUS, HELEN	Y
BENNETT, ELAINE	09/18/2016	AMHERST	JURSA, JOSEPH	MUNS, ISABEL	N
LONG, WILLIAM	09/20/2016	AMHERST	LONG, CHARLES	TOWNES, RUTH	Y
BALLOU, MICHAEL	09/21/2016	MANCHESTER	GOODFELLOW, LAWRENCE	BALLOU, JEANINE	Y
TEICHMANN, THOMAS	10/10/2016	AMHERST	TEICHMANN, FREDERIC	KARKUTT, CLAIRE	N
DRONSEIKO, RONALD	10/11/2016	NASHUA	DRONSEIKO, VINCENT	FEDEROWSKI, MARION	N
ROBINSON, DEBORAH	10/19/2016	AMHERST	FALCONE, LEONARD	MILLER, MARGARET	N
MORRISSETTE, RAYMOND	10/19/2016	MERRIMACK	MORRISSETTE, RAYMOND	MARSHALL, MARJORIE	N
MONAGLE, ROSEMARIE	10/23/2016	AMHERST	RIGGI, JULIO	MARMIANI, YOLANDA	N
LEVIN, JENNIFER	10/25/2016	NASHUA	LEVIN, ALVIN	LOWENTHAL, ELIZABETH	N
GERSTENBERGER, RONALD	10/28/2016	AMHERST	GERSTENBERGER, ARTHUR	HUGEL, GERTRUDE	Y
WALKER, NORMA	11/06/2016	MILFORD	GERRY, BYRON	LAWRENCE, MARY	N
HEINLEIN, STEPHEN	11/11/2016	AMHERST	HEINLEIN, ROBERT	TAYLOR, ANDREA	N
LEARY JR, WILLIAM	11/18/2016	MERRIMACK	LEARY SR, WILLIAM	WOODWARD, ETHEL	N
MICHIE, CHARLES	11/21/2016	MANCHESTER	MICHIE, ROBERT	CARON, TERESA	N
DAVID, ROSEMARY	11/24/2016	NASHUA	LINDENMAYER, KARL	WAGNER, JOSEPHINE	N
SHULMAN-FREY, MARY	12/03/2016	GOFFSTOWN	VANORMAN, ERNEST	O'BRYAN, FLORENCE	N

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION



RESIDENT DEATH REPORT

01/01/2016 - 12/31/2016

--AMHERST, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
PRINGLE, EVLYN	12/06/2016	MERRIMACK	GONSER, HENRY	DOLPHIN, IDA	N
KEMENY, GEORGE	12/17/2016	AMHERST	KEMENY, OSCAR	SEIDLER, ANNA	Y
WENZEL, HERBERT	12/18/2016	BEDFORD	WENZEL, HERBERT	WHEELER, FRANCES	Y
PETERSON, LEONARD	12/21/2016	MILFORD	PETERSON, MYRON	NAFFZIGER, LAURA	Y
MILAN, MARY	12/22/2016	MILFORD	HICKEY, LEO	MYLOTT, MARGARET	N

Total number of records 59

**DEPARTMENT OF STATE**  
**DIVISION OF VITAL RECORDS ADMINISTRATION**

**RESIDENT BIRTH REPORT**

01/01/2016-12/31/2016

--AMHERST--

Child's Name	Birth Date	Birth Place	Father's/Partner's Name	Mother's Name
TERLIZZI, TAYLOR CHARLES	01/06/2016	MANCHESTER,NH	TERLIZZI, MICHAEL	TERLIZZI, MICHELE
BETTENCOURT, FINN MICHAEL	01/11/2016	MILFORD,NH	BETTENCOURT, GREGORY	BETTENCOURT, MEGAN
COOGAN, ISLA LYNNE	01/15/2016	MANCHESTER,NH	COOGAN, BRIAN	COOGAN, ERIN
DUBOIS, ASHER ROLAND	01/21/2016	MILFORD,NH	DUBOIS, ADAM	DUBOIS, ANDREA
ZWICKER, PIPPA CLAIRE	01/25/2016	NASHUA,NH	ZWICKER, BRENT	ZWICKER, CHELSEY
MONTWILL, BRYCE JEFFREY	01/27/2016	NASHUA,NH	MONTWILL, TODD	MONTWILL, BROOKE
SHANNON, NORILEE RYANNE	02/05/2016	MANCHESTER,NH	SHANNON, MICHAEL	SHANNON, JENNIFER
INDEGLIA, ANTHONY FRANCIS	02/05/2016	NASHUA,NH	INDEGLIA, PAUL	INDEGLIA, MEGAN
IRVING, VIVIAN WENDY	02/16/2016	MANCHESTER,NH	IRVING, SCOTT	IRVING, SYDNEY
OSTROWSKI, HENRY MATTHEW	03/05/2016	NASHUA,NH	OSTROWSKI, MATTHEW	GARCIA, JOSEFINE
BARTIS, AUBREE MIKELLE	03/07/2016	NASHUA,NH	BARTIS, NICHOLAS	BARTIS, HEATHER
PELLEGRINO, AIDEN JAMES	03/25/2016	NASHUA,NH	PELLEGRINO, COLIN	PELLEGRINO, KATHLEEN
MIRON, MASON LEE	04/02/2016	NASHUA,NH	MIRON, ERIC	MIRON, JESSICA
MILLER, AVA VERONICA CATHERINE	04/17/2016	NASHUA,NH	MILLER, CARLOS	BRYAN, ALEXANDRIA
GOULD, MAXWELL JAMES	04/21/2016	MANCHESTER,NH	GOULD, BRIAN	GOULD, EMILY
BROUGHTON, MARLOW NOELLE	04/23/2016	NASHUA,NH	BROUGHTON, ABEL	BROUGHTON, MEGAN
MAYO, CHARLOTTE ANNE	05/10/2016	MANCHESTER,NH	MAYO, GARRETT	MAYO, REBECCA
PARENT, DAX XAVIER	05/16/2016	MANCHESTER,NH	PARENT, CHRISTOPHER	LONGLEY, LORI
MITCHELL, ISABELLA SAMANTHA ROSE	06/10/2016	MANCHESTER,NH	MITCHELL, JONATHON	MITCHELL, HOLLY
ROY, RAINA ELIZABETH	06/11/2016	NASHUA,NH	ROY, CHRISTOPHER	ROY, ESTHER
NUNES, MARSHALL ANDREW	06/15/2016	NASHUA,NH	NUNES, ANDREW	NUNES, SAMANTHA
WEBER, EZEKIEL JONAS	06/17/2016	NASHUA,NH	WEBER, NATHAN	WEBER, HANNAH
FERDINANDO, JAMESON RAY	06/17/2016	MANCHESTER,NH	FERDINANDO, ALAN	FERDINANDO, EMILY
SALISBURY, ALICE RAVEN LEE	06/23/2016	NASHUA,NH	SALISBURY, COREY	SALISBURY, ELIZABETH
GEREKOS, ARIANNA ROSE	06/28/2016	NASHUA,NH	GEREKOS, EVANGELOS	GEREKOS, SARAH
MITRI-LEGault, LUCAS ANTHONY	06/29/2016	NASHUA,NH	LEGault II, RICHARD	MITRI-REED, ROSA-LEE
QUINLAN, GEORGE ROBERT	07/01/2016	NASHUA,NH	QUINLAN, ROBERT	QUINLAN, AMANDA
HITCHCOCK, NOLAN WALTER	07/08/2016	NASHUA,NH	HITCHCOCK, JEREMY	HITCHCOCK, MELISSA
BOSKEE, CAMILLE RIVER	07/19/2016	NASHUA,NH	BOSKEE, CURTIS	BOSKEE, KARRIE
BARDEN, LIAM MATTHEW	07/25/2016	MANCHESTER,NH	BARDEN, WILLIAM	BARDEN, NINA
THOMPSON, DYLAN MILES	08/17/2016	MANCHESTER,NH	THOMPSON, JEFFREY	THOMPSON, SARAH
RUSSELL, JAXON ARTHUR	08/19/2016	NASHUA,NH	RUSSELL, BRIAN	RUSSELL, COREEN
JESSEMAN, DECLAN DAVID	08/23/2016	MANCHESTER,NH	JESSEMAN, DANIEL	VIGNEAULT, ASHLEY
TORRES, TAYLOR JEAN	09/05/2016	NASHUA,NH	TORRES, GEORGE	TORRES, CHRISTINE
KING, EIRALYS MARIE	09/05/2016	NASHUA,NH	KING IV, PAUL	KING, CYNTHIA

**DEPARTMENT OF STATE**  
**DIVISION OF VITAL RECORDS ADMINISTRATION**

**RESIDENT BIRTH REPORT**

01/01/2016-12/31/2016

--AMHERST--

Child's Name	Birth Date	Birth Place	Father's/Partner's Name	Mother's Name
TROMBLY, EDWIN DAVIS	09/07/2016	NASHUA,NH	TROMBLY, DAVID	CUMMINGS, MOLLY
MORRISSEY, MICAH WILLIAM	09/11/2016	NASHUA,NH	MORRISSEY, MARTIN	MORRISSEY, LEAH
CHABOT, OWEN JASON	09/15/2016	NASHUA,NH	CHABOT, JASON	CHABOT, CHRISTINE
VAN REGENMORTER, ALEXA ROSE	09/18/2016	NASHUA,NH	VAN REGENMORTER, RYAN	VAN REGENMORTER, JENNIFER
DONOVAN, SAMANTHA ANNE	09/19/2016	NASHUA,NH	DONOVAN, GREGORY	DONOVAN, KATHRYN
SPENCER, MALLORY MARIE	09/19/2016	NASHUA,NH	SPENCER, ADAM	SPENCER, MELISSA
LANE, OLIVER HENRY	10/07/2016	PORTSMOUTH,NH	LANE, MICHAEL	LANE, ERIN
MEAS, HARPER JILLIAN	10/13/2016	NASHUA,NH	MEAS, PHE	LAW, TIFFANY
BRADLEY, TRISTAN SAWYER	10/13/2016	NASHUA,NH	BRADLEY, RYAN	BRADLEY, ASHLEY
ESPINAL, MATEO ROMMEL	10/18/2016	NASHUA,NH	ESPINAL, ROMMEL	ESPINAL, STEPHANIE
CASEY, JACKSON MICHAEL	10/18/2016	NASHUA,NH	CASEY, DANIEL	CASEY, ASHLEY
GURRISI, OWEN THOMAS	10/19/2016	NASHUA,NH	GURRISI, NICHOLAS	WRIGHT, RENEE
PORRAS, DANTE TOMAS	10/22/2016	NASHUA,NH	PORRAS, RICARDO	JORQUERA QUIROZ, CLAUDIA
MCCARTHY, PRESTON DAVIS	11/03/2016	LEBANON,NH	MCCARTHY, DONOVAN	CROCKER, KIMBERLY
ELA, CLAIRE JOANNE	11/07/2016	NASHUA,NH	ELA, SCOTT	ELA, SARAH
BALLARD, ISOBEL REY	11/08/2016	NASHUA,NH	BALLARD, LARRY	BALLARD, JEANETTE
MELLO, DANIELA ROSE MAROTTA	11/22/2016	MANCHESTER,NH	MELLO, KEITH	MAROTTA, DANAE
ELLSWORTH, CORINNE SADIE	11/22/2016	NASHUA,NH	ELLSWORTH, CLINTON	ELLSWORTH, BRITTANY
HUJSAK, ANNORA JANE	11/23/2016	NASHUA,NH	HUJSAK, KEITH	HUJSAK, CASSANDRA
ROY, CALLAN WENTWORTH	12/08/2016	MANCHESTER,NH	ROY, JESSE	BAKER, ALEXIS
ROY, WHITLEY PRESCOTT	12/08/2016	MANCHESTER,NH	ROY, JESSE	BAKER, ALEXIS
LATULIPPE, LOGAN RAYMOND	12/14/2016	MANCHESTER,NH	LATULIPPE, ERIC	HARRINGTON, ELIZABETH
GOINSALVOS, EVAN MILLER	12/30/2016	NASHUA,NH	GOINSALVOS, ADAM	GOINSALVOS, KAETLYN

Total number of records 58

**SUMMARY INVENTORY OF VALUATION - MS1**

**LAND:**

	<b>Acres</b>	
Current Use	6313.00	844,400.00
Residential	8252.47	475,345,350.00
Commerical/Industrial	782.44	67,287,850.00
Non-Taxable (\$28,331,400.00)		

**BUILDINGS:**

Residential	963,459,255.00
Manufactured	2,583,700.00
Commercial/Industrial	145,133,450.00
Non-Taxable (\$66,564,400.00)	

**UTILITIES:**

Electric	36,500,000.00
Gas	4,250,700.00
Water	8,222,500.00

**VALUATION BEFORE EXEMPTIONS:**

**1,703,627,205.00**

**EXEMPTIONS OFF ASSESSED VALUE:**

Elderly (90)	9,529,100.00
Blind (5)	175,000.00
Totally & Permanently Disabled (7)	332,000.00
Solar/Windpower (6)	26,468.00

**NET VALUATION AFTER EXEMPTIONS:**

**1,693,564,637.00**

**EXEMPTIONS OFF GROSS TAX:**

**276,000.00**

Veterans (525)

**CURRENT USE REPORT**

Farm Land	2189.75	No. of Owners Granted CU	207
Forest Land	2999.95	No. of Parcels in CU	232
Unproductive Land	1.00		
Wet Land	1122.30		
Rec. 20% Recreation Adj.	221.43		
Removed From CU	25.95		



## Report of Appropriations Actually Voted: Amherst

Form Due Date: 20 Days after the Meeting

**For Assistance Please Contact:**

**NH DRA Municipal and Property Division**

Phone: (603) 230-5090

Fax: (603) 230-5947

<http://www.revenue.nh.gov/mun-prop/>

**CERTIFICATION OF APPROPRIATIONS VOTED**

This is to certify that the information contained in this form, appropriations actually voted by the town/city meeting, was taken from official records and is complete to the best of our knowledge and belief. 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.

Governing Body Certifications		
Name	Position	Signature
Dwight Brew	Selectmen	Dwight Brew
Thomas Grella	Selectmen	Thomas Grella
Nate Jensen	Selectmen	Nate Jensen
Peter Lyon	Selectmen	Peter Lyon
Reed Panasiti	Selectmen	Reed Panasiti

A hard-copy of this signature page must be signed and submitted to the NHDRA at the following address:

**NH DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL AND PROPERTY DIVISION  
P.O.BOX 487, CONCORD, NH 03302-0487**

## Appropriations

Account Code	Purpose of Appropriation	Warrant Article #	Appropriations As Voted
<b>General Government</b>			
0000-0000	Collective Bargaining		\$0
4130-4139	Executive	22	\$357,611
4140-4149	Election, Registration, and Vital Statistics	22	\$177,797
4150-4151	Financial Administration	22	\$425,692
4152	Revaluation of Property	22	\$169,793
4153	Legal Expense	22	\$99,000
4155-4159	Personnel Administration	22	\$203,434
4191-4193	Planning and Zoning	22	\$385,579
4194	General Government Buildings	22	\$296,943
4195	Cemeteries	22	\$32,032
4196	Insurance	22	\$130,000
4197	Advertising and Regional Association		\$0
4199	Other General Government	23	\$100,000
<b>Public Safety</b>			
4210-4214	Police	22	\$2,291,193
4215-4219	Ambulance	22	\$602,216
4220-4229	Fire	22	\$674,949
4240-4249	Building Inspection		\$0
4290-4298	Emergency Management	22	\$8,501
4299	Other (Including Communications)	22	\$408,201
<b>Airport/Aviation Center</b>			
4301-4309	Airport Operations		\$0
<b>Highways and Streets</b>			
4311	Administration	22	\$480,530
4312	Highways and Streets	22	\$2,836,895
4313	Bridges		\$0
4316	Street Lighting	22	\$23,000
4319	Other		\$0
<b>Sanitation</b>			
4321	Administration		\$0
4323	Solid Waste Collection	22	\$350,635
4324	Solid Waste Disposal	22	\$241,054
4325	Solid Waste Cleanup		\$0
4326-4328	Sewage Collection and Disposal		\$0
4329	Other Sanitation		\$0
<b>Water Distribution and Treatment</b>			
4331	Administration		\$0
4332	Water Services		\$0
4335	Water Treatment		\$0
4338-4339	Water Conservation and Other		\$0
<b>Electric</b>			
4351-4352	Administration and Generation		\$0
4353	Purchase Costs		\$0



4354	Electric Equipment Maintenance		\$0
4359	Other Electric Costs		\$0
<b>Health</b>			
4411	Administration	22	\$2,156
4414	Pest Control	22	\$401
4415-4419	Health Agencies, Hospitals, and Other	22	\$45,000
<b>Welfare</b>			
4441-4442	Administration and Direct Assistance	22	\$25,202
4444	Intergovernmental Welfare Payments		\$0
4445-4449	Vendor Payments and Other		\$0
<b>Culture and Recreation</b>			
4520-4529	Parks and Recreation	22	\$338,865
4550-4559	Library	22	\$881,950
4583	Patriotic Purposes	22	\$8,500
4589	Other Culture and Recreation	22	\$1,420
<b>Conservation and Development</b>			
4611-4612	Administration and Purchasing of Natural Resources	22	\$14,150
4619	Other Conservation		\$0
4631-4632	Redevelopment and Housing		\$0
4651-4659	Economic Development		\$0
<b>Debt Service</b>			
4711	Long Term Bonds and Notes - Principal	22	\$1,205,600
4721	Long Term Bonds and Notes - Interest	22	\$177,810
4723	Tax Anticipation Notes - Interest		\$0
4790-4799	Other Debt Service		\$0
<b>Capital Outlay</b>			
4901	Land		\$0
4902	Machinery, Vehicles, and Equipment		\$0
4903	Buildings		\$0
4909	Improvements Other than Buildings		\$0
<b>Operating Transfers Out</b>			
4912	To Special Revenue Fund	31	\$1,000,000
4913	To Capital Projects Fund		\$0
4914A	To Proprietary Fund - Airport		\$0
4914E	To Proprietary Fund - Electric		\$0
4914O	To Proprietary Fund - Other		\$0
4914S	To Proprietary Fund - Sewer		\$0
4914W	To Proprietary Fund - Water		\$0
4915	To Capital Reserve Fund	24,25,26,27,28,30	\$350,000
4916	To Expendable Trusts/Fiduciary Funds		\$0
4917	To Health Maintenance Trust Funds		\$0
4918	To Non-Expendable Trust Funds		\$0
4919	To Fiduciary Funds		\$0
<b>Total Voted Appropriations</b>			<b>\$14,346,109</b>



**2016**  
**\$25.10**

## Tax Rate Breakdown Amherst

Municipal Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
Municipal	\$8,638,827	\$1,693,564,637	<b>\$5.10</b>
County	\$2,151,794	\$1,693,564,637	<b>\$1.27</b>
Local Education	\$27,938,267	\$1,693,564,637	<b>\$16.50</b>
State Education	\$3,670,375	\$1,644,591,437	<b>\$2.23</b>
<b>Total</b>	<b>\$42,399,263</b>		<b>\$25.10</b>

Village Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
<b>Total</b>	<b>\$0</b>		<b>\$0.00</b>

Tax Commitment Calculation	
Total Municipal Tax Effort	\$42,399,263
War Service Credits	(\$276,000)
Village District Tax Effort	\$0
Total Property Tax Commitment	\$42,123,263

Stephan Hamilton  
Director of Municipal and Property Division  
New Hampshire Department of Revenue Administration

10/20/2016

## Appropriations and Revenues

### Municipal Accounting Overview

Description	Appropriation	Revenue
Total Appropriation	\$13,346,109	
Net Revenues (Not Including Fund Balance)		(\$4,730,016)
Fund Balance Voted Surplus		(\$100,000)
Fund Balance to Reduce Taxes		(\$335,000)
War Service Credits	\$276,000	
Special Adjustment	\$0	
Actual Overlay Used	\$181,734	
<b>Net Required Local Tax Effort</b>	<b>\$8,638,827</b>	

### County Apportionment

Description	Appropriation	Revenue
Net County Apportionment	\$2,151,794	
<b>Net Required County Tax Effort</b>	<b>\$2,151,794</b>	

### Education

Description	Appropriation	Revenue
Net Local School Appropriations	\$21,795,879	
Net Cooperative School Appropriations	\$13,122,859	
Net Education Grant		(\$3,310,096)
Locally Retained State Education Tax		(\$3,670,375)
<b>Net Required Local Education Tax Effort</b>	<b>\$27,938,267</b>	
State Education Tax	\$3,670,375	
State Education Tax Not Retained	\$0	
<b>Net Required State Education Tax Effort</b>	<b>\$3,670,375</b>	

## Valuation

### Municipal (MS-1)

Description	Current Year	Prior Year
Total Assessment Valuation with Utilities	\$1,693,564,637	\$1,577,090,130
Total Assessment Valuation without Utilities	\$1,644,591,437	\$1,537,637,430

### Village (MS-1V)

Description	Current Year
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## Amherst

### Tax Commitment Verification

#### 2016 Tax Commitment Verification - RSA 76:10 II

Description	Amount
Total Property Tax Commitment	\$42,123,263
1/2% Amount	\$210,616
Acceptable High	\$42,333,879
Acceptable Low	\$41,912,647

If the amount of your total warrant varies by more than 1/2%, the MS-1 form used to calculate the tax rate might not be correct. The tax rate will need to be recalculated. Contact your assessors immediately and call us at 603.230.5090 before you issue the bills. See RSA 76:10, II

<b>Commitment Amount</b>	
Less amount for any applicable Tax Increment Financing Districts (TIF)	
<b>Net amount after TIF adjustment</b>	

**Under penalties of perjury, I verify the amount above was the 2016 commitment amount on the property tax warrant.**

<b>Tax Collector/Deputy Signature:</b>	<b>Date:</b>
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### Requirements for Semi-Annual Billing

#### Pursuant to RSA 76:15-a

76:15-a Semi-Annual Collection of Taxes in Certain Towns and Cities - I. Taxes shall be collected in the following manner in towns and cities which adopt the provisions of this section in the manner set out in RSA 76:15-b. A partial payment of the taxes assessed on April 1 in any tax year shall be computed by taking the prior year's assessed valuation times 1/2 of the previous year's tax rate; provided, however, that whenever it shall appear to the selectmen or assessors that certain individual properties have physically changed in valuation, they may use the current year's appraisal times 1/2 the previous year's tax rate to compute the partial payment.

Amherst	Total Tax Rate	Semi-Annual Tax Rate
Total 2016 Tax Rate	\$25.10	\$12.55

Associated Villages

## Fund Balance Retention

**Enterprise Funds and Current Year Bonds**

**\$0**

**General Fund Operating Expenses**

**\$47,106,545**

**Final Overlay**

**\$181,734**

DRA has provided a reference range of fund balance retention amounts below. Please utilize these ranges in the determination of the adequacy of your municipality's unrestricted fund balance, as currently defined in GASB Statement 54. Retention amounts, as part of the municipality's stabilization fund policy [1], should be assessed dependent upon your governments own long-term forecasts and special circumstances. Please note that current best practices published by GFOA recommend, at a minimum, that "...general purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures." [2],[3]

[1] The National Advisory Council on State and Local Budgeting (NACSLB), (1998), *Framework for Improved State and Local Government Budgeting: Recommended Budget Practices* (4.1), pg. 17.  
 [2] Government Finance Officers Association (GFOA), (2009), *Best Practice: Determining the Appropriate Level of Unrestricted Fund Balance in the General Fund*.  
 [3] Government Finance Officers Association (GFOA), (2011), *Best Practice: Replenishing General Fund Balance*.

### 2016 Fund Balance Retention Guidelines: Amherst

Description	Amount
<b>Current Amount Retained (10.71%)</b>	<b>\$5,045,982</b>
17% Retained <i>(Maximum Recommended)</i>	\$8,008,113
10% Retained	\$4,710,655
8% Retained	\$3,768,524
5% Retained <i>(Minimum Recommended)</i>	\$2,355,327

### 2016 RSA 198:4-b II School Fund Balance Retention Guidelines: Amherst

If a school district has adopted RSA 198:4-b II by a vote of the legislative body, the school district may retain year-end unassigned general funds in an amount not to exceed, in any fiscal year, 2.5 percent of the current fiscal year's net assessment pursuant to RSA 198:5, for the purpose of having funds on hand to use as a revenue source for emergency expenditures and overexpenditures under RSA 32:11, or to be used as a revenue source to reduce the tax rate. This retained fund balance is not cumulative. The maximum allowed fund balance retention has been calculated as:

	Net Assessment	2.5% of Net Assessment
<b>Local School</b>	\$31,608,642	\$790,216
<b>Souhegan Regional School District</b>	\$15,682,034	\$392,051



**Revised Estimated Revenues**  
**Amherst**  
(RSA 21-J:34)

**For Assistance Please Contact:**

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

**Preparer's Certification**

Name	Position	Signature
LISA AMBROSIO	FINANCE DIRECTOR	<i>Lisa Ambrosio</i>

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

**Revenues**

Account Code	Source of Revenue	Warrant Article #	Estimated Revenue
<b>Taxes</b>			
3120	Land Use Change Tax - General Fund		\$0
3180	Resident Tax		\$0
3185	Yield Tax		\$0
3186	Payment in Lieu of Taxes	22	\$32,431
3187	Excavation Tax		\$0
3189	Other Taxes	22	\$1,000
3190	Interest and Penalties on Delinquent Taxes	22	\$120,000
9991	Inventory Penalties		\$0

Account Code	Source of Revenue	Warrant Article #	Estimated Revenue
<b>Licenses, Permits, and Fees</b>			
3210	Business Licenses and Permits	22	\$200,000
3220	Motor Vehicle Permit Fees	22	\$2,500,000
3230	Building Permits	22	\$70,000
3290	Other Licenses, Permits, and Fees	22	\$50,000
3311-3319	From Federal Government		\$0
<b>State Sources</b>			
3351	Shared Revenues		\$0
3352	Meals and Rooms Tax Distribution	22	\$541,914
3353	Highway Block Grant	22	\$323,501
3354	Water Pollution Grant		\$0
3355	Housing and Community Development		\$0

Account Code	Source of Revenue	Warrant Article #	Estimated Revenue
3356	State and Federal Forest Land Reimbursement	22	\$11
3357	Flood Control Reimbursement		\$0
3359	Other (Including Railroad Tax)	22	\$381
3379	From Other Governments	22	\$82,686
<b>Charges for Services</b>			
3401-3406	Income from Departments	22	\$510,000
3409	Other Charges		\$0
<b>Miscellaneous Revenues</b>			
3501	Sale of Municipal Property	22	\$12,000
3502	Interest on Investments	22	\$63,000
3503-3509	Other	22	\$1,500
<b>Interfund Operating Transfers In</b>			
3912	From Special Revenue Funds	,27	\$60,000
3913	From Capital Projects Funds		\$0
3914A	From Enterprise Funds: Airport (Offset)		\$0
3914E	From Enterprise Funds: Electric (Offset)		\$0
3914O	From Enterprise Funds: Other (Offset)		\$0
3914S	From Enterprise Funds: Sewer (Offset)		\$0
3914W	From Enterprise Funds: Water (Offset)		\$0
3915	From Capital Reserve Funds		\$0
3916	From Trust and Fiduciary Funds	22	\$20,000
3917	From Conservation Funds		\$0
<b>Other Financing Sources</b>			
3934	Proceeds from Long Term Bonds and Notes		\$0
<b>Revised Estimated Revenues Summary</b>			
			<b>Amherst</b>
<b>Subtotal of Revenues</b>			<b>\$4,588,424</b>
Unassigned Fund Balance (unreserved)		\$5,480,982	
Less Emergency Appropriations (RSA 32:11)		\$0	
Less Voted from Fund Balance		\$100,000	
Less Fund Balance to Reduce Taxes		\$0	
Fund Balance Retained		\$5,380,982	
<b>Total Revenues and Credits</b>			<b>\$4,688,424</b>
<b>Requested Overlay</b>		<b>\$150,000</b>	



## FINANCIAL REPORT OF THE TOWN, CITY, OR VILLAGE DISTRICT BUDGET

Form Due Dates: **April 1, 2016**, if operating on a Calendar Year, reporting from 1/1/15 to 12/31/15,  
**OR**  
**September 1, 2016**, if operating on a Fiscal Year, reporting from 7/1/15 to 6/30/16

### Instructions

#### Cover Page

- Select the entity type that you are filing for (Municipality or Village District)
- Select the entity name from the pull down menu
- Enter the preparer's information

#### Account Codes

- In the *Expenditures* section, enter the *Other Authorizations*, and *Actual Expenditures* for each applicable account code
- Every instance of an *Other Authorization* requires an explanation on the page preceding the *Revenues* section
- In the *Revenues* section, enter the *Actual Revenues* for each applicable account code

#### Balance Sheet

- Enter the *End of Year* balance for each applicable account code

#### Reconciliation Sheets

- Use at will to aid in reconciling discrepancies on the balance sheet

#### Amortization of Long Term Debt

- Enter all information regarding long term debt

#### For Assistance Please Contact:

##### DRA Municipal and Property Division

Phone: (603) 230-5090

Fax: (603) 230-5947

<http://www.revenue.nh.gov/mun-prop/>

#### ENTITY'S INFORMATION ?

Entity Type: ☒ Municipality ☐ Village

Municipality: AMHERST

County: HILLSBOROUGH

#### PREPARER'S INFORMATION ?

First Name

Lisa

Last Name

Ambrosio

Preparer's Entity

Town

Street No.

2

Street Name

Main Street

Phone Number

(603) 673-6041

Email (optional)

lambrosio@amherstnh.gov





EXPENDITURES				
GENERAL GOVERNMENT ?				
Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4130 - 4139	Executive ?	\$335,886	\$34,820	\$364,315
		Explanation for Authorizations: Transfers/Reclassifications		
4140 - 4149	Election, Reg. & Vital Statistics ?	\$178,295		\$164,220
4150 - 4151	Financial Administration ?	\$358,852	\$81,608	\$442,378
		Explanation for Authorizations: Transfers/Reclassifications		
4152	Property Assessment ?	\$176,020	\$60,894	\$230,397
		Explanation for Authorizations: Agents on Capital Reserve/Trust		
4153	Legal Expense ?	\$60,000	(\$18,600)	\$34,534
		Explanation for Authorizations: Transfers/Reclassifications		
4155 - 4159	Personnel Administration ?	\$203,717	(\$49,000)	\$147,592
		Explanation for Authorizations: Transfers/Reclassifications		
4191 - 4193	Planning & Zoning ?	\$319,242		\$275,773
4194	General Government Buildings ?	\$314,869	\$5,595	\$347,927
		Explanation for Authorizations: Transfers/Reclassifications		
4195	Cemeteries ?	\$47,808	(\$9,692)	\$28,340
		Explanation for Authorizations: Transfers/Reclassifications		
4196	Insurance ?	\$119,410		\$118,410
4197	Advertising & Regional Association ?			
4199	Other General Government Expense ?	\$100,000		
General Government Subtotal		\$2,214,099	\$105,625	\$2,153,886



New Hampshire  
Department of  
Revenue Administration

2016  
MS-535

PUBLIC SAFETY ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4210 - 4214	Police ?	\$2,296,802	(\$23,200)	\$2,221,238
Explanation for Authorizations:		Transfers/Reclassifications		
4215 - 4219	Ambulance ?	\$583,259	(\$8,397)	\$559,190
Explanation for Authorizations:		Transfers/Reclassifications		
4220 - 4229	Fire ?	\$631,278	\$8,397	\$588,505
Explanation for Authorizations:		Transfers/Reclassifications		
4240 - 4249	Building Inspection ?			
4290 - 4298	Emergency Management ?	\$9,115		\$7,055
4299	Other (Including Communications) ?	\$362,934	\$28,269	\$388,119
Explanation for Authorizations:		Transfers/Reclassifications		
Public Safety Subtotal		\$3,883,388	\$5,069	\$3,764,107

AIRPORT/AVIATION CENTER ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4301 - 4309	Airport Operations ?			
Airport/Aviation Subtotal				

HIGHWAYS AND STREETS ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4311	Administration ?	\$405,166	\$9,404	\$396,767
Explanation for Authorizations:		Transfers/Reclassifications		
4312	Highway & Streets ?	\$2,833,895	\$655	\$3,200,497
Explanation for Authorizations:		Transfers/Reclassifications		
4313	Bridges ?			



**New Hampshire**  
Department of  
Revenue Administration

**2016**  
**MS-535**

4316	Street Lighting ?	\$22,774		\$24,077
4319	Other ?			
<b>Highways and Streets Subtotal</b>		<b>\$3,261,835</b>	<b>\$10,059</b>	<b>\$3,621,341</b>

**SANITATION ?**

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4321	Administration ?			
4323	Solid Waste Collection ?	\$350,635	(\$19,454)	\$330,799
		Explanation for Authorizations: Transfers/Reclassifications		
4324	Solid Waste Disposal ?	\$255,651	\$20,097	\$278,892
		Explanation for Authorizations: Transfers/Reclassifications		
4325	Solid Waste Facility Clean-up ?			
4326 - 4329	Sewage Collection, Disposal, and Other ?			
<b>Sanitation Subtotal</b>		<b>\$606,286</b>	<b>\$643</b>	<b>\$609,691</b>

**WATER DISTRIBUTION AND TREATMENT ?**

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4331	Administration ?			
4332	Water Services ?			
4335	Water Treatment ?			
4338-4339	Water Conservation & Other ?			
<b>Water Distribution and Treatment Subtotal</b>				

**ELECTRIC ?**

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4351 - 4352	Administration & Generation ?			
4353	Purchase Costs ?			



**New Hampshire**  
Department of  
Revenue Administration

**2016**  
**MS-535**

4354	Electric Equipment Maintenance ?			
4359	Other Electric Costs ?			
<b>Electric Subtotal</b>				

<b>HEALTH ?</b>				
Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4411	Administration ?	\$38,062		\$26,742
4414	Pest Control ?	\$401		\$400
4415 - 4419	Health Agencies & Hospital & Other ?	\$45,000		\$43,807
<b>Health Subtotal</b>		<b>\$83,463</b>		<b>\$70,949</b>

<b>WELFARE ?</b>				
Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4441 - 4442	Administration & Direct Assistance ?	\$25,202		\$11,577
4444	Intergovernmental Welfare Payments ?			
4445 - 4449	Vendor Payments & Other ?			
<b>Welfare Subtotal</b>		<b>\$25,202</b>		<b>\$11,577</b>

<b>CULTURE AND RECREATION ?</b>				
Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4520 - 4529	Parks & Recreation ?	\$349,379	\$9,822	\$362,288
		Explanation for Authorizations: Transfers/Reclassifications		
4550 - 4559	Library ?	\$865,309		\$872,415
4583	Patriotic Purposes ?	\$8,500		\$8,013
4589	Other Culture & Recreation ?	\$1,420		\$463
<b>Culture and Recreation Subtotal</b>		<b>\$1,224,608</b>	<b>\$9,822</b>	<b>\$1,243,179</b>



**New Hampshire**  
Department of  
Revenue Administration

**2016**  
**MS-535**

**CONSERVATION AND DEVELOPMENT ?**

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4611 - 4612	Admin. & Purchase of Natural Resources ?	\$8,000		\$7,984
4619	Other Conservation ?			
4631 - 4632	Redevelopment and Housing ?			
4651 - 4659	Economic Development ?			
<b>Conservation &amp; Development Subtotal</b>		<b>\$8,000</b>		<b>\$7,984</b>

**DEBT SERVICE ?**

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4711	Principal - Long Term Bonds & Notes ?	\$1,059,823	(\$37,928)	\$904,311
		Explanation for Authorizations: Transfers/Reclassifications		
4721	Interest - Long Term Bonds & Notes ?	\$197,110	(\$16,220)	\$158,406
		Explanation for Authorizations: Transfers/Reclassifications		
4723	Interest on Tax Anticipation Notes ?			
4790 - 4799	Other Debt Service ?			
<b>Debt Service Subtotal</b>		<b>\$1,256,933</b>	<b>(\$54,148)</b>	<b>\$1,062,717</b>

**CAPITAL OUTLAY ?**

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4901	Land ?			
4902	Machinery, Vehicles, & Equipment ?			
4903	Buildings ?			
4909	Improvements Other Than Buildings ?	\$3,324,108		
<b>Capital Outlay Subtotal</b>		<b>\$3,324,108</b>		



New Hampshire  
Department of  
Revenue Administration

2016  
MS-535

OPERATING TRANSFERS OUT ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4912	To Special Revenue Fund ?			
4913	To Capital Projects Fund ?			
4914	To Enterprise Fund ?			
	Sewer			
	Water			
	Electric			
	Airport			
	Other			
4915	To Capital Reserve Fund ?	\$245,000		\$245,000
4916	To Expendable Trust Fund - Not #4917 ?			
4917	Health Maintenance Trust Funds ?			
4918	To Nonexpendable Trust Funds ?			
4919	To Fiduciary Funds ?			
Operating Transfers Out Subtotal		\$245,000		\$245,000

PAYMENTS TO OTHER GOVERNMENTS ?

Account #	Purpose of Appropriations (RSA 32:3, V)	Voted Appropriations	Other Authorizations	Actual Expenditures
4931	Taxes Assessed for County ?	\$2,027,601		\$2,027,601
4932	Taxes Assessed For Village District ?			
4933	Taxes Assessed for Local Education ?	\$27,426,323		\$27,426,323
4934	Taxes Assessed for State Education ?	\$3,701,716		\$3,701,716
4939	Payments to Other Governments ?			
Payments to Other Governments Subtotal		\$33,155,640		\$33,155,640
Less Proprietary Funds, Special Revenue Funds, or Capital Projects Funds				



TOTAL GENERAL FUND EXPENDITURES	Voted Appropriations	Other Authorizations	Actual Expenditures
TOTAL GENERAL FUND EXPENDITURES	\$49,288,562	\$77,070	\$45,946,071





REVENUES				
TAXES ?				
Account #	Source of Revenues	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
3110	Property Taxes ?			\$41,355,143
3120	Land Use Change Taxes - General Fund ?			
3121	Land Use Change Taxes - Conservation Fund ?			
3180	Resident Taxes ?			
3185	Yield Taxes ?			\$15,686
3186	Payment in Lieu of Taxes ?	\$30,251		\$31,233
3187	Excavation Tax (\$0.02 cents per cubic yard) ?			\$177
3189	Other Taxes ?	\$1,000		(\$15,616)
3190	Interest & Penalties on Delinquent Taxes ?	\$130,000		\$143,886
	Inventory Penalties			
Taxes Subtotal		\$161,251		\$41,530,509

LICENSES, PERMITS, AND FEES ?				
Account #	Source of Revenues	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
3210	Business Licenses & Permits ?	\$180,000		\$210,273
3220	Motor Vehicle Permit Fees ?	\$2,400,000		\$2,604,356
3230	Building Permits ?	\$88,291		\$87,864
3290	Other Licenses, Permits, & Fees ?	\$23,278		\$51,638
Licenses, Permits, and Fees Subtotal		\$2,691,569		\$2,954,131

FROM FEDERAL GOVERNMENT ?				
Account #	Source of Revenues	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
3311 - 3319	From Federal Government ?			
From Federal Government Subtotal				





New Hampshire  
Department of  
Revenue Administration

2016  
MS-535

FROM STATE ?				
Account #	Source of Revenues	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
3351	Shared Revenues ?			
3352	Meals & Rooms Tax Distribution ?	\$541,914		\$541,914
3353	Highway Block Grant ?	\$315,622		\$323,224
3354	Water Pollution Grant ?			
3355	Housing & Community Development ?			
3356	State & Federal Forest Land Reimbursement ?	\$11		\$11
3357	Flood Control Reimbursement ?			
3359	Other (Including Railroad Tax) ?	\$381		\$29,102
3379	From Other Governments ?	\$81,406		\$82,686
From State Subtotal		\$939,334		\$976,937

CHARGES FOR SERVICES ?				
Account #	Source of Revenues	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
3401 - 3406	Income from Departments ?	\$507,000		\$534,568
3409	Other Charges ?			
Charges for Services Subtotal		\$507,000		\$534,568

MISCELLANEOUS REVENUES ?				
Account #	Source of Revenues	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
3501	Sale of Municipal Property ?	\$10,600		\$17,533
3502	Interest on Investments ?	\$52,900		\$87,840
3503 - 3509	Other ?	\$1,500	\$25	\$10,084
		Explanation of Unanticipated Revenues:	Unanticipated Revenue	
Miscellaneous Revenues Subtotal		\$65,000	\$25	\$115,457



New Hampshire  
Department of  
Revenue Administration

2016  
MS-535

INTERFUND OPERATING TRANSFERS IN ?

Account #	Source of Revenues	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
3912	From Special Revenue Funds ?	\$55,000		\$55,000
3913	From Capital Projects Funds ?			
3914	From Enterprise Funds ?			
	Sewer - (Offset)			
	Water - (Offset)			
	Electric - (Offset)			
	Airport - (Offset)			
	Other - (Offset)			
3915	From Capital Reserve Funds ?		\$83,227	\$83,227
	Explanation of Unanticipated Revenues:		Agents on Capital Reserve/Trust	
3916	From Trust & Fiduciary Funds ?	\$25,000	\$8,608	\$30,086
	Explanation of Unanticipated Revenues:		Agents on Capital Reserve/Trust	
3917	Transfers from Conservation Fund ?			
Interfund Operating Transfers Subtotal		\$80,000	\$91,835	\$168,313

OTHER FINANCING SOURCES ?

Account #	Source of Revenues	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
3934	Proceeds from Long Term Bonds & Notes ?	\$3,324,108		

NOTE: NH law requires all municipalities to gross appropriate. Full disclosure of those appropriations and offsetting revenues are required on this report. Those revenues accounted for in proprietary or other funds are subtracted from this report for the purposes of general fund balance sheet disclosure. See the municipality's audited financials for more information on proprietary funds, special revenue funds, or capital project funds. Also, see the supplemental schedule.

Other Financing Sources Subtotal	\$3,324,108		
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Less Propriety Funds, Spec. Rev. Funds, or Capital Project Funds			
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	Estimated Revenues to Set Tax Rate	Unanticipated Revenues	Actual Revenues
TOTAL GENERAL FUND REVENUE	\$7,768,262	\$91,860	\$46,279,915



**Taxes/Liens Receivable Worksheet**

Line Item	Year of this Report	For Prior Levy	TOTAL
Uncollected at End of Year	\$4,272,432	\$442,254	\$4,714,686
"Overlay" carried forward as "Allowance for Abatements"			
Receivable at End of year (to Balance Sheet accounts 1080, 1100)	\$4,272,432	\$442,254	\$4,714,686

**Reconciliation of Regional School District Liability**

Line Item	Amount
Regional School District Liability at Beginning of Year (To Balance Sheet Account 2075, Beginning of Year)	
<b>ADD:</b> Regional School District Assessment for Current Year	\$31,128,039
Total Liability Within Current Year (Sum of Lines 1 and 2)	\$31,128,039
<b>SUBTRACT:</b> Payments made to Regional School District	\$31,128,039
Due to School District End of Year (To Balance Sheet Account 2075, End of Year)	

**Reconciliation of Tax Anticipation Notes**

Line Item	Amount
Short-Term (TANS) Debt at Beginning of Year (To Balance Sheet Account 2230, Beginning of Year)	
New Issues During Current Year	
Issues Retired During Current Year	
Short-Term (TANS) Debt Outstanding at End of Year (To Balance Sheet Account 2230, End of Year)	



BALANCE SHEET			
Account	Current Assets ?	Beginning of Year	End of Year
1010	Cash and Equivalents ?	\$18,475,299	\$16,781,708
1030	Investments ?	\$4,893,869	\$4,606,638
1080	Tax Receivable ?	\$3,766,857	\$4,272,432
1110	Tax Liens Receivable ?	\$486,409	\$442,254
1150	Accounts Receivable ?	\$344,729	\$376,036
1260	Due from Other Governments ?	\$5,085	\$5,420
1310	Due from Other Funds ?	\$3,039,307	\$7,810,064
1400	Other Current Assets ?	\$16,020	\$12,576
1670	Tax Deeded Property (Subject to Resale) ?	\$10,923	\$10,923
TOTAL ASSETS		\$31,038,498	\$34,318,051
Account	Current Liabilities ?	Beginning of Year	End of Year
2020	Warrants and Accounts Payable ?	\$542,908	\$495,404
2030	Compensated Absences Payable ?		
2050	Contracts Payable ?	\$60,975	\$55,108
2070	Due to Other Governments ?	\$1,628	(\$1,136)
2075	Due to School Districts ?		
2080	Due to Other Funds ?	\$3,648,268	\$6,598,069
2220	Deferred Revenue ?	\$21,350,181	\$21,371,007
2230	Notes Payable - Current ?		
2270	Other Payable ?	\$44,609	\$75,826
TOTAL LIABILITIES		\$25,648,569	\$28,594,278



**New Hampshire**  
Department of  
Revenue Administration

**2016**  
**MS-535**

Account	Fund Equity ?	Beginning of Year	End of Year
2440	Non-spendable Fund Balance ?		
2450	Restricted Fund Balance ?	\$5,288	\$19,833
2460	Committed Fund Balance ?		
2490	Assigned Fund Balance ?	\$884,360	\$222,958
2530	Unassigned Fund Balance ?	\$4,500,281	\$5,480,982
<b>TOTAL FUND EQUITY</b>		<b>\$5,389,929</b>	<b>\$5,723,773</b>
<b>TOTAL LIABILITIES and FUND EQUITY</b>		<b>\$31,038,498</b>	<b>\$34,318,051</b>

NOTE: NH law requires all municipalities to gross appropriate, but this balance sheet only reflects the general fund. See the municipality's audited financials for more information on proprietary funds, special revenue funds, or capital project funds.

**General Fund Balance Sheet Reconciliation**

Line Item	Amount
Total Revenues	\$46,279,915
Total Expenditures	\$45,946,071
<b>Change (Increase or Decrease)</b>	<b>\$333,844</b>
Ending Fund Equity from Balance Sheet	\$5,723,773
Less Beginning Fund Equity from Balance Sheet	\$5,389,929
<b>Change (Increase or Decrease)</b>	<b>\$333,844</b>



**New Hampshire**  
Department of  
Revenue Administration

**2016**  
**MS-535**

**AMORTIZATION OF LONG-TERM DEBT** (including Proprietary and Capital Project Funds)

Description	Original Obligation	Purpose	Annual Installment	Interest Rate (%) or Range (% - %)	Year of Final Payment (YYYY)	Bonds o/s at Beginning of Year	Bonds Issued this Year	Bonds Retired this Year	Bonds o/s at End of year	
Tanker	\$291,567	Tanker	\$29,156	4.45	2016	\$58,309		\$58,309		-
Austin Road	\$300,000	Land	\$30,000	3.56	2017	\$90,000		\$90,000		-
Spring Road	\$500,000	Road Reconstruct	\$50,000	3.02	2020	\$300,000		\$50,000	\$250,000	-
Baboosic Lake Sewer	\$132,272	Sewer (non-Gen)	\$13,227	4.45	2016	\$26,457		\$26,457		-
Baboosic Lake Sewer	\$178,500	Sewer (non-Gen)	\$11,900	4.2	2022	\$95,200		\$11,900	\$83,300	-
Baboosic Lake Sewer	\$170,700	Sewer (non-Gen)	\$11,380	3.17	2025	\$125,180		\$11,380	\$113,800	-
Baboosic Lake Sewer	\$258,039	Sewer (non-Gen)	\$8,647	2.91	2026	\$95,117		\$8,647	\$86,470	-
Road Note 2013	\$2,000,000	Road Reconstruct	\$200,000	2.25	2023	\$1,600,000		\$200,000	\$1,400,000	-
Road Note 2014	\$2,000,000	Road Reconstruct	\$200,000	2.3	2024	\$1,800,000		\$200,000	\$1,600,000	-
Road Note 2015	\$3,059,999	Road Reconstruct	\$306,000	2.39	2025	\$3,059,999		\$306,000	\$2,753,999	-
Road Note 2016	\$4,000,000	Road Reconstruct	\$400,000	2.3	2025		\$4,000,000		\$4,000,000	-
									Add Line	
Total	\$12,891,077					\$7,250,262	\$4,000,000	\$962,693	\$10,287,569	



AMHERST (13)

**1. CERTIFY THIS FORM**

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

Preparer's First Name

Preparer's Last Name

Date

Lisa

Ambrosio

Aug 22, 2016

Preparer's Signature

☐ Audited

☒ Unaudited

☐ Compilation Report Attached

**2. SAVE AND EMAIL THIS FORM**

Please save and e-mail the completed PDF form to your Municipal Bureau Advisor.

**3. PRINT, SIGN, AND UPLOAD THIS FORM**

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

**GOVERNING BODY CERTIFICATION**

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

Governing Body Member's Signature and Title

Governing Body Member's Signature and Title

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## INSTRUCTIONS For the MS-535 Financial Report of the Town, City, or Village District Budget

The MS-535 is to be used by every NH town, city, or village district to report the year end financial status of the budget. The report is to be completed at the end of the reporting year and submitted to the NH Department of Revenue Administration (DRA) pursuant to RSA 21-J:34, V.

### Cover Sheet

Prior to entering reporting data, please fill out all fields on the cover page.

NOTE: NH law requires all municipalities to gross appropriate. Full disclosure of those appropriations and offsetting revenues are required on this report. Those amounts accounted for in proprietary or other funds are later removed from this report for purposes of general fund balance sheet disclosure. See the municipality's audited financials for more informations on proprietary funds, special revenue funds, or capital project funds.

### Budget Expenditures

Voted Appropriations	Enter gross appropriations as voted at the prior year's annual and any special meetings and as approved by DRA on the MS-2. For accounts 4931, 4932, 4933, and 4934 the voted appropriations should match the amounts shown on the tax rate calculation paperwork. In the future, DRA will pre-populate this column.
Other Authorizations	Enter expenditure authorizations in addition to amounts in column 3 and detail in the box at the bottom of the page. Examples: Emergency expenditures under RSA 32:11; grant expenditures under RSA 31:95-b; additional expenditures from capital reserve or trust funds by agents.
Actual Expenditures	Enter actual expenditures (include amounts in column 4). (Proprietary funds, special revenue, and capital project funds are to be netted out for this report, generally in acct. #4914 or #4912). Expenditures for "Payments to Other Governments" on page 4 are set in tax rates. For accounts 4931, 4932, 4933, and 4934 the actual expenditures should match the amounts shown on the tax rate calculation paperwork.

### Revenues

Estimated Revenues to Set Tax Rate	Enter estimated revenues from reporting year MS-4 used to set the tax rate.
Actual Revenues	Enter revenues attributable to the reporting year. <b>Proprietary funds, special revenue, and capital project funds are to be netted out for this report at the bottom of the column.</b> In the first row, acct. #3110, add property tax amount from tax collector's warrant, plus any excess overlay. Enter general fund revenue in the last row.

### General Fund Balance Sheet

Beginning of Year Column	Enter Beginning of the Year amounts using prior year's End of Year amounts or as adjusted by your auditors.
End of Year Column	Enter the End of Year amounts from your records or as adjusted by your auditors.  See <i>Reconciliation Worksheets</i> to help calculate amounts.  To be GASB 54 compliant, the fund balance classifications have changed. See the next sheet for further explanation.

### Reconciliation Worksheet

General Fund Section	This section illustrates how revenues and expenditures flow through to Fund Balance
School District Section	Enter amounts to determine end of year school district liability, or call your SAU for year end amounts.
Tax Anticipation Notes Section	Enter amounts to determine end of year TAN liability amount.

## Fund Balance Explanation: Changes from Previous Year's as Necessitated by GASB 54

As Previously Classified in Prior Years





a. Assigned (Formerly Reserve for encumbrances)	2440
b. Committed (Formerly Reserve for Continuing Appropriations)	2450
c. Restricted (Formerly Reserve for Appropriations Voted for CRF/ETF)	2460
d. Committed (Formerly Reserve for Appropriations Voted)	2460
e. Assigned (Formerly Reserve for Special Purposes)	2490
f. Unassigned (Formerly Unreserved Fund Balance)	2530

As Required under GASB 54

a. Nonspendable Fund Balance	2440	= Non-cash items such as inventories or prepaid items.
b. Restricted Fund Balance	2450	= Funds legally restricted, such as a grant or library funds.
c. Committed Fund Balance	2460	= Only used for a specific voted purpose, like a special WA.
d. Assigned Fund Balance	2490	= Intended for specific purpose such as an encumbrance.
e. Unassigned Fund balance	2530	= Spendable fund balance (formerly: unreserved or surplus).



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

This form was posted with the warrant on: January 27, 2017

**For Assistance Please Contact:**

**NH DRA Municipal and Property Division**

Phone: (603) 230-5090

Fax: (603) 230-5947

<http://www.revenue.nh.gov/mun-prop/>

**GOVERNING BODY CERTIFICATION**

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

Governing Body Certifications		
Printed Name	Position	Signature
Dwight Brew	Chairman, Board of Selectmen	
Reed Panasiti	Vice Chair, Board of Selectmen	
Nathaniel Jensen	Clerk, Board of Selectmen	
Thomas Grella	Selectman	
Peter Lyon	Selectman	

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

## Appropriations

Account Code	Purpose of Appropriation	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
<b>General Government</b>						
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0
4130-4139	Executive	22	\$335,886	\$364,315	\$382,993	\$0
4140-4149	Election, Registration, and Vital Statistics	22	\$178,295	\$164,220	\$182,872	\$0
4150-4151	Financial Administration	22	\$358,852	\$442,378	\$435,318	\$0
4152	Revaluation of Property	22	\$176,020	\$230,397	\$172,497	\$0
4153	Legal Expense	22	\$60,000	\$34,534	\$44,001	\$0
4155-4159	Personnel Administration	22	\$203,717	\$147,592	\$209,845	\$0
4191-4193	Planning and Zoning	22	\$319,242	\$275,773	\$404,519	\$0
4194	General Government Buildings	22	\$314,869	\$347,927	\$313,583	\$0
4195	Cemeteries	22	\$47,808	\$28,340	\$34,346	\$0
4196	Insurance	22	\$119,410	\$118,410	\$135,376	\$0
4197	Advertising and Regional Association		\$0	\$0	\$0	\$0
4199	Other General Government		\$100,000	\$0	\$0	\$0
<b>Public Safety</b>						
4210-4214	Police	22	\$2,296,802	\$2,221,238	\$2,454,843	\$0
4215-4219	Ambulance	22	\$583,259	\$559,190	\$582,607	\$0
4220-4229	Fire	22	\$631,278	\$588,505	\$679,068	\$0
4240-4249	Building Inspection		\$0	\$0	\$0	\$0
4290-4298	Emergency Management	22	\$9,115	\$7,055	\$8,501	\$0
4299	Other (Including Communications)	22	\$362,934	\$388,119	\$426,797	\$0
<b>Airport/Aviation Center</b>						
4301-4309	Airport Operations		\$0	\$0	\$0	\$0
<b>Highways and Streets</b>						
4311	Administration	22	\$405,166	\$396,767	\$493,004	\$0
4312	Highways and Streets	22	\$2,833,895	\$3,200,497	\$2,784,694	\$0
4313	Bridges		\$0	\$0	\$0	\$0
4316	Street Lighting	22	\$22,774	\$24,077	\$24,230	\$0
4319	Other		\$0	\$0	\$0	\$0
<b>Sanitation</b>						
4321	Administration		\$0	\$0	\$0	\$0
4323	Solid Waste Collection	22	\$350,635	\$330,799	\$335,635	\$0
4324	Solid Waste Disposal	22	\$255,651	\$278,892	\$261,762	\$0
4325	Solid Waste Cleanup		\$0	\$0	\$0	\$0
4326-4328	Sewage Collection and Disposal		\$0	\$0	\$0	\$0
4329	Other Sanitation		\$0	\$0	\$0	\$0
<b>Water Distribution and Treatment</b>						
4331	Administration		\$0	\$0	\$0	\$0
4332	Water Services		\$0	\$0	\$0	\$0
4335	Water Treatment		\$0	\$0	\$0	\$0
4338-4339	Water Conservation and Other		\$0	\$0	\$0	\$0
<b>Electric</b>						

4351-4352	Administration and Generation		\$0	\$0	\$0	\$0
4353	Purchase Costs		\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance		\$0	\$0	\$0	\$0
4359	Other Electric Costs		\$0	\$0	\$0	\$0
<b>Health</b>						
4411	Administration	22	\$38,062	\$26,742	\$2,156	\$0
4414	Pest Control	22	\$401	\$400	\$401	\$0
4415-4419	Health Agencies, Hospitals, and Other	22	\$45,000	\$43,807	\$45,000	\$0
<b>Welfare</b>						
4441-4442	Administration and Direct Assistance	22	\$25,202	\$11,577	\$20,753	\$0
4444	Intergovernmental Welfare Payments		\$0	\$0	\$0	\$0
4445-4449	Vendor Payments and Other		\$0	\$0	\$0	\$0
<b>Culture and Recreation</b>						
4520-4529	Parks and Recreation	22	\$349,379	\$362,288	\$354,050	\$0
4550-4559	Library	22	\$865,309	\$872,415	\$950,015	\$0
4583	Patriotic Purposes	22	\$8,500	\$8,013	\$8,500	\$0
4589	Other Culture and Recreation	22	\$1,420	\$463	\$1,420	\$0
<b>Conservation and Development</b>						
4611-4612	Administration and Purchasing of Natural Resources	22	\$8,000	\$7,984	\$21,945	\$0
4619	Other Conservation		\$0	\$0	\$0	\$0
4631-4632	Redevelopment and Housing		\$0	\$0	\$0	\$0
4651-4659	Economic Development		\$0	\$0	\$0	\$0
<b>Debt Service</b>						
4711	Long Term Bonds and Notes - Principal	22	\$1,059,823	\$904,311	\$1,206,000	\$0
4721	Long Term Bonds and Notes - Interest	22	\$197,110	\$158,406	\$212,290	\$0
4723	Tax Anticipation Notes - Interest		\$0	\$0	\$0	\$0
4790-4799	Other Debt Service		\$0	\$0	\$0	\$0
<b>Capital Outlay</b>						
4901	Land		\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment		\$0	\$0	\$0	\$0
4903	Buildings		\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings		\$3,324,108	\$0	\$0	\$0
<b>Operating Transfers Out</b>						
4912	To Special Revenue Fund		\$0	\$0	\$0	\$0
4913	To Capital Projects Fund		\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport		\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric		\$0	\$0	\$0	\$0
4914O	To Proprietary Fund - Other		\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer		\$0	\$0	\$0	\$0
4914W	To Proprietary Fund - Water		\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds		\$0	\$0	\$0	\$0
4919	To Fiduciary Funds		\$0	\$0	\$0	\$0
<b>Total Proposed Appropriations</b>			<b>\$15,887,922</b>	<b>\$12,545,431</b>	<b>\$13,189,021</b>	<b>\$0</b>

## Special Warrant Articles

Account Code	Purpose of Appropriation	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
4916	To Expendable Trust Fund		\$0	\$0	\$0	\$0
4917	To Health Maintenance Trust Fund		\$0	\$0	\$0	\$0
4915	To Capital Reserve Fund	26	\$0	\$0	\$25,000	\$0
	<b>Purpose:</b> Assessing Revaluation Capital Reserve Fund					
4915	To Capital Reserve Fund	27	\$0	\$0	\$25,000	\$0
	<b>Purpose:</b> Communications Center Capital Reserve Fund					
4915	To Capital Reserve Fund	29	\$0	\$0	\$200,000	\$0
	<b>Purpose:</b> Fire Rescue Vehicle and Equipment Purchase and Rep					
4915	To Capital Reserve Fund	30	\$0	\$0	\$50,000	\$0
	<b>Purpose:</b> Ambulance Capital Reserve Fund					
4915	To Capital Reserve Fund	31	\$0	\$0	\$115,000	\$0
	<b>Purpose:</b> Bridge Repair and Replacement Capital Reserve Fund					
4915	To Capital Reserve Fund	32	\$0	\$0	\$15,000	\$0
	<b>Purpose:</b> Town Computer System Capital Reserve Fund					
4915	To Capital Reserve Fund	35	\$0	\$0	\$70,000	\$0
	<b>Purpose:</b> Build Forest View Cemetery					
<b>Special Articles Recommended</b>			<b>\$0</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$0</b>

## Individual Warrant Articles

Account Code	Purpose of Appropriation	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
0000-0000	Collective Bargaining	24	\$0	\$0	\$53,363	\$0
	<b>Purpose:</b> Police Union Contract					
<b>Individual Articles Recommended</b>			<b>\$0</b>	<b>\$0</b>	<b>\$53,363</b>	<b>\$0</b>

## Revenues

Account Code	Source of Revenue	Warrant Article #	PY Estimated Revenues	PY Actual Revenues	Estimated Revenues Ensuing Fiscal Year
<b>Taxes</b>					
3120	Land Use Change Tax - General Fund		\$0	\$0	\$0
3180	Resident Tax		\$0	\$0	\$0
3185	Yield Tax		\$0	\$15,686	\$0
3186	Payment in Lieu of Taxes		\$30,251	\$31,233	\$0
3187	Excavation Tax		\$0	\$177	\$0
3189	Other Taxes		\$1,000	(\$15,616)	\$0
3190	Interest and Penalties on Delinquent Taxes		\$130,000	\$143,886	\$0
9991	Inventory Penalties		\$0	\$0	\$0
<b>Licenses, Permits, and Fees</b>					
3210	Business Licenses and Permits		\$180,000	\$210,273	\$0
3220	Motor Vehicle Permit Fees		\$2,400,000	\$2,604,356	\$0
3230	Building Permits		\$88,291	\$87,864	\$0
3290	Other Licenses, Permits, and Fees		\$23,278	\$51,638	\$0
3311-3319	From Federal Government		\$0	\$0	\$0
<b>State Sources</b>					
3351	Shared Revenues		\$0	\$0	\$0
3352	Meals and Rooms Tax Distribution		\$541,914	\$541,914	\$0
3353	Highway Block Grant		\$315,622	\$323,224	\$0
3354	Water Pollution Grant		\$0	\$0	\$0
3355	Housing and Community Development		\$0	\$0	\$0
3356	State and Federal Forest Land Reimbursement		\$11	\$11	\$0
3357	Flood Control Reimbursement		\$0	\$0	\$0
3359	Other (Including Railroad Tax)		\$381	\$29,102	\$0
3379	From Other Governments		\$81,406	\$82,686	\$0
<b>Charges for Services</b>					
3401-3406	Income from Departments		\$507,000	\$534,568	\$0
3409	Other Charges		\$0	\$0	\$0
<b>Miscellaneous Revenues</b>					
3501	Sale of Municipal Property		\$10,600	\$17,533	\$0
3502	Interest on Investments		\$52,900	\$87,840	\$0
3503-3509	Other		\$1,500	\$10,084	\$0
<b>Interfund Operating Transfers In</b>					
3912	From Special Revenue Funds		\$55,000	\$55,000	\$0
3913	From Capital Projects Funds		\$0	\$0	\$0
3914A	From Enterprise Funds: Airport (Offset)		\$0	\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)		\$0	\$0	\$0
3914O	From Enterprise Funds: Other (Offset)		\$0	\$0	\$0
3914S	From Enterprise Funds: Sewer (Offset)		\$0	\$0	\$0
3914W	From Enterprise Funds: Water (Offset)		\$0	\$0	\$0
3915	From Capital Reserve Funds		\$0	\$83,227	\$0
3916	From Trust and Fiduciary Funds		\$25,000	\$30,086	\$0
3917	From Conservation Funds		\$0	\$0	\$0

Other Financing Sources					
3934	Proceeds from Long Term Bonds and Notes		\$3,324,108	\$0	\$0
9998	Amount Voted from Fund Balance		\$0	\$0	\$0
9999	Fund Balance to Reduce Taxes		\$0	\$0	\$0
Total Estimated Revenues and Credits			\$7,768,262	\$4,924,772	\$0

# Budget Summary

Item	Prior Year	Ensuing Year
Operating Budget Appropriations Recommended	\$12,896,109	\$13,189,021
Special Warrant Articles Recommended	\$450,000	\$500,000
Individual Warrant Articles Recommended	\$100,000	\$53,363
TOTAL Appropriations Recommended	\$13,446,109	\$13,742,384
Less: Amount of Estimated Revenues & Credits	\$4,749,154	\$0
Estimated Amount of Taxes to be Raised	\$8,696,955	\$13,742,384





## Amherst

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

This form was posted with the warrant on:

**For Assistance Please Contact:  
NH DRA Municipal and Property Division**

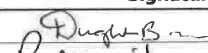
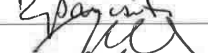
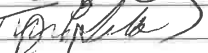


Phone: (603) 230-5090

Fax: (603) 230-5947

<http://www.revenue.nh.gov/mun-prop/>

### GOVERNING BODY CERTIFICATION

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

Governing Body Certifications		
Printed Name	Position	Signature
Dwight Brew	Chairman, Board of Selectmen	
Reed Panasiti	Vice Chair, Board of Selectmen	
Nathaniel Jensen	Clerk, Board of Selectmen	
Thomas Grella	Selectman	
Peter Lyon	Selectman	

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:

<https://www.proptax.org/>



*New Hampshire*  
Department of  
Revenue Administration

**2017**  
**Default Budget**

Account Code	Purpose of Appropriation	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
<b>General Government</b>					
0000-0000	Collective Bargaining	\$0	\$0	\$0	\$0
4130-4139	Executive	\$357,611	\$0	\$0	\$357,611
4140-4149	Election, Registration, and Vital Statistics	\$177,797	\$0	\$0	\$177,797
4150-4151	Financial Administration	\$425,692	\$0	\$0	\$425,692
4152	Revaluation of Property	\$169,793	\$0	\$0	\$169,793
4153	Legal Expense	\$99,000	\$0	\$0	\$99,000
4155-4159	Personnel Administration	\$203,434	\$0	\$0	\$203,434
4191-4193	Planning and Zoning	\$385,579	(\$30,000)	\$0	\$355,579
4194	General Government Buildings	\$296,943	\$0	\$0	\$296,943
4195	Cemeteries	\$32,032	\$0	\$0	\$32,032
4196	Insurance	\$130,000	\$0	\$0	\$130,000
4197	Advertising and Regional Association	\$0	\$0	\$0	\$0
4199	Other General Government	\$0	\$0	\$0	\$0
<b>Public Safety</b>					
4210-4214	Police	\$2,291,193	\$0	\$0	\$2,291,193
4215-4219	Ambulance	\$602,216	\$0	\$0	\$602,216
4220-4229	Fire	\$674,949	\$0	\$0	\$674,949
4240-4249	Building Inspection	\$0	\$0	\$0	\$0
4290-4298	Emergency Management	\$8,501	\$0	\$0	\$8,501
4299	Other (Including Communications)	\$408,201	\$0	\$0	\$408,201
<b>Airport/Aviation Center</b>					
4301-4309	Airport Operations	\$0	\$0	\$0	\$0
<b>Highways and Streets</b>					
4311	Administration	\$480,530	\$0	\$0	\$480,530
4312	Highways and Streets	\$2,836,895	\$0	\$0	\$2,836,895
4313	Bridges	\$0	\$0	\$0	\$0
4316	Street Lighting	\$23,000	\$0	\$0	\$23,000
4319	Other	\$0	\$0	\$0	\$0
<b>Sanitation</b>					
4321	Administration	\$0	\$0	\$0	\$0
4323	Solid Waste Collection	\$350,635	(\$15,000)	\$0	\$335,635
4324	Solid Waste Disposal	\$241,054	\$0	\$0	\$241,054
4325	Solid Waste Cleanup	\$0	\$0	\$0	\$0
4326-4328	Sewage Collection and Disposal	\$0	\$0	\$0	\$0
4329	Other Sanitation	\$0	\$0	\$0	\$0
<b>Water Distribution and Treatment</b>					
4331	Administration	\$0	\$0	\$0	\$0
4332	Water Services	\$0	\$0	\$0	\$0
4335	Water Treatment	\$0	\$0	\$0	\$0
4338-4339	Water Conservation and Other	\$0	\$0	\$0	\$0

Default Budget: Amherst 2017

2 of 4



*New Hampshire  
Department of  
Revenue Administration*

**2017  
Default Budget**

Account Code	Purpose of Appropriation	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
<b>Electric</b>					
4351-4352	Administration and Generation	\$0	\$0	\$0	\$0
4353	Purchase Costs	\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance	\$0	\$0	\$0	\$0
4359	Other Electric Costs	\$0	\$0	\$0	\$0
<b>Health</b>					
4411	Administration	\$2,156	\$0	\$0	\$2,156
4414	Pest Control	\$401	\$0	\$0	\$401
4415-4419	Health Agencies, Hospitals, and Other	\$45,000	\$0	\$0	\$45,000
<b>Welfare</b>					
4441-4442	Administration and Direct Assistance	\$25,202	\$0	\$0	\$25,202
4444	Intergovernmental Welfare Payments	\$0	\$0	\$0	\$0
4445-4449	Vendor Payments and Other	\$0	\$0	\$0	\$0
<b>Culture and Recreation</b>					
4520-4529	Parks and Recreation	\$338,865	\$0	\$0	\$338,865
4550-4559	Library	\$881,950	\$0	\$0	\$881,950
4583	Patriotic Purposes	\$8,500	\$0	\$0	\$8,500
4589	Other Culture and Recreation	\$1,420	\$0	\$0	\$1,420
<b>Conservation and Development</b>					
4611-4612	Administration and Purchasing of Natural Resources	\$14,150	\$0	\$0	\$14,150
4619	Other Conservation	\$0	\$0	\$0	\$0
4631-4632	Redevelopment and Housing	\$0	\$0	\$0	\$0
4651-4659	Economic Development	\$0	\$0	\$0	\$0
<b>Debt Service</b>					
4711	Long Term Bonds and Notes - Principal	\$1,205,600	\$400	\$0	\$1,206,000
4721	Long Term Bonds and Notes - Interest	\$177,810	\$34,480	\$0	\$212,290
4723	Tax Anticipation Notes - Interest	\$0	\$0	\$0	\$0
4790-4799	Other Debt Service	\$0	\$0	\$0	\$0
<b>Capital Outlay</b>					
4901	Land	\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment	\$0	\$0	\$0	\$0
4903	Buildings	\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings	\$0	\$0	\$0	\$0
<b>Operating Transfers Out</b>					
4912	To Special Revenue Fund	\$0	\$0	\$0	\$0
4913	To Capital Projects Fund	\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport	\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric	\$0	\$0	\$0	\$0
4914O	To Proprietary Fund - Other	\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer	\$0	\$0	\$0	\$0

Default Budget: Amherst 2017

3 of 4



*New Hampshire  
Department of  
Revenue Administration*

**2017  
Default Budget**

Account Code	Purpose of Appropriation	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
4914W	To Proprietary Fund - Water	\$0	\$0	\$0	\$0
4915	To Capital Reserve Fund	\$0	\$0	\$0	\$0
4916	To Expendable Trusts/Fiduciary Funds	\$0	\$0	\$0	\$0
4917	To Health Maintenance Trust Funds	\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds	\$0	\$0	\$0	\$0
4919	To Fiduciary Funds	\$0	\$0	\$0	\$0
Total Appropriations		\$12,896,109	(\$10,120)	\$0	\$12,885,989



## REPORT OF TRUST AND CAPITAL RESERVE FUNDS

Form Due Date: **March 1st (Calendar Year), or September 1st (Fiscal Year)**

### Instructions

#### Cover Page

- Select the Municipality name from the pull down menu
- Enter the preparer's information

A hard copy of this form, as well as the signature page, must be sent to:

Department of Justice  
Office of the Attorney General  
33 Capitol Street  
Concord, NH 03301-6397

#### Reporting:

- Complete all fields as necessary for the *Report of Trust Funds* and *Principal Only* sections.
- INVESTMENT POLICY - RSA 31:25 requires the trustees to adopt an investment policy and review and confirm this policy at least annually. A copy of this policy must be filed with the Director of Charitable Trusts (RSA 31:25, 34, 35:9).
- PROFESSIONAL BANKING AND BROKERAGE ASSISTANCE - RSA 31:38-a enables you to have a professional banking or brokerage firm assist you in performing your trustee duties. Refer to the law for further information. Attributable expenses may be charged against the trust fund involved, however, please be advised the fees can be taken from income only and not from principal.
- WEB SITE - A trustee handbook can be downloaded from the website for the Attorney General's Charitable Trust Division at [www.doj.nh.gov/charitable](http://www.doj.nh.gov/charitable)
- FAIR VALUE - Use this section to disclose the fair value (market value) of principal only. This information may be obtained from financial publications or from your professional banker or broker.
- CAPITAL RESERVE FUND - Must be kept in a separate account and not intermingled with any other funds of the municipality (RSA 35:9).
- WHEN and WHERE TO FILE - By March 1 if filing for a calendar year and by September 1 if filing for optional fiscal year. See instructions and address on the last page of this form. If you hold funds for the school, the school business administrator will also need a copy for the school's financial report.

#### For Assistance Please Contact:

#### NH DRA Municipal and Property Division

Phone: (603) 230-5090

Fax: (603) 230-5947

<http://www.revenue.nh.gov/mun-prop/>

#### ENTITY'S INFORMATION

Municipality: AMHERST

County: HILLSBOROUGH

Total of All Funds: 4,666,276.09

#### PREPARER'S INFORMATION

First Name

John

Last Name

Haley (Cambridge Trust Company)

Street No.

75

Street Name

State St-18th Fl, Boston, MA

Phone Number

(617) 441-1512

Email (optional)



**New Hampshire**  
Department of  
Revenue Administration

**2016**  
**MS-9**

**AMHERST (013)**

**1. CERTIFY THIS FORM**

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

Preparer's First Name

Preparer's Last Name

Date

John

Haley (Cambridge Trust Company)

Jul 14, 2016

**2. SAVE AND EMAIL THIS FORM**

Please save and e-mail the completed PDF form to your Municipal Services Advisor.

**3. PRINT, SIGN, AND UPLOAD THIS FORM**

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

**TRUSTEE 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.

Trustee of Trust Funds Signature

Trustee of Trust Funds Signature

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Trustee of Trust Funds Signature

Trustee of Trust Funds Signature

Trustee of Trust Funds Signature

*Per RSA 31:38, copies of this report must also be provided to the governing body of the municipality and to the Attorney General at the following address:*

**Department of Justice**  
**Office of the Attorney General**  
**33 Capitol Street**  
**Concord, NH 03301-6397**



MS-9 CRF

REPORT OF THE TRUSTEES OF TRUST FUNDS FOR THE TOWN OF AMHERST, NH

FOR PERIOD ENDING JUNE 30, 2016

CAPITAL RESERVE FUNDS (ACCOUNT NUMBER XXXXX25)

**PRINCIPAL AND INCOME**

NAME OF FUND	BEGINNING BALANCE	FUNDS ADDED	FUNDS EXPENDED	MONTHLY INCOME	% ENDING	ENDING BALANCE
HIGHWAY EQUIPMENT FUND	16,706.04	0.00	0.00	42.06	1.25%	16,748.10
RESCUE SQUAD FUND	23,455.99	0.00	0.00	59.07	1.76%	23,515.06
AMBULANCE FUND	249,276.53	0.00	0.00	627.73	18.69%	249,904.26
FIRE TRUCK FUND	291,858.47	150,000.00	0.00	1,064.55	33.13%	442,923.02
LIBRARY FACILTY EXPANSION FUND	44,197.72	4,948.14	0.00	122.16	3.69%	49,268.02
ASSESSING REVALUATION FUND	58,091.60	25,000.00	(83,226.50)	173.48	0.00%	38.58
FOREST VIEW CEMETERY DESIGN	2,761.23	0.00	0.00	6.94	0.21%	2,768.17
COMPUTER SYSTEM	59,747.63	0.00	0.00	150.46	4.48%	59,898.09
COMMUNICATION FUND	31,079.63	15,000.00	(5,069.00)	98.93	3.07%	41,109.56
RECREATION FIELD ACQ/CONSTR FD	2,337.55	0.00	0.00	5.88	0.18%	2,343.43
BRIDGE REPLACEMENT FUND	20,102.33	0.00	0.00	50.63	1.51%	20,152.96
FORESTVIEW CEMETERY EXP FUND	14,249.09	0.00	0.00	35.87	1.07%	14,284.96
STRUCTURAL REPAIR FUND	0.00	0.00	0.00	0.00	0.00%	0.00
FIRE STATION RENOVATION FUND	0.00	55,000.00	0.00	120.84	4.12%	55,120.84
<b>Amherst School District</b>						
ASD CAPITAL FACILITIES FD	97,331.90	0.00	0.00	245.08	7.30%	97,576.98
EDU STUDENTS W DISABILITIES FD	50,055.10	50,000.00	0.00	235.92	7.50%	100,291.02
<b>Souhegan Co-op School District</b>						
SCHOOL UNFUNDED LIABILITIES	51,385.72	0.00	0.00	129.38	3.85%	51,515.10
SCHOOL MAINTENANCE FUND	154,098.43	65,000.00	(110,000.00)	364.56	8.19%	109,462.99
<b>TOTALS</b>	<b>1,166,734.96</b>	<b>364,948.14</b>	<b>(198,295.50)</b>	<b>3,533.54</b>	<b>100.00%</b>	<b>1,336,921.14</b>

REPORT OF TRUST FUNDS. TOWN OF AMHERST NH: JUNE 30, 2016

MS-9 REPORT FOR STATE OF NEW HAMPSHIRE

July 1, 2015 to June 30, 2016

DATE OF CREATION	NAME OF TRUST FUND	PURPOSE	HOW INVESTED	Principal					Income				
				BALANCE BEGIN OF YEAR (JULY 1, 2015)	NEW FUNDS CREATED	CASH GAIN OR LOSSES	FEES	WITHDRAWALS	BALANCE END OF YEAR JUNE 30, 2016	BALANCE BEGIN OF YEAR (JULY 1, 2015)	INCOME DURING YEAR %	EXPENDED DURING YEAR AMOUNT	EXPENDED DURING YEAR
1927	EMMA L. CLARK	LIBRARY	Cm Stock, Muni Bds, Money Mkt	8,242.89	-	(106.15)	(53.63)	-	8,083.11	1,914.96	0.0031	262.52	-
1945	JAMES DAY	LIBRARY	Cm Stock, Muni Bds, Money Mkt	98,517.02	-	(1,268.65)	(640.87)	-	96,607.50	22,913.23	0.0368	3,137.09	-
1923	FANNIE PARSONS FRENCH	LIBRARY	Cm Stock, Muni Bds, Money Mkt	16,434.71	-	(211.65)	(106.91)	-	16,116.15	3,817.74	0.0061	523.29	-
1902	GEORGE W. GEORGE	LIBRARY	Cm Stock, Muni Bds, Money Mkt	8,237.00	-	(106.08)	(53.60)	-	8,077.32	1,913.62	0.0031	262.36	-
1928	EDMUND M. PARKER	LIBRARY	Cm Stock, Muni Bds, Money Mkt	16,434.71	-	(211.65)	(106.91)	-	16,116.15	3,817.74	0.0061	523.29	-
1957	ANNA H. BOARDMAN	LIBRARY	Cm Stock, Muni Bds, Money Mkt	27,083.61	-	(348.76)	(176.18)	-	26,558.67	6,291.67	0.0101	862.44	-
1985	JENNIFER CARLSMITH	LIBRARY	Cm Stock, Muni Bds, Money Mkt	776.15	-	(9.98)	(5.04)	-	761.13	180.23	0.0003	24.70	-
1985	HONORA. SPALDING	LIBRARY	Cm Stock, Muni Bds, Money Mkt	3,001.67	-	(38.66)	(19.51)	-	2,943.50	697.14	0.0011	95.57	-
1985	LAURA & JAMES WANLESS	LIBRARY	Cm Stock, Muni Bds, Money Mkt	4,144.64	-	(53.37)	(26.96)	-	4,064.31	962.84	0.0015	131.96	-
1988	HERBERT BOUTELLE	LIBRARY	Cm Stock, Muni Bds, Money Mkt	3,886.45	-	(50.07)	(25.28)	-	3,811.10	902.83	0.0015	123.77	-
1942	DAVID E. FISK	HIGHWAY	Cm Stock, Muni Bds, Money Mkt	24,654.71	-	(317.50)	(160.39)	-	24,176.82	8,037.22	0.0092	785.12	(8,608.28)
1867	AARON LAWRENCE	SCHOOL	Cm Stock, Muni Bds, Money Mkt	24,654.71	-	(317.50)	(160.39)	-	24,176.82	3,183.68	0.0092	785.12	-
1867	SARAH L. LAWRENCE	SCHOOL	Cm Stock, Muni Bds, Money Mkt	8,236.98	-	(106.08)	(53.60)	-	8,077.30	1,144.33	0.0031	262.36	(300.00)
1894	ISAAC SPALDING	SCHOOL	Cm Stock, Muni Bds, Money Mkt	145,847.99	-	(1,878.11)	(948.78)	-	143,021.10	33,265.28	0.0545	4,644.33	(9,320.06)
1964	BRADFORD-LONG-MILES SULLIVAN SCHL	SCHOOL	Cm Stock, Muni Bds, Money Mkt	206,419.59	-	(2,658.15)	(1,342.79)	-	202,418.65	8,727.73	0.0771	6,573.10	(5,100.00)
1976	EDWARD A. CONTI MEMORIAL SCHOLARSHIP	SCHOOL	Cm Stock, Muni Bds, Money Mkt	129,608.86	-	(1,669.03)	(843.14)	-	127,096.69	5,643.59	0.0484	4,127.19	(3,390.00)
VAR.	JOSEPHINE HARE MEMORIAL	SCHOOL	Cm Stock, Muni Bds, Money Mkt	6,814.53	-	(87.74)	(44.32)	-	6,682.47	2,802.24	0.0025	217.00	-
1996	RICHARD W MERRILL SCHOLARSHIP	SCHOOL	Cm Stock, Muni Bds, Money Mkt	364,161.04	-	(4,689.43)	(2,368.93)	-	357,102.68	11,367.17	0.1361	11,596.07	(5,100.00)
1998	DOROTHY DAVIS SCHOLARSHIP FD	SCHOOL	Cm Stock, Muni Bds, Money Mkt	129,980.84	888.43	(1,666.91)	(848.01)	-	128,354.35	8,791.39	0.0489	4,152.22	(6,888.43)
1932	GEORGE W. PUTNAM	CEMETERY	Cm Stock, Muni Bds, Money Mkt	16,434.71	-	(211.65)	(106.91)	-	16,116.15	15,598.14	0.0061	523.29	(395.68)
1938	ALICE M. WILKINS	CEMETERY	Cm Stock, Muni Bds, Money Mkt	32,865.89	-	(423.21)	(213.79)	-	32,228.89	31,030.55	0.0123	1,046.53	(791.29)
VAR.	OTHER	CEMETERY	Cm Stock, Muni Bds, Money Mkt	110,881.57	-	(1,427.87)	(721.30)	-	108,732.40	43,323.82	0.0414	3,530.85	(8,669.61)
VAR.	PERPETUAL CARE	CEMETERY	Cm Stock, Muni Bds, Money Mkt	867,346.55	-	(11,169.20)	(5,642.26)	-	850,535.09	171,060.41	0.3242	27,619.00	(20,882.45)
2001	SOUHEGAN COOPERATIVE FUND	SCHOOL	Cm Stock, Muni Bds, Money Mkt	196,563.43	-	(2,531.23)	(1,278.66)	-	192,753.54	74,013.12	0.0735	6,259.26	-
1993	BERTHA ROGERS FUND		Cm Stock, Muni Bds, Money Mkt	223,477.27	-	(2,877.82)	(1,453.77)	-	219,145.68	72,597.79	0.0835	7,116.26	-
SUB TOTAL				2,674,707.52	888.43	(34,436.45)	(17,401.93)	-	2,623,757.57	533,998.46	1.00	85,184.69	(63,445.80)
** The Income Balance includes Cash of \$405,737.35 and a \$150,000 Goldman Sachs Certificate of Deposit for a total of \$555,737.35													
1987	CEMETERY LOTS	MAINTENANCE	CD, Money Market	107,936.57	-	-	(766.32)	-	107,170.25	42,728.76	1.00	(43.98)	-
GRAND TOTAL				2,782,644.09	888.43	(34,436.45)	(18,168.25)	-	2,730,927.82	576,727.22	2.00	85,140.71	(63,445.80)





## REPORT OF COMMON TRUST FUND INVESTMENTS

Form Due Date: **March 1st (if operating on Calendar Year)**  
**September 1st (if operating on Fiscal Year)**

### Instructions

#### Cover Page

- Select the Municipality name from the pull down menu
- Enter the entities contact information
- Enter the preparer's information

#### Reporting:

- Please complete all fields as necessary for the *Report of the Common Trust Funds Investments, For the Year Ending, and Principal Only* sections

A hard copy of this form, as well as the signature page, must be sent to:

Department of Justice  
Office of the Attorney General  
33 Capitol Street  
Concord, NH 03301-6397

#### For Assistance Please Contact:

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

### ENTITY'S INFORMATION

Municipality: AMHERST

County: HILLSBOROUGH

### PREPARER'S INFORMATION

First Name

John

Last Name

Haley (Cambridge Trust Company)

Street No.

75

Street Name

State St-18 Fl, Boston, MA

Phone Number

(617) 441-1512

Email (optional)



**New Hampshire**  
Department of  
Revenue Administration

**2016**  
**MS-10**

**AMHERST (013)**

**1. CERTIFY THIS FORM**

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

Preparer's First Name

John

Preparer's Last Name

Haley (Cambridge Trust Company)

Date

Jul 14, 2016

**2. SAVE AND EMAIL THIS FORM**

Please save and e-mail the completed PDF form to your Municipal Services Advisor.

**3. PRINT, SIGN, AND UPLOAD THIS FORM**

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

**TRUSTEE 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.

Trustee of Trust Funds Signature

Trustee of Trust Funds Signature

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Trustee of Trust Funds Signature

Trustee of Trust Funds Signature

Per RSA 31:38, copies of this report must also be provided to the governing body of the municipality and to the Attorney General at the following address:

Department of Justice  
Office of the Attorney General  
33 Capitol Street  
Concord, NH 03301-6397

REPORT FOR TOWN OF AMHERST, COMMON TRUST FUNDS: PERIOD JULY 1, 2015 TO JUNE 30, 2016

MS-10 REPORT FOR THE STATE OF NEW HAMPSHIRE

PRINCIPAL												PRINCIPAL ONLY		
# SHS	HOW INVESTED DESCRIPTION OF INVESTMENT	BALANCE BEG YEAR	PURCHASES	CAPITAL GAINS	PROCEEDS FROM SALES	GAINS/LOSSES FROM SALES	BALANCE END YEAR	BALANCE BEG YEAR	INCOME RECEIVED	EXPENDED DURING YR	*BALANCE END YEAR	BEG OF YEAR FAIR VALUE	UNREALIZED ANNUAL GAINS	END OF YEAR FAIR VALUE
103,320.75	FIDELITY INST MONEY MARKET TREASURY ONLY	2,017.90	101,302.85	0.00	0.00	0.00	103,320.75	533,998.46	284.38		555,737.35	2,017.90	0.00	103,320.75
	FIXED INCOME													
100,000	AT&T SR BD 5.6% 5/15/18	101,129.83	0.00	0.00	0.00	(357.58)	100,772.25		5,600.00			110,109.00	6,856.75	107,629.00
0	FEDERATED INSTL TR HIGH YIELD BOND FUND	70,312.10	0.00	0.00	62,654.85	(7,657.25)	0.00		2,685.18			69,257.49	0.00	0.00
50,000	EXPRESS SCRIPTS HOLDING COMPANY	0.00	53,378.00	0.00	0.00	(119.07)	53,258.93		488.19			0.00	2,824.07	56,083.00
50,000	GILEAD SCIENCES INC	0.00	50,097.00	0.00	0.00	(8.58)	50,088.42		580.84			0.00	1,866.08	51,954.50
150,000	*GOLDMAN SACHS BK C/D DTD 11/18/2015 .65% 11/18/2016	0.00	150,000.00	0.00	0.00	0.00	150,000.00		0.00			0.00	82.50	150,082.50
0	GUGGENHEIM BULLETSHARES 2017 H/Y CORP BD FUND	199,698.90	0.00	0.00	188,513.62	(11,185.28)	0.00		5,598.30			198,075.00	0.00	0.00
1,590	GUGGENHEIM BULLETSHARES 2018 H/Y CORP BD FUND	0.00	38,361.93	0.00	0.00	0.00	38,361.93		310.53			0.00	1,133.67	39,495.60
100,000	HONEYWELL SR NT 5.00% 02/15/19	100,881.13	0.00	0.00	0.00	(204.32)	100,676.81		5,000.00			111,057.00	9,541.19	110,218.00
50,000	JP MORGAN CHASE SUB NT 6.125% 6/27/17	51,466.80	0.00	0.00	0.00	(717.49)	50,749.31		3,062.50			54,071.00	1,546.19	52,295.50
50,000	NBC UNIVERSAL MEDIA LLC 5.15% 04/30/2020	55,589.14	0.00	0.00	0.00	(1,057.87)	54,531.27		2,575.00			56,153.00	2,141.73	56,673.00
100,000	PFIZER NT 4.65% 03/1/18	100,091.37	0.00	0.00	0.00	(29.09)	100,062.28		4,650.00			109,047.00	6,405.72	106,468.00
100,000	PIONEER NAT REC CO	0.00	99,038.00	0.00	0.00	0.00	99,038.00		(1,223.75)			0.00	9,912.00	108,950.00
100,000	VERIZON COMMUNICATIONS 5.15% 09/15/2023	109,396.67	0.00	0.00	0.00	(946.33)	108,450.34		5,150.00			109,484.00	8,012.66	116,463.00
25,000	UNION PACIFIC DTD 01/01/2014	26,819.78	0.00	0.00	0.00	(179.51)	26,640.27		937.50			26,290.75	1,167.23	27,807.50
50,000	WACHOVIA CORP NT 5.75% 6/15/17	45,417.00	0.00	0.00	0.00	0.00	45,417.00		2,875.00			54,308.50	6,734.00	52,151.00
50,000	ZIMMER HOLDINGS 4.625% 11/30/2019	54,514.98	0.00	0.00	0.00	(960.47)	53,554.51		2,312.50			54,362.50	806.99	54,361.50
	MUTUAL FUNDS													
4995.353	DOUBLELINE CORE FIXED INCOME	0.00	53,750.00	0.00	0.00	0.00	53,750.00		825.09			0.00	1,598.51	55,348.51
0.000	FEDERATED TOTAL RETURN BOND FUND	99,173.50	0.00	0.00	96,896.15	(2,277.35)	0.00		1,276.54			97,343.33	0.00	0.00
0.000	MATTHEWS ASIA DIVIDEND FUND INSTL CLASS	63,370.38	0.00	0.00	63,622.19	251.81	0.00		0.00			68,631.17	0.00	0.00
8,505.862	NUVEEN MUNICIPAL HIGH YIELD BOND FUND A	0.00	144,855.00	0.00	0.00	0.00	144,855.00		4,741.85			0.00	7,910.28	152,765.28
5,504.575	T ROWE PRICE TAX FREE HIGH YIELD FUND	0.00	66,165.00	0.00	0.00	0.00	66,165.00		848.56			0.00	2,311.91	68,476.91
	EQUITY													
208	3M CO	21,598.90	0.00	0.00	0.00	0.00	21,598.90		888.16			32,094.40	14,826.06	36,424.96
425	A T&T INC	0.00	15,922.03	0.00	0.00	0.00	15,922.03		204.00			0.00	2,442.22	18,364.25
0	ALERIAN MLP ETF	68,833.60	0.00	0.00	41,043.85	(27,789.75)	0.00		656.29			62,240.00	0.00	0.00
0	AMERICAN INTL GROUP	13,715.67	0.00	0.00	15,423.36	1,707.69	0.00		0.00			15,455.00	0.00	0.00

388	APPLE INC	38,528.98	0.00	0.00	19,745.32	6,684.15	25,467.81	917.44	70,614.28	11,624.99	37,092.80
730	AQUA AMERICA INC	0.00	22,934.91	0.00	0.00	0.00	22,934.91	129.94	0.00	3,096.89	26,031.80
737	AUTOMATIC DATA PROCESSING INC	31,612.05	12,084.00	0.00	0.00	0.00	43,696.05	1,429.98	47,095.01	24,012.14	67,708.19
480	BANK OF THE OZARKS	9,607.26	12,292.67	0.00	2,614.15	397.09	19,682.87	126.40	11,895.00	(1,673.27)	18,009.60
185	BECTON DICKINSON & CO.	0.00	27,721.21	0.00	0.00	0.00	27,721.21	405.30	0.00	3,652.94	31,374.15
51	BLACKROCK INC	12,250.71	0.00	0.00	0.00	0.00	12,250.71	455.94	17,644.98	5,218.32	17,469.03
0	BURBERRY GROUP PLC SPONSORED ADR	34,613.29	0.00	0.00	35,998.61	1,385.32	0.00	568.20	36,625.92	0.00	0.00
1,370	CISCO SYSTEMS INC	0.00	38,652.17	0.00	0.00	0.00	38,652.17	223.60	0.00	653.13	39,305.30
185	CLOROX CO	28,148.87	0.00	0.00	12,515.37	2,781.14	18,414.64	862.40	29,125.60	7,187.51	25,602.15
0	CULLEN/FROST BANKERS INC	27,973.44	0.00	0.00	21,264.72	(6,708.72)	0.00	483.36	35,832.48	0.00	0.00
805	EATON VANCE CORPS NON VTG	0.00	25,659.12	0.00	0.00	0.00	25,659.12	406.79	0.00	2,789.58	28,448.70
0	EOG RESOURCES INC	19,955.28	11,578.25	0.00	23,877.44	(7,656.09)	0.00	56.96	19,261.00	0.00	0.00
607	EVERSOURCE ENERGY	25,638.95	0.00	0.00	0.00	0.00	25,638.95	1,047.08	27,563.87	10,720.35	36,359.30
745	EXXON MOBIL CORP	58,919.88	5,646.35	0.00	0.00	0.00	64,566.23	2,135.55	55,744.00	5,270.07	69,836.30
100	FACTSET RESEARCH SYSTEM INC	9,721.00	0.00	0.00	0.00	0.00	9,721.00	182.00	16,251.00	6,421.00	16,142.00
2,403	GENERAL ELEC CO	59,103.50	0.00	0.00	0.00	0.00	59,103.50	2,210.76	63,847.71	16,542.94	75,646.44
425	GENUINE PARTS CO	32,086.73	0.00	0.00	0.00	0.00	32,086.73	1,063.58	38,050.25	10,944.52	43,031.25
295	HOME DEPOT INC	19,335.41	14,545.30	0.00	0.00	0.00	33,880.71	755.20	18,892.10	3,787.84	37,668.55
145	HONEYWELL INTERNATIONAL INC	0.00	16,621.67	0.00	0.00	0.00	16,621.67	86.28	0.00	244.73	16,866.40
380	INTERPUBLIC GROUP COS INC	0.00	8,209.37	0.00	0.00	0.00	8,209.37	57.00	0.00	568.63	8,778.00
0	ISHARES MSCI EMERGING MKT	65,579.70	0.00	0.00	57,741.43	(7,838.27)	0.00	451.88	59,430.00	0.00	0.00
468	JOHNSON & JOHNSON	30,630.11	9,797.00	0.00	2,967.16	28.06	37,488.01	1,427.40	38,789.08	19,280.39	56,768.40
375	KIMBERLY CLARK CORP	37,173.72	14,323.17	0.00	11,657.85	1,345.17	41,184.21	1,545.40	36,029.80	10,370.79	51,555.00
402	M & T BANK CORP	41,698.62	0.00	0.00	0.00	0.00	41,698.62	1,125.60	50,221.86	5,829.84	47,528.46
330	MCDONALDS CORP	0.00	37,734.24	0.00	0.00	0.00	37,734.24	627.45	0.00	1,977.96	39,712.20
824	MEDTRONIC INC	63,797.78	0.00	0.00	0.00	0.00	63,797.78	1,252.48	61,058.40	7,700.70	71,498.48
1,196	MERCK & CO INC NEW	57,309.08	0.00	0.00	0.00	0.00	57,309.08	2,266.72	68,088.28	11,592.48	68,901.56
902	MICROSOFT CORP	26,048.21	0.00	0.00	0.00	0.00	26,048.21	1,253.78	39,823.30	20,107.13	46,155.34
620	NESTLE S A SPONSORED ADR REPSTG REG SHS	44,402.22	0.00	0.00	0.00	0.00	44,402.22	922.45	44,739.20	3,529.98	47,932.20
64	NEXTERA ENERGY INC	27,485.29	0.00	0.00	32,471.35	9,668.30	4,682.24	709.72	34,212.47	3,663.36	8,345.60
500	NOVARTIS AG SPONSORED ADR	0.00	49,284.00	0.00	0.00	0.00	49,284.00	883.33	0.00	(8,029.00)	41,255.00
1,152	PFIZER INC	64,906.33	0.00	0.00	38,706.20	6,260.16	32,460.29	2,606.52	75,341.91	8,101.63	40,561.92
562	PNC FINCL SERVICES GROUP	47,860.77	0.00	0.00	15,197.11	3,770.41	36,434.07	1,814.78	69,537.55	9,307.11	45,741.18
158	PRAXAIR INC	17,507.41	0.00	0.00	0.00	0.00	17,507.41	462.94	18,888.90	250.21	17,757.62
0	ROCHE HLDG LTD	58,274.35	0.00	0.00	55,418.71	(2,855.64)	0.00	0.00	57,690.15	0.00	0.00
595	ROYAL DUTCH SHELL PLC SPONSORED ADR	65,008.12	14,052.77	0.00	36,502.40	(8,045.72)	34,512.77	1,870.60	57,350.00	(1,192.77)	33,320.00
358	SCHLUMBERGER LTD	28,036.20	0.00	0.00	0.00	0.00	28,036.20	716.00	30,856.02	274.44	28,310.64
175	TEXAS INSTRUMENTS INC	9,691.84	0.00	0.00	0.00	0.00	9,691.84	259.00	9,014.25	1,271.91	10,963.75
360	TIJX COS INC	19,064.19	6,360.24	0.00	0.00	0.00	25,424.43	302.55	18,196.75	2,378.37	27,802.80
0	UBS GROUP AG SGS	49,346.16	0.00	0.00	45,600.57	(3,745.59)	0.00	724.43	59,042.00	0.00	0.00
1,098	UNILEVER NV	77,644.10	0.00	0.00	33,981.51	(366.48)	43,296.11	1,745.55	80,458.32	8,244.01	51,540.12
340	UNION PACIFIC CORP	23,148.66	0.00	0.00	0.00	0.00	23,148.66	748.00	32,425.80	6,516.34	29,665.00
595	US BANCORP DEL	19,600.05	7,096.03	0.00	0.00	0.00	26,696.08	566.12	18,879.00	(2,699.73)	23,996.35
260	V F CORP	28,296.30	0.00	0.00	28,446.01	10,618.94	10,469.23	819.70	48,818.00	5,518.17	15,987.40
985	VERIZON COMMUNICATIONS	98,954.56	16,038.33	0.00	69,381.67	2,835.87	48,447.09	4,673.63	93,220.00	6,555.31	55,002.40

200	VISA INC	0.00	16,290.82	0.00	0.00	0.00	16,290.82	0.00	0.00	(1,456.82)	14,834.00
145	WATSCO INC	0.00	16,896.34	0.00	0.00	0.00	16,896.34	246.50	0.00	3,503.71	20,400.05
955	WELLS FARGO & COMPANY NEW	54,865.12	0.00	0.00	17,209.42	2,372.45	40,028.15	1,696.03	73,112.00	5,172.00	45,200.15
581	WEC ENERGY GROUP	26,855.63	17,174.83	0.00	24,718.16	4,547.33	23,859.63	1,573.49	29,275.47	14,079.67	37,939.30
410	XYLEM INC	0.00	15,409.19	0.00	0.00	0.00	15,409.19	63.51	0.00	2,897.31	18,306.50
TOTAL		2,674,707.52	1,189,271.79	0.00	1,054,169.18	(36,052.56)	2,773,757.57	533,998.46	96,785.98	(63,445.80)	555,737.35
*Goldman Sachs C/D invested in Income							(150,000.00)				(150,000.00)
BALANCE PER MS-9							2,623,757.57				2,967,601.64

\*\* The Income Balance includes Cash of \$405,737.35 and a \$150,000 Goldman Sachs Certificate of Deposit for a total of \$555,737.35

Name of Bank - Cambridge Trust Company

Fees Paid: \$29,003.22

Expenses Paid: N/A

Were these fees and expenses paid for

totally from income? 60% Principal (\$17,401.93) and 40% Income (\$11,601.29)

\*Total Income Received \$96,785.98 has not been reduced by fees allocated to income of \$11,601.29

REPORT FOR TOWN OF AMHERST, CEMETERY LOTS: PERIOD JULY 1, 2015 TO JUNE 30, 2016

MS-10 REPORT FOR THE STATE OF NEW HAMPSHIRE

		PRINCIPAL						INCOME				PRINCIPAL ONLY		
# SHS	HOW INVESTED DESCRIPTION OF INVESTMENT	BALANCE BEG YEAR	PURCHASES	CAPITAL GAINS	PROCEEDS FROM SALES	GAINS/LOSSES FROM SALES	BALANCE END YEAR	BALANCE BEG YEAR	*INCOME RECEIVED	EXPENDED DURING YR	BALANCE END YEAR	BEG OF YEAR FAIR VALUE	UNREALIZED ANNUAL GAINS	END OF YEAR FAIR VALUE
CEMETERY LOTS														
88,056.25	FIDELITY INSTL MONEY MARKET TREASURY ONLY	88,822.57	0.00	0.00	766.32	0.00	88,056.25	42,728.76	14.57		42,684.78	88,822.57	0.00	88,056.25
	FIXED INCOME													
1,900.00	FEDERATED INSTRL TR MUNI ULTRASHORT	19,114.00	0.00	0.00	0.00	0.00	19,114.00		128.24			19,000.00	(133.00)	18,981.00
0.00	DISCOVER BANK C/D DTD 11/18/2015 .5% 05/18/2016	0.00	130,000.00	0.00	130,000.00	0.00	0.00		324.11					
	TOTAL	107,936.57	130,000.00	0.00	130,766.32	0.00	107,170.25	42,728.76	466.92	0.00	42,684.78	107,822.57	(133.00)	107,037.25

Name of Bank - Cambridge Trust Company

Fees Paid: \$1,277.22

Expenses Paid \$0.00

Were these fees and expenses paid for  
totally from income? 60% Principal (\$766.32) and 40% Income (\$510.90)

MS-10 CR  
REPORT OF THE TRUSTEES OF TRUST FUNDS FOR THE TOWN OF AMHERST, NH  
FOR PERIOD ENDING JUNE 30, 2016  
CAPITAL RESERVE FUND (ACCOUNT NUMBER XXXXX25)

# SHS	HOW INVESTED DESCRIPTION OF INVESTMENT	PRINCIPAL						INCOME				PRINCIPAL ONLY		
		BALANCE BEG YEAR	PURCHASES	CAPITAL GAINS	PROCEEDS FROM SALES	GAINS/LOSSES FROM SALES	BALANCE END YEAR	BALANCE BEG YEAR	INCOME RECEIVED	EXPENDED DURING YR	BALANCE END YEAR	BEG OF YEAR FAIR VALUE	UNREALIZED ANNUAL GAIN	END OF YEAR FAIR VALUE
936,921.14	FIDELITY INSTL MONEY MKT TREASURY ONLY	766,734.96	170,186.18	0.00	0.00	0.00	936,921.14	0.00	471.06	0.00	0.00	766,734.96	0.00	936,921.14
0.00	BAR HARBOR BANK & TRUST C/D DTD 08/26/2015 .35% 02/26/2016	0.00	130,000.00	0.00	130,000.00	0.00	0.00		229.36			0.00	0.00	0.00
100,000.00	BMO HARRIS BANK C/D DTD 02/04/2016 .8% 02/03/2017	0.00	100,000.00	0.00	0.00	0.00	100,000.00		0.00			0.00	159.00	100,159.00
150,000.00	BMW BANK OF NA C/D DTD 03/08/2016 .7% 03/17/2017	0.00	150,000.00	0.00	0.00	0.00	150,000.00		0.00			0.00	148.50	150,148.50
0.00	RBS CITIZENS NA C/D DTD 03/16/2016 .4% 06/16/2016	0.00	250,000.00	0.00	250,000.00	0.00	0.00		252.05			0.00	0.00	0.00
0.00	COMENITY CAPITAL BANK C/D DTD 08/25/2014 .75% 02/25/2016	100,000.00	0.00	0.00	100,000.00	0.00	0.00		503.24			100,205.00	0.00	0.00
0.00	FIRST NIAGARA BANK NY C/D DTD 04/17/2015 .45% 04/15/2016	100,000.00	0.00	0.00	100,000.00	0.00	0.00		448.77			100,096.00	0.00	0.00
0.00	FIRST SOURCE BANK C/D DTD 08/31/2015 .3% 02/28/2016	0.00	150,000.00	0.00	150,000.00	0.00	0.00		224.38			0.00	0.00	0.00
0.00	GOLDMAN SACHS BK C/D DTD 01/14/2015 .45% 1/14/2016	100,000.00	0.00	0.00	100,000.00	0.00	0.00		450.00			100,063.00	0.00	0.00
0.00	MERRICK BANK C/D DTD 08/29/2014 .5% 8/28/2015	100,000.00	0.00	0.00	100,000.00	0.00	0.00		82.20			100,044.00	0.00	0.00
0.00	MERRICK BANK C/D DTD 8/20/2015 .35% 02/22/2016	0.00	150,000.00	0.00	150,000.00	0.00	0.00		267.54			0.00	0.00	0.00
0.00	SALLIE MAY BANK MURRAY UT C/D 4% 02/19/2016	0.00	150,000.00	0.00	150,000.00	0.00	0.00		302.47			0.00	0.00	0.00
0.00	SANTANDER BANK C/D DTD 08/28/2015 .4% 02/28/2016	0.00	150,000.00	0.00	150,000.00	0.00	0.00		302.47			0.00	0.00	0.00
150,000.00	WHITNEY BANK/MS C/D DTD 04/20/2016 .7% 04/20/2017	0.00	150,000.00	0.00	0.00	0.00	150,000.00		0.00			0.00	148.50	150,148.50
	<b>TOTAL</b>	<b>1,166,734.96</b>	<b>1,550,186.18</b>	<b>0.00</b>	<b>1,380,000.00</b>	<b>0.00</b>	<b>1,336,921.14</b>	<b>0.00</b>	<b>3,533.54</b>	<b>0.00</b>	<b>0.00</b>	<b>1,167,142.96</b>	<b>456.00</b>	<b>1,337,377.14</b>

Name of Bank - Cambridge Trust Company  
Fees Paid \$0.00  
Expenses Paid \$ 0.00  
Were these fees and expenses paid for  
totally from income? N/A

# **TREASURERS' COUPON & NOTE REGISTER**

## **ANNUAL REPORT TO THE DEPARTMENT OF REVENUE ADMINISTRATION**

### **Open Space Land Purchase Map 7 Lot 47-6 (Desmaris Land)**

**Total Disbursed:**      \$   300,000.00      **Date**      **Interest rate:**      **3.56%**  
    **Received**      4/24/2008 **Term:**      **10 Years**

<b>Ref. Year</b>	<b>Due Date</b>	<b>Beginning Balance</b>	<b>Principal Payment</b>	<b>Est. Interest Payment</b>	<b>Total Payment</b>	<b>Ending Balance</b>
	4/24/2008					300,000.00
1	10/1/2008	300,000.00	30,000.00	4,657.67	34,657.67	270,000.00
1	4/1/2009	270,000.00		4,806.00	4,806.00	270,000.00
2	10/1/2009	270,000.00	30,000.00	4,806.00	34,806.00	240,000.00
2	4/1/2010	240,000.00		4,272.00	4,272.00	240,000.00
3	10/1/2010	240,000.00	30,000.00	4,272.00	34,272.00	210,000.00
3	4/1/2011	210,000.00		3,738.00	3,738.00	210,000.00
4	10/1/2011	210,000.00	30,000.00	3,738.00	33,738.00	180,000.00
4	4/1/2012	180,000.00		3,204.00	3,204.00	180,000.00
5	10/1/2012	180,000.00	30,000.00	3,204.00	33,204.00	150,000.00
5	4/1/2013	150,000.00		2,670.00	2,670.00	150,000.00
6	10/1/2013	150,000.00	30,000.00	2,670.00	32,670.00	120,000.00
6	4/1/2014	120,000.00		2,136.00	2,136.00	120,000.00
7	10/1/2014	120,000.00	30,000.00	2,136.00	32,136.00	90,000.00
7	4/1/2015	90,000.00		1,602.00	1,602.00	90,000.00
8	10/1/2015	90,000.00	30,000.00	1,602.00	31,602.00	60,000.00
8	4/4/2016	60,000.00		1,068.00	1,068.00	60,000.00
9	10/1/2016	60,000.00	30,000.00	1,068.00	31,068.00	30,000.00
9	4/1/2017	30,000.00		534.00	534.00	30,000.00
10	10/1/2017	30,000.00	30,000.00	534.00	30,534.00	-
<b>Total:</b>		<b>\$</b>	<b>300,000.00</b>	<b>\$</b>	<b>52,717.67</b>	<b>\$ 352,717.67</b>



**TREASURERS' COUPON & NOTE REGISTER**

**ANNUAL REPORT TO THE DEPARTMENT OF REVENUE ADMINISTRATION**

**Baboosic Lake Septic System Phase II**

**Total Disbursed:** \$178,500.00

**Interest rate:** 4.06%

**Term:**

**15 Years**

<b>Ref. Year</b>	<b>Due Date</b>	<b>Date Received</b>	<b>Beginning Balance</b>	<b>Principal Payment</b>	<b>Interest Payment</b>	<b>Total Payment</b>	<b>Ending Balance</b>
1		10/2/2007					178,500.00
1	9/30/2008		178,500.00	11,900.00	3,748.50	15,648.50	166,600.00
2	3/31/2009		166,600.00		3,498.60	3,498.60	166,600.00
2	9/30/2009		166,600.00	11,900.00	3,498.60	15,398.60	154,700.00
3	3/31/2010		154,700.00		3,248.70	3,248.70	154,700.00
3	9/30/2010		154,700.00	11,900.00	3,248.70	15,148.70	142,800.00
4	3/31/2011		142,800.00		2,998.80	2,998.80	142,800.00
4	9/30/2011		142,800.00	11,900.00	2,998.80	14,898.80	130,900.00
5	3/31/2012		130,900.00		2,748.90	2,748.90	130,900.00
5	9/30/2012		130,900.00	11,900.00	2,748.90	14,648.90	119,000.00
6	3/31/2013		119,000.00		2,499.00	2,499.00	119,000.00
6	9/30/2013		119,000.00	11,900.00	2,499.00	14,399.00	107,100.00
7	3/31/2001		107,100.00		2,249.10	2,249.10	107,100.00
7	9/30/2014		107,100.00	11,900.00	2,249.10	14,149.10	95,200.00
8	3/31/2015		95,200.00		1,999.20	1,999.20	95,200.00
8	9/30/2015		95,200.00	11,900.00	1,999.20	13,899.20	83,300.00
9	3/31/2016		83,300.00		1,749.30	1,749.30	83,300.00
9	9/30/2016		83,300.00	11,900.00	1,749.30	13,649.30	71,400.00
10	3/31/2017		71,400.00		1,499.40	1,499.40	71,400.00
10	9/30/2017		71,400.00	11,900.00	1,499.40	13,399.40	59,500.00
11	3/31/2018		59,500.00		1,249.50	1,249.50	59,500.00
11	9/30/2018		59,500.00	11,900.00	1,249.50	13,149.50	47,600.00
12	3/31/2019		47,600.00		999.60	999.60	47,600.00
12	9/30/2019		47,600.00	11,900.00	999.60	12,899.60	35,700.00
13	3/31/2020		35,700.00		749.70	749.70	35,700.00
13	9/30/2020		35,700.00	11,900.00	749.70	12,649.70	23,800.00
14	3/31/2021		23,800.00		499.80	499.80	23,800.00
14	9/30/2021		23,800.00	11,900.00	499.80	12,399.80	11,900.00
15	3/31/2022		11,900.00		249.90	249.90	11,900.00
15	9/30/2022		11,900.00	11,900.00	249.90	12,149.90	-

**Total:           \$ 178,500.00   #####   #####**

**TREASURERS' COUPON & NOTE REGISTER**

**ANNUAL REPORT TO THE DEPARTMENT OF RENENUE ADMINISTRATION**

**Baboosic Lake Septic System Phase III**

Total Disbursed:		\$	170,699.91		Interest rate:		3.17%	Term:	15 Years	
Ref. Year	Due Date	Date Received	Beginning Balance	Principal Payment	Interest Payment	Total Payment	Ending Balance			
		8/24/2010	-	-	-	-	170,699.91			
1	8/24/2011		170,699.91	11,379.99	5,411.19	16,791.18	159,319.92			
2	8/24/2012		159,319.92	11,379.99	5,064.28	16,444.27	147,939.93			
3	8/24/2013		147,939.93	11,379.99	4,689.70	16,069.69	136,559.94			
4	8/24/2014		136,559.94	11,379.99	4,328.95	15,708.94	125,179.95			
5	8/24/2015		125,179.95	11,379.99	3,968.20	15,348.19	113,799.96			
6	8/24/2016		113,799.96	11,379.99	3,617.34	14,997.33	102,419.97			
7	8/24/2017		102,419.97	11,379.99	3,246.71	14,626.70	91,039.98			
8	8/24/2018		91,039.98	11,379.99	2,885.97	14,265.96	79,659.99			
9	8/24/2019		79,659.99	11,379.99	2,525.22	13,905.21	68,280.00			
10	8/24/2020		68,280.00	11,379.99	2,170.41	13,550.40	56,900.01			
11	8/24/2021		56,900.01	11,379.99	1,803.73	13,183.72	45,520.02			
12	8/24/2022		45,520.02	11,379.99	1,442.98	12,822.97	34,140.03			
13	8/24/2023		34,140.03	11,379.99	1,082.24	12,462.23	22,760.04			
14	8/24/2024		22,760.04	11,379.99	723.47	12,103.46	11,380.05			
15	8/24/2025		11,380.05	11,380.05	360.75	11,740.80	-			
Total:			\$	170,699.91	\$	43,321.14	\$	214,021.05		

**TREASURERS' COUPON & NOTE REGISTER**  
**ANNUAL REPORT TO THE DEPARTMENT OF RENENUE ADMINISTRATION**  
**New Hampshire Department of Environmental Services**  
**Clean Water SRF Loan Schedule**  
**Baboosic Lake Septic System Phase IV**

**Total Disbursed:    \$ 256,668.00**

**Interest rate:                    0.91%**  
**Administrative Fee:            2.00%**  
**Term:                                15 Years**

Ref. Year	Due Date	Date Received	Beginning Balance	Principal Payment	Principal Forgiven	Interest Payment	Admin Fees	Total Payment	Ending Balance
1		3/20/2012	256,668.00	8,647.00	128,333.83	2,249.43	4,943.80	15,840.23	121,058.07
2	4/1/2013		121,058.07	8,647.01	-	1,101.63	2,421.16	12,169.80	112,411.06
3	4/1/2014		112,411.06	8,647.00	-	1,022.94	2,248.22	11,918.16	103,764.06
4	4/1/2015		103,764.06	8,647.01	-	944.25	2,075.28	11,666.54	95,117.05
5	4/1/2016		95,117.05	8,647.00	-	865.57	1,902.34	11,414.91	86,470.05
6	4/1/2017		86,470.05	8,647.01	-	786.88	1,729.40	11,163.29	77,823.04
7	4/1/2018		77,823.04	8,647.00	-	708.19	1,556.46	10,911.65	69,176.04
8	4/1/2019		69,176.04	8,647.01	-	629.50	1,383.52	10,660.03	60,529.03
9	4/1/2020		60,529.03	8,647.00	-	550.81	1,210.58	10,408.39	51,882.03
10	4/1/2021		51,882.03	8,647.01	-	472.13	1,037.64	10,156.78	43,235.02
11	4/1/2022		43,235.02	8,647.00	-	393.44	864.70	9,905.14	34,588.02
12	4/1/2023		34,588.02	8,647.01	-	314.75	691.76	9,653.52	25,941.01
13	4/1/2024		25,941.01	8,647.00	-	236.06	518.82	9,401.88	17,294.01
14	4/1/2025		17,294.01	8,647.01	-	157.38	345.88	9,150.27	8,647.00
15	4/1/2026		8,647.00	8,647.00	-	78.69	172.94	8,898.63	-
<b>Total:</b>				<b>\$ 129,705.07</b>	<b>\$ 128,333.83</b>	<b>\$ 10,511.65</b>	<b>\$ 23,102.50</b>	<b>\$ 163,319.22</b>	

# **TREASURERS' COUPON & NOTE REGISTER**

## **ANNUAL REPORT TO THE DEPARTMENT OF REVENUE ADMINISTRATION**

### **Spring Road Note**

**Total Disbursed:**           \$   500,000.00                   **Interest rate:**                   3.02% **Term:**                   10 Years

<b>Ref. Year</b>	<b>Due Date</b>	<b>Date Received</b>	<b>Beginning Balance</b>	<b>Principal Payment</b>	<b>Est. Interest Payment</b>	<b>Total Payment</b>	<b>Ending Balance</b>
	8/24/2010	8/24/2010	-	-	-	-	500,000.00
1	8/24/2011		500,000.00	50,000.00	15,100.00	65,100.00	450,000.00
2	8/24/2012		450,000.00	50,000.00	-	50,000.00	400,000.00
3	8/24/2013		400,000.00	50,000.00	12,064.12	62,064.12	350,000.00
4	8/24/2014		350,000.00	50,000.00	10,594.82	60,594.82	300,000.00
5	8/24/2015		300,000.00	50,000.00	-	50,000.00	250,000.00
6	8/24/2016		250,000.00	50,000.00	-	50,000.00	200,000.00
7	8/24/2017		200,000.00	50,000.00	-	50,000.00	150,000.00
8	8/24/2018		150,000.00	50,000.00	-	50,000.00	100,000.00
9	8/24/2019		100,000.00	50,000.00	-	50,000.00	50,000.00
10	8/24/2020		50,000.00	50,000.00	-	50,000.00	-

**Total:**           \$   500,000.00   \$   37,758.94   \$   537,758.94

## 159

### Interest Rate

### Term

**10 years**

Payment Date	Principal	Interest	Total Payment	Remaining Balance
				2,000,000.00
6/14/2014	200,000.00	24,657.53	224,657.53	1,800,000.00
6/14/2015	200,000.00	40,524.66	240,524.66	1,600,000.00
6/14/2016	200,000.00	36,203.99	236,203.99	1,400,000.00
6/14/2017	200,000.00	31,500.00	231,500.00	1,200,000.00
6/14/2018	200,000.00	27,000.00	227,000.00	1,000,000.00
6/14/2019	200,000.00	22,500.00	222,500.00	800,000.00
6/14/2020	200,000.00	18,000.00	218,000.00	600,000.00
6/14/2021	200,000.00	13,500.00	213,500.00	400,000.00
6/14/2022	200,000.00	9,000.00	209,000.00	200,000.00
6/14/2023	200,000.00	4,500.00	204,500.00	-
Total	2,000,000.00	227,386.18	2,227,386.18	

**TREASURER'S COUPON & NOTE REGISTER**  
**ANNUAL REPORT TO THE DEPT OF REVENUE ADMINISTRATION**  
**FY 2015 ROAD NOTE**

<b>Total Disbursed:</b>	<b>\$ 2,000,000.00</b>	<b>Interest Rate</b>	<b>2.30%</b>	<b>Term</b>	<b>10 years</b>
Payment Date	Principal Disbursed	Principal	Interest	Total Payment	Remaining Balance
6/27/2014	1,000,000.00				1,000,000.00
5/29/2015	1,000,000.00				2,000,000.00
9/7/2014		100,000.00	4,536.98	104,536.98	1,900,000.00
3/7/2015		100,000.00	10,296.44	110,296.44	1,800,000.00
9/5/2015		100,000.00	15,829.04	115,829.04	1,700,000.00
3/7/2016		100,000.00	19,482.55	119,482.55	1,600,000.00
9/7/2016		100,000.00	18,500.54	118,500.54	1,500,000.00
3/7/2017		100,000.00	17,250.00	117,250.00	1,400,000.00
9/7/2017		100,000.00	16,100.00	116,100.00	1,300,000.00
3/7/2018		100,000.00	14,950.00	114,950.00	1,200,000.00
9/7/2018		100,000.00	13,800.00	113,800.00	1,100,000.00
3/7/2019		100,000.00	12,650.00	112,650.00	1,000,000.00
9/7/2019		100,000.00	11,500.00	111,500.00	900,000.00
3/7/2020		100,000.00	10,350.00	110,350.00	800,000.00
9/7/2020		100,000.00	9,200.00	109,200.00	700,000.00
3/7/2021		100,000.00	8,050.00	108,050.00	600,000.00
9/7/2021		100,000.00	6,900.00	106,900.00	500,000.00
3/7/2022		100,000.00	5,750.00	105,750.00	400,000.00
9/7/2022		100,000.00	4,600.00	104,600.00	300,000.00
3/7/2023		100,000.00	3,450.00	103,450.00	200,000.00
9/7/2023		100,000.00	2,300.00	102,300.00	100,000.00
3/7/2024		100,000.00	1,150.00	101,150.00	-
Total		2,000,000.00	206,645.55	2,206,645.55	

## FY 2015 Refinance of FY11 & FY12 ROAD NOTE

**10 years**

3,462,596.53

**TREASURER'S COUPON & NOTE REGISTER**  
**ANNUAL REPORT TO THE DEPT OF REVENUE ADMINISTRATION**  
**FY 2016 - 2017 ROAD NOTE - \$4,000,000.00**

Total Disbursed: \$ 4,000,000.00

Interest Rate 2.30%  
Term 10 yrs

Payment Date	Pincipal Disbursed	Principal	Interest	Total Payment	Remaining Balance
12/29/2015	2,000,000.00				2,000,000.00
7/1/2016	2,000,000.00				4,000,000.00
7/29/2016		400,000.00	30,290.00	430,290.00	3,600,000.00
7/29/2017		400,000.00	82,800.00	482,800.00	3,200,000.00
7/29/2018		400,000.00	73,600.00	473,600.00	2,800,000.00
7/29/2019		400,000.00	64,400.00	464,400.00	2,400,000.00
7/29/2020		400,000.00	55,351.23	455,351.23	2,000,000.00
7/29/2021		400,000.00	46,000.00	446,000.00	1,600,000.00
7/29/2022		400,000.00	36,800.00	436,800.00	1,200,000.00
7/29/2023		400,000.00	27,600.00	427,600.00	800,000.00
7/29/2024		400,000.00	18,450.41	418,450.41	400,000.00
7/29/2025		400,000.00	9,200.00	409,200.00	-
Total		3,600,000.00	414,201.64	4,014,201.64	



**TOWN OF AMHERST, NEW HAMPSHIRE**

**Annual Financial Statements**

**For the Year Ended June 30, 2016**

**Town of Amherst, New Hampshire**

**TABLE OF CONTENTS**

	<b><u>PAGE</u></b>
<b>INDEPENDENT AUDITORS' REPORT</b>	<b>1</b>
<b>MANAGEMENT'S DISCUSSION AND ANALYSIS</b>	<b>3</b>
<b>BASIC FINANCIAL STATEMENTS:</b>	
<b>Government-wide Financial Statements:</b>	
Statement of Net Position	11
Statement of Activities	12
<b>Fund Financial Statements:</b>	
<b>Governmental Funds:</b>	
Balance Sheet	13
Reconciliation of Total Governmental Fund Balances to Net Position of Governmental Activities in the Statement of Net Position	14
Statement of Revenues, Expenditures, and Changes in Fund Balances	15
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities	16
Statement of Revenues and Other Sources, and Expenditures and Other Uses - Budget and Actual - General Fund	17
<b>Proprietary Funds:</b>	
Statement of Net Position	18
Statement of Revenues, Expenses, and Changes in Fund Net Position	19
Statement of Cash Flows	20
<b>Fiduciary Funds:</b>	
Statement of Fiduciary Net Position	21
Statement of Changes in Fiduciary Net Position	22
<b>Notes to Financial Statements</b>	<b>23</b>
<b>REQUIRED SUPPLEMENTARY INFORMATION:</b>	
Schedule of OPEB Funding Progress	49
Schedule of Proportionate Share of the Net Pension Liability	50
Schedule of Pension Contributions	51

## INDEPENDENT AUDITORS' REPORT

To the Board of Selectmen  
Town of Amherst, New Hampshire

### Additional Offices:

Andover, MA  
Greenfield, MA  
Manchester, NH  
Ellsworth, ME

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Amherst, New Hampshire, as of June 30, 2016, and for the year then ended, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

The Town's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditors' Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Amherst, New Hampshire, as of June 30, 2016, and the respective changes in financial position and, where applicable, cash flows thereof and the respective budgetary comparison for the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## Other Matters

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis, the Schedule of OPEB Funding Progress, the Schedule of Proportionate Share of Net Pension Liability, and the Schedule of Pension Contributions be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board*, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with evidence sufficient to express an opinion or provide any assurance.

*Melanson Heath*

December 22, 2016

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

As management of the Town of Amherst, we offer readers this narrative overview and analysis of the financial activities of the Town of Amherst for the year ended June 30, 2016.

### **A. OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to the basic financial statements. The basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-wide financial statements.** The government-wide financial statements are designed to provide readers with a broad overview of our finances in a manner similar to a private-sector business.

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

The Statement of Activities presents information showing how the Town's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities include general government, public safety, highways and streets, sanitation, economic development, and culture and recreation. The business-type activities include the Baboosic Lake septic activities.

**Fund financial statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

**Governmental funds.** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide



financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

An annual appropriated budget is adopted for the general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

**Proprietary funds.** Proprietary funds are maintained as follows:

Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. Specifically, enterprise funds are used to account for the Baboosic Lake septic operations.

Proprietary funds provide the same type of information as the business-type activities reported in the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the Baboosic Lake septic operations, which is considered to be a major fund.

**Fiduciary funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's own programs. The accounting used for fiduciary funds is more like that used for proprietary funds.

**Notes to financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

**Other information.** In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information which is required to be disclosed by accounting principles generally accepted in the United States of America.

## B. FINANCIAL HIGHLIGHTS

- As of the close of the current year, the total of assets exceeded liabilities by \$24,677,748 (i.e., net position), a change of \$3,384,331 in comparison to the prior year.
- As of the close of the current year, governmental funds reported combined ending fund balances of \$8,427,873, a change of \$(942,416) in comparison to the prior year.
- At the end of the current year, unassigned fund balance for the general fund was \$5,218,994, a change of \$865,459 in comparison to the prior year.
- Total long-term debt (i.e., notes payable) at the close of the current fiscal year was \$8,287,569, a change of \$1,037,306 in comparison to the prior year.

## C. GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following is a summary of condensed government-wide financial data for the current and prior years (in thousands).

	<u>NET POSITION</u>		<u>Business-Type</u>		<u>Total</u>	
	<u>Governmental</u>		<u>Activities</u>			
	<u>2016</u>	<u>2015</u>	<u>2016</u>	<u>2015</u>	<u>2016</u>	<u>2015</u>
Current and other assets	\$ 30,982	\$ 31,770	\$ 101	\$ 115	\$ 31,083	\$ 31,885
Capital assets	27,608	22,107	773	876	28,381	22,983
Deferred outflows	301	273	-	-	301	273
Total assets and deferred outflows	58,891	54,150	874	991	59,765	55,141
Long-term liabilities outstanding	10,911	10,251	252	297	11,163	10,548
Other liabilities	2,377	2,014	37	53	2,414	2,067
Deferred inflows	21,510	21,233	-	-	21,510	21,233
Total liabilities and deferred inflows	34,798	33,498	289	350	35,087	33,848
Net position:						
Net investment in capital assets	17,761	15,069	489	534	18,250	15,603
Restricted	3,159	3,087	-	-	3,159	3,087
Unrestricted	3,173	2,496	96	107	3,269	2,603
Total net position	\$ 24,093	\$ 20,652	\$ 585	\$ 641	\$ 24,678	\$ 21,293

# CHANGES IN NET POSITION

	<u>Governmental</u>		<u>Business-Type</u>		<u>Total</u>	
	<u>Activities</u>		<u>Activities</u>			
	<u>2016</u>	<u>2015</u>	<u>2016</u>	<u>2015</u>	<u>2016</u>	<u>2015</u>
Revenues:						
Program revenues:						
Charges for services	\$ 986	\$ 753	\$ 77	\$ 78	\$ 1,063	\$ 831
Operating grants	985	1,408	-	-	985	1,408
Capital grants and contributions	-	-	3	97	3	97
General revenues:						
Property taxes	8,034	7,889	-	-	8,034	7,889
Penalties and interest on taxes	306	215	-	-	306	215
Licenses and permits	2,965	2,845	-	-	2,965	2,845
Investment income	86	85	-	-	86	85
Intergovernmental	543	545	-	-	543	545
Other	186	254	-	-	186	254
Total revenues	<u>14,091</u>	<u>13,994</u>	<u>80</u>	<u>175</u>	<u>14,171</u>	<u>14,169</u>
Expenses:						
General government	1,984	1,964	-	-	1,984	1,964
Public safety	3,703	3,506	-	-	3,703	3,506
Highways and streets	2,266	3,343	-	-	2,266	3,343
Sanitation	609	651	-	-	609	651
Health and welfare	83	85	-	-	83	85
Culture and recreation	1,748	1,683	-	-	1,748	1,683
Conservation	8	7	-	-	8	7
Capital outlay	68	-	-	-	68	-
Interest on long-term debt	181	155	-	-	181	155
Baboosic lake septic fund	-	-	136	146	136	146
Miscellaneous	-	78	-	-	-	78
Total expenses	<u>10,650</u>	<u>11,472</u>	<u>136</u>	<u>146</u>	<u>10,786</u>	<u>11,618</u>
Change in net position	3,441	2,522	(56)	29	3,385	2,551
Net position - beginning of year	<u>20,652</u>	<u>18,130</u>	<u>641</u>	<u>612</u>	<u>21,293</u>	<u>18,742</u>
Net position - end of year	<u>\$ 24,093</u>	<u>\$ 20,652</u>	<u>\$ 585</u>	<u>\$ 641</u>	<u>\$ 24,678</u>	<u>\$ 21,293</u>

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. At the close of the most recent year, total net position was \$24,677,748, a change of \$3,384,331 from the prior year.

The largest portion of net position \$18,250,204 reflects our investment in capital assets (e.g., land, buildings, machinery, equipment, and infrastructure), less any related debt used to acquire those assets that is still outstanding. These capital assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.



An additional portion of net position \$3,158,713 represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position \$3,268,831 may be used to meet the government's ongoing obligations to citizens and creditors.

**Governmental activities.** Governmental activities for the year resulted in a change in net position of \$3,440,864. Key elements of this change are as follows:

General fund operations, as discussed further	
in Section D	\$ 393,631
Road construction fund - accrual basis	546,869
Non-major funds operating results	71,504
Depreciation expense in excess of principal	
debt service	47,680
General fund capital asset additions	2,403,381
Other GAAP accruals	<u>(22,201)</u>
Total	<u>\$ 3,440,864</u>

**Business-type activities.** Business-type activities for the year resulted in a change in net position of \$(56,533). Key elements of this change are as follows:

Baboosic Lake septic operations	\$ <u>(56,533)</u>
Total	<u>\$ (56,533)</u>

#### **D. FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS**

As noted earlier, fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements.

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

As of the end of the current year, governmental funds reported combined ending fund balances of \$8,427,873, a change of \$(942,416) in comparison to the prior year. Key elements of this change are as follows:

General fund operating results	\$ 393,631
Road construction fund operating results	(1,407,551)
Non-major funds operating results	<u>71,504</u>
Total	<u>\$ (942,416)</u>

The general fund is the chief operating fund. At the end of the current year, unassigned fund balance of the general fund was \$5,218,994, while total fund balance was \$6,520,191. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total general fund expenditures. Refer to the table below.

<u>General Fund</u>	<u>6/30/16</u>	<u>6/30/15</u>	<u>Change</u>	<u>% of Total General Fund Expenditures</u>
Unassigned fund balance	\$ 5,218,994	\$ 4,353,535	\$ 865,459	41.7%
Total fund balance	\$ 6,520,191	\$ 6,126,560	\$ 393,631	52.1%

The total fund balance of the general fund changed by \$393,631 during the current year. Key factors in this change are as follows:

State and local revenues surplus	\$ 403,458
Budgetary appropriations turnbacks by departments	759,320
Tax collections excess compared to budget	(182,773)
Prior year encumbrances to be spent in the current year in excess of current year encumbrances to be spent in the subsequent year	(661,403)
Change in capital reserve fund balance	164,667
Change in land use change tax fund balance	10,362
Use of fund balance	<u>(100,000)</u>
Total	<u>\$ 393,631</u>

Included in the total general fund balance are the Town's capital reserve accounts with the following balances:

	<u>06/30/16</u>	<u>6/30/15</u>	<u>Change</u>
Capital reserve fund	\$ <u>978,531</u>	\$ <u>813,864</u>	\$ <u>164,667</u>
Total	\$ <u><u>978,531</u></u>	\$ <u><u>813,864</u></u>	\$ <u><u>164,667</u></u>

**Proprietary funds.** Proprietary funds provide the same type of information found in the business-type activities reported in the government-wide financial statements, but in more detail.

Unrestricted net position of the enterprise funds at the end of the year amounted to \$95,521, a change of \$(11,449) in comparison to the prior year.

## **E. GENERAL FUND BUDGETARY HIGHLIGHTS**

There was no overall change in the total appropriation, however there were certain reclassifications as a result of reserve fund transfers and special town meeting transfers. Major reasons for these amendments include:

- \$42,232 - General Government
- \$1,451 - Highways and Streets
- \$642 - Sanitation
- \$9,821 - Culture and Recreation
- \$(54,148) - Debt Service

## **F. CAPITAL ASSET AND DEBT ADMINISTRATION**

**Capital assets.** Total investment in capital assets for governmental and business-type activities at year-end amounted to \$28,380,903 (net of accumulated depreciation), a change of \$5,397,704 from the prior year. This investment in capital assets includes land, buildings and system, improvements, and machinery and equipment.

Major capital events during the current year included the following:

- \$4,768,988 increase in road construction and road resurfacing
- \$596,681 relating to construction in progress
- \$151,545 relating to the purchase of Truck 7400
- \$105,684 relating to the purchase of a new backhoe
- \$105,389 relating to the purchase of a new financial software system

Additional information on capital assets can be found in the Notes to Financial Statements.

**Long-term debt.** At the end of the current fiscal year, total debt outstanding was \$8,287,569, all of which was backed by the full faith and credit of the government.

Additional information on long-term debt can be found in the Notes to the Financial Statements.

## **REQUESTS FOR INFORMATION**

This financial report is designed to provide a general overview of the Town's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Town of Amherst  
Department of Finance  
2 Main Street  
P.O. Box 960  
Amherst, New Hampshire 03031

## TOWN OF AMHERST, NEW HAMPSHIRE

## STATEMENT OF NET POSITION

JUNE 30, 2016

	Governmental <u>Activities</u>	Business-Type <u>Activities</u>	<u>Total</u>
<b>ASSETS</b>			
Current:			
Cash and short-term investments	\$ 22,039,003	\$ -	\$ 22,039,003
Investments	3,253,030	-	3,253,030
Receivables, net of allowance for uncollectibles:			
Taxes	4,818,911	-	4,818,911
Departmental and other	195,347	-	195,347
User fees, net of allowance for uncollectibles	-	23,219	23,219
Intergovernmental	544,229	185,060	729,289
Other assets	23,499	-	23,499
Internal balances	107,630	(107,630)	-
Noncurrent:			
Capital assets:			
Land and construction in progress	8,664,898	-	8,664,898
Other capital assets, net of accumulated depreciation	18,942,993	773,012	19,716,005
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	<u>301,135</u>	<u>-</u>	<u>301,135</u>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>	<u>58,890,675</u>	<u>873,661</u>	<u>59,764,336</u>
<b>LIABILITIES</b>			
Current:			
Accounts payable	705,161	983	706,144
Retainage payable	189,250	-	189,250
Accrued liabilities	66,901	4,145	71,046
Tax refunds payable	153,165	-	153,165
Due to other governments	2,131	-	2,131
Current portion of long-term liabilities:			
Notes payable	1,156,000	31,927	1,187,927
Capital lease payable	91,383	-	91,383
Compensated absence	13,102	-	13,102
Noncurrent:			
Notes payable, net of current portion	6,847,999	251,643	7,099,642
Capital lease payable, net of current portion	286,933	-	286,933
Compensated absence, net of current portion	248,940	-	248,940
Accrued other post-employment benefits	306,367	-	306,367
Net pension liability	3,220,451	-	3,220,451
<b>DEFERRED INFLOWS OF RESOURCES</b>	<u>21,510,107</u>	<u>-</u>	<u>21,510,107</u>
<b>TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES</b>	<u>34,797,890</u>	<u>288,698</u>	<u>35,086,588</u>
<b>NET POSITION</b>			
Net investment in capital assets	17,760,762	489,442	18,250,204
Restricted for:			
Grants and other statutory restrictions	999,908	-	999,908
Permanent funds:			
Nonexpendable	1,541,244	-	1,541,244
Expendable	617,561	-	617,561
Unrestricted	3,173,310	95,521	3,268,831
<b>TOTAL NET POSITION</b>	<u>\$ 24,092,785</u>	<u>\$ 584,963</u>	<u>\$ 24,677,748</u>

The accompanying notes are an integral part of these financial statements.

## TOWN OF AMHERST, NEW HAMPSHIRE

## STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2016

	<u>Expenses</u>	<u>Program Revenues</u>			<u>Net (Expenses) Revenues and Changes in Net Position</u>		
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
<b>Governmental Activities:</b>							
General government	\$ 1,983,929	\$ 17,047	\$ -	\$ -	\$ (1,966,882)	\$ -	\$ (1,966,882)
Public safety	3,703,108	448,732	110,788	-	(3,143,588)	-	(3,143,588)
Highways and streets	2,266,198	6,898	860,839	-	(1,398,461)	-	(1,398,461)
Sanitation	608,814	80,487	-	-	(528,327)	-	(528,327)
Health and welfare	82,526	-	-	-	(82,526)	-	(82,526)
Culture and recreation	1,747,634	432,776	-	-	(1,314,858)	-	(1,314,858)
Conservation	7,983	-	13,742	-	5,759	-	5,759
Capital Outlay	68,463	-	-	-	(68,463)	-	(68,463)
Interest	181,216	-	-	-	(181,216)	-	(181,216)
Miscellaneous	340	-	-	-	(340)	-	(340)
Total Governmental Activities	10,650,211	985,940	985,369	-	(8,678,902)	-	(8,678,902)
<b>Business-Type Activities:</b>							
Babooic Septic Fund	136,227	76,414	-	3,280	-	(56,533)	(56,533)
Total Business-Type Activities	136,227	76,414	-	3,280	-	(56,533)	(56,533)
Total	\$ 10,786,438	\$ 1,062,354	\$ 985,369	\$ 3,280	(8,678,902)	(56,533)	(8,735,435)
<b>General Revenues and Contributions:</b>							
Taxes					8,033,504	-	8,033,504
Penalties, interest and other taxes					306,096	-	306,096
Licenses and permits					2,965,192	-	2,965,192
Investment income					86,174	-	86,174
Intergovernmental					542,925	-	542,925
Miscellaneous					185,875	-	185,875
Total general revenues					12,119,766	-	12,119,766
Change in net position					3,440,864	(56,533)	3,384,331
<b>Net Position:</b>							
Beginning of year					20,651,921	641,496	21,293,417
End of year					\$ 24,092,785	\$ 584,963	\$ 24,677,748

The accompanying notes are an integral part of these financial statements.



## TOWN OF AMHERST, NEW HAMPSHIRE

## GOVERNMENTAL FUNDS

## BALANCE SHEET

JUNE 30, 2016

	<u>General</u>	<u>Road Construction Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>ASSETS</b>				
Cash and short-term investments	\$ 21,456,046	\$ -	\$ 582,957	\$ 22,039,003
Investments	978,531	-	2,274,499	3,253,030
Receivables:				
Property taxes	4,870,470	-	-	4,870,470
Departmental and other	195,221	-	126	195,347
Intergovernmental	5,420	537,615	1,194	544,229
Other assets	23,499	-	-	23,499
Due from other funds	1,300,604	-	337,046	1,637,650
<b>TOTAL ASSETS</b>	<b>\$ 28,829,791</b>	<b>\$ 537,615</b>	<b>\$ 3,195,822</b>	<b>\$ 32,563,228</b>
<b>LIABILITIES</b>				
Accounts payable	\$ 484,907	\$ 124,484	\$ 33,538	\$ 642,929
Retainage payable	55,108	134,142	-	189,250
Accrued liabilities	-	-	3,571	3,571
Taxes refunds payable	153,165	-	-	153,165
Due to other funds	-	1,530,020	-	1,530,020
Due to other governments	2,131	-	-	2,131
Other liabilities	62,232	-	-	62,232
<b>TOTAL LIABILITIES</b>	<b>757,543</b>	<b>1,788,646</b>	<b>37,109</b>	<b>2,583,298</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>	<b>21,552,057</b>	<b>-</b>	<b>-</b>	<b>21,552,057</b>
<b>FUND BALANCES</b>				
Nonspendable	-	-	1,541,244	1,541,244
Restricted	-	-	1,617,483	1,617,483
Committed	978,531	-	-	978,531
Assigned	322,666	-	-	322,666
Unassigned	5,218,994	(1,251,031)	(14)	3,967,949
<b>TOTAL FUND BALANCES</b>	<b>6,520,191</b>	<b>(1,251,031)</b>	<b>3,158,713</b>	<b>8,427,873</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>	<b>\$ 28,829,791</b>	<b>\$ 537,615</b>	<b>\$ 3,195,822</b>	<b>\$ 32,563,228</b>

The accompanying notes are an integral part of these financial statements.

TOWN OF AMHERST, NEW HAMPSHIRE

RECONCILIATION OF TOTAL GOVERNMENTAL FUND  
BALANCES TO NET POSITION OF GOVERNMENTAL  
ACTIVITIES IN THE STATEMENT OF NET POSITION

JUNE 30, 2016

<b>Total governmental fund balances</b>	<b>\$ 8,427,873</b>
<ul style="list-style-type: none"><li>• Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.</li></ul>	27,607,891
<ul style="list-style-type: none"><li>• Revenues are reported on the accrual basis of accounting and are not deferred until collection.</li></ul>	547,604
<ul style="list-style-type: none"><li>• In the Statement of Activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.</li></ul>	(63,330)
<ul style="list-style-type: none"><li>• Long-term liabilities, (net of prepaid debt service) including notes payable, are not due and payable in the current period and, therefore, are not reported in the governmental funds.</li></ul>	(8,950,724)
<ul style="list-style-type: none"><li>• Certain changes in the net pension liability, which are deferred to future reporting periods, are not reported in the governmental funds.</li></ul>	<u>(3,476,529)</u>
<b>Net position of governmental activities</b>	<b>\$ <u>24,092,785</u></b>

The accompanying notes are an integral part of these financial statements.



## TOWN OF AMHERST, NEW HAMPSHIRE

## GOVERNMENTAL FUNDS

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED JUNE 30, 2016

	<u>General</u>	<u>Road Construction Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Revenues:</b>				
Property taxes	\$ 8,081,887	\$ -	\$ -	\$ 8,081,887
Penalties, interest and other taxes	305,495	-	-	305,495
Licenses and permits	2,965,192	-	-	2,965,192
Intergovernmental	976,937	537,615	-	1,514,552
Charges for services	518,245	-	388,283	906,528
Investment income	90,855	-	83,159	174,014
Contributions	-	-	13,742	13,742
Miscellaneous	<u>27,721</u>	<u>-</u>	<u>149,726</u>	<u>177,447</u>
Total Revenues	12,966,332	537,615	634,910	14,138,857
<b>Expenditures:</b>				
Current:				
General government	2,069,194	-	44,562	2,113,756
Public safety	3,759,038	-	37,093	3,796,131
Highways and streets	3,604,803	3,945,166	8,769	7,558,738
Sanitation	609,690	-	-	609,690
Health and welfare	82,526	-	-	82,526
Culture and recreation	1,243,180	-	537,749	1,780,929
Capital outlay	68,463	-	-	68,463
Debt service	1,062,717	-	-	1,062,717
Conservation	7,983	-	-	7,983
Miscellaneous	<u>340</u>	<u>-</u>	<u>-</u>	<u>340</u>
Total Expenditures	<u>12,507,934</u>	<u>3,945,166</u>	<u>628,173</u>	<u>17,081,273</u>
Excess (deficiency) of revenues over expenditures	458,398	(3,407,551)	6,737	(2,942,416)
<b>Other Financing Sources (Uses):</b>				
Bond proceeds	-	2,000,000	-	2,000,000
Transfers in	-	-	175,752	175,752
Transfers out	<u>(64,767)</u>	<u>-</u>	<u>(110,985)</u>	<u>(175,752)</u>
Total Other Financing Sources (Uses)	<u>(64,767)</u>	<u>2,000,000</u>	<u>64,767</u>	<u>2,000,000</u>
Changes in Fund Balance	393,631	(1,407,551)	71,504	(942,416)
Fund Equity, at Beginning of Year	<u>6,126,560</u>	<u>156,520</u>	<u>3,087,209</u>	<u>9,370,289</u>
Fund Equity, at End of Year	<u>\$ 6,520,191</u>	<u>\$ (1,251,031)</u>	<u>\$ 3,158,713</u>	<u>\$ 8,427,873</u>

The accompanying notes are an integral part of these financial statements.

TOWN OF AMHERST, NEW HAMPSHIRE  
 RECONCILIATION OF THE STATEMENT OF REVENUES  
 EXPENDITURES, AND CHANGES IN FUND BALANCES OF  
 GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
 FOR THE YEAR ENDED JUNE 30, 2016

<b>Net changes in fund balances - total governmental funds</b>	<b>\$ (942,416)</b>
<ul style="list-style-type: none"> <li>Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:</li> </ul>	
Capital outlay purchases	6,357,801
Depreciation	(856,630)
<ul style="list-style-type: none"> <li>Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for accounts receivable (i.e., real estate) differ between the two statements. This amount represents the net change in deferred revenue.</li> </ul>	(47,782)
<ul style="list-style-type: none"> <li>The issuance of long-term debt (e.g., notes and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net position:</li> </ul>	
Repayments of debt	904,310
Note additions	(2,000,000)
Capital lease repayments	110,934
Capital lease additions	(203,372)
<ul style="list-style-type: none"> <li>In the Statement of Activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.</li> </ul>	(22,808)
<ul style="list-style-type: none"> <li>Some expenses reported in the Statement of Activities, such as compensated absences, do not require the use of current financial resources and therefore, are not reported as expenditures in the governmental funds.</li> </ul>	
Compensated absences	(5,545)
Accrued other post-employment benefits	(39,336)
<ul style="list-style-type: none"> <li>Certain changes in the net pension liability, which are deferred to future reporting periods, are not reported in the governmental funds.</li> </ul>	185,708
<b>Change in net position of governmental activities</b>	<b>\$ <u>3,440,864</u></b>

The accompanying notes are an integral part of these financial statements.

TOWN OF AMHERST, NEW HAMPSHIRE

GENERAL FUND

STATEMENT OF REVENUES AND OTHER SOURCES,  
AND EXPENDITURES AND OTHER USES - BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 2016

	Original Budget	Final Budget	Actual Amounts (Budgetary Basis)	Variance with Final Budget Positive (Negative)
<b>Revenues and other sources:</b>				
Property taxes	\$ 8,264,660	\$ 8,264,660	\$ 8,264,660	\$ -
Penalties, interest and other taxes	161,251	161,251	175,366	14,115
Licenses and permits	2,691,569	2,691,569	2,965,192	273,623
Intergovernmental	939,334	939,334	976,937	37,603
Charges for services	507,000	507,000	518,245	11,245
Investment income	52,900	52,900	87,840	34,940
Miscellaneous	12,100	12,100	27,721	15,621
Transfers in	80,000	80,000	96,311	16,311
Use of fund balance	100,000	100,000	100,000	-
Total Revenues	12,808,814	12,808,814	13,212,272	403,458
<b>Expenditures and other uses:</b>				
Current:				
General government	2,214,099	2,256,331	2,023,389	232,942
Public safety	3,883,388	3,883,389	3,746,523	136,866
Highways and streets	3,261,835	3,263,286	3,016,215	247,071
Sanitation	606,286	606,928	609,690	(2,762)
Health and welfare	108,665	108,666	92,583	16,083
Culture and recreation	1,224,608	1,234,429	1,240,446	(6,017)
Conservation	8,000	8,000	7,983	17
Debt service	1,256,933	1,202,785	1,062,717	140,068
Transfers out	245,000	245,000	249,948	(4,948)
Total Expenditures	12,808,814	12,808,814	12,049,494	759,320
Excess of revenues and other sources over expenditures and other uses	\$ -	\$ -	\$ 1,162,778	\$ 1,162,778

The accompanying notes are an integral part of these financial statements.

TOWN OF AMHERST, NEW HAMPSHIRE

PROPRIETARY FUNDS

STATEMENT OF NET POSITION

JUNE 30, 2016

Business-Type Activities  
Enterprise Funds  
Baboosic Septic  
Fund

**ASSETS**

Current:

User fees, net of allowance for uncollectibles	\$ 23,219
Intergovernmental receivables	<u>185,060</u>
Total current assets	208,279

Noncurrent:

Capital assets	
Other capital assets, net of accumulated depreciation	<u>773,012</u>
Total noncurrent assets	<u>773,012</u>

**TOTAL ASSETS**

981,291

**LIABILITIES**

Current:

Accounts payable	983
Accrued liabilities	4,145
Due to other funds	107,630
Notes payable	<u>31,927</u>
Total current liabilities	144,685

Noncurrent:

Notes payable, net of current portion	<u>251,643</u>
Total noncurrent liabilities	<u>251,643</u>

**TOTAL LIABILITIES**

396,328

**NET POSITION**

Net investment in capital assets	489,442
Unrestricted	<u>95,521</u>
<b>TOTAL NET POSITION</b>	<u>\$ 584,963</u>

The accompanying notes are an integral part of these financial statements.

TOWN OF AMHERST, NEW HAMPSHIRE

PROPRIETARY FUNDS

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION

FOR THE YEAR ENDED JUNE 30, 2016

	Business-Type Activities <u>Enterprise Funds</u> Baboosic Septic <u>Fund</u>
<b>Operating Revenues:</b>	
Charges for services	\$ <u>76,414</u>
Total Operating Revenues	76,414
<b>Operating Expenses:</b>	
Operating expenses	23,510
Depreciation	<u>103,467</u>
Total Operating Expenses	<u>126,977</u>
Operating Income	(50,563)
<b>Nonoperating Revenues (Expenses):</b>	
Intergovernmental	3,280
Interest expense	<u>(9,250)</u>
Total Nonoperating Revenues (Expenses), Net	<u>(5,970)</u>
Change in Net Position	(56,533)
Net Position at Beginning of Year	<u>641,496</u>
Net Position at End of Year	\$ <u><u>584,963</u></u>

The accompanying notes are an integral part of these financial statements.

TOWN OF AMHERST, NEW HAMPSHIRE  
 PROPRIETARY FUNDS  
 STATEMENT OF CASH FLOWS  
 FOR THE YEAR ENDED JUNE 30, 2016

	Business-Type Activities <u>Enterprise Funds</u> Baboosic Septic <u>Fund</u>
<b><u>Cash Flows From Operating Activities:</u></b>	
Receipts from customers and users	\$ 77,593
Payments to vendors and employees	<u>(25,995)</u>
Net Cash Provided By Operating Activities	51,598
<b><u>Cash Flows From Capital and Related Financing Activities:</u></b>	
Principal payments on bonds and notes	(58,383)
Intergovernmental revenue	27,049
Interest expense	<u>(9,250)</u>
Net Cash (Used For) Capital and Related Financing Activities	<u>(40,584)</u>
Net Change in Cash and Short-Term Investments	11,014
Cash and Cash Equivalents (Deficiency), Beginning of Year	<u>(118,644)</u>
Cash and Cash Equivalents (Deficiency), End of Year	\$ <u><u>(107,630)</u></u>
<b><u>Reconciliation of Operating Income to Net Cash Provided by (Used For) Operating Activities:</u></b>	
Operating income	\$ (50,563)
Adjustments to reconcile operating income (loss) to net cash provided by (used for) operating activities:	
Depreciation	103,467
Changes in assets and liabilities:	
User fees	1,179
Accounts payable	(414)
Accrued liabilities	<u>(2,071)</u>
Net Cash Provided By Operating Activities	\$ <u><u>51,598</u></u>

The accompanying notes are an integral part of these financial statements.

TOWN OF AMHERST, NEW HAMPSHIRE  
FIDUCIARY FUNDS  
STATEMENT OF FIDUCIARY NET POSITION  
JUNE 30, 2016

	Private Purpose Trust Funds	Agency Funds
<b><u>ASSETS</u></b>		
Cash and short-term investments	\$ -	\$ 202,438
Investments	<u>1,190,302</u>	<u>661,405</u>
Total Assets	1,190,302	863,843
<b><u>LIABILITIES</u></b>		
Due to other governments	<u>-</u>	<u>863,843</u>
Total Liabilities	<u>-</u>	<u>863,843</u>
<b><u>NET POSITION</u></b>		
Total net position held in trust	\$ <u><u>1,190,302</u></u>	\$ <u><u>-</u></u>

The accompanying notes are an integral part of these financial statements.



TOWN OF AMHERST, NEW HAMPSHIRE

FIDUCIARY FUNDS

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

FOR THE YEAR ENDED JUNE 30, 2016

	<u>Private Purpose Trust Funds</u>
<b>Additions:</b>	
Contributions	\$ 888
Investment income	<u>51,097</u>
Total additions	51,985
<b>Deductions:</b>	
Education	<u>36,708</u>
Total deductions	<u>36,708</u>
Net increase	15,277
<b>Net position:</b>	
Beginning of year	<u>1,175,025</u>
End of year	<u><u>\$ 1,190,302</u></u>

The accompanying notes are an integral part of these financial statements.



## TOWN OF AMHERST, NEW HAMPSHIRE

### Notes to Financial Statements

#### 1. Summary of Significant Accounting Policies

The accounting policies of the Town of Amherst (the Town) conform to generally accepted accounting principles (GAAP) as applicable to governmental units. The following is a summary of the more significant policies:

##### A. Reporting Entity

The Town was incorporated in 1760 and is a municipal corporation governed by an elected Board of Selectmen. As required by generally accepted accounting principles, these financial statements present the government and applicable component units for which the government is considered to be financially accountable. In year 2016, it was determined that no entities met the required GASB 14 (as amended) criteria of component units.

##### B. Government-wide and Fund Financial Statements

###### Government-wide Financial Statements

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. Likewise, the primary government is reported separately from certain legally separate component units for which the primary government is financially accountable.

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

###### Fund Financial Statements

Separate financial statements are provided for governmental funds, and fiduciary funds, even though the latter are excluded from the government-

wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Government-wide Financial Statements

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as is the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Amounts reported as *program revenues* include (1) charges to customers or applicants for goods, services, or privileges provided, (2) operating grants and contributions, and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

Fund Financial Statements

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Town considers property tax revenues to be available if they are collected within 60 days of the end of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The Town reports the following major governmental funds:

- The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.
- The *road construction fund* accounts for the financial transactions related to the reconstruction of Town roads.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise fund are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

The government reports the following major proprietary funds:

- The Baboosic Lake Septic Fund is utilized to account for operations that are financed and operated in a manner similar to private business enterprises. The stated intent is that the cost (i.e., expenses including depreciation) of providing goods or services to the residents on a continuing basis are financed or recovered primarily through user charges.

The *private-purpose trust fund* is used to account for trust arrangements, other than those properly reported in the pension trust fund or permanent fund, under which principal and investment income exclusively benefit individuals, private organizations, or other governments.

The Town's agency funds are custodial in nature (assets equal liabilities) and do not involve the measurement of results of operations. The Town's agency funds account for the capital reserve funds of the Amherst School District, Souhegan Cooperative School District, and the SAU 39 Capital Facilities Fund, which are held by the Town as required by State law. Other agency funds consist of escrow and developer's performance bonds.

#### D. Cash and Short-Term Investments

Cash balances from all funds, except those required to be segregated by law, are combined to form a consolidation of cash. Cash balances are invested to the extent available, and interest earnings are recognized in the general fund. Certain special revenue and fiduciary funds segregate cash, and investment earnings become a part of those funds.

Deposits with financial institutions consist primarily of demand deposits, certificates of deposits, and savings accounts. A cash and investment pool is maintained that is available for use by all funds. Each fund's portion of this pool is reflected on the combined financial statements under the caption "cash and short-term investments". The interest earnings attributable to each fund type are included under investment income.



#### E. Investments

State and local statutes place certain limitations on the nature of deposits and investments available. Deposits in any financial institution may not exceed certain levels within the financial institution. Non-fiduciary fund investments can be made in securities issued by or unconditionally guaranteed by the U.S. Government or agencies that have a maturity of one year or less from the date of purchase and repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase.

#### F. Interfund Receivables and Payables

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the year are referred to as either "due from/to other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans).

#### G. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets, are reported in governmental activities in the government-wide financial statements. Capital assets are defined by the Town as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	40
Building improvements	15 – 20
Infrastructure	40
Vehicles and equipment	5 – 10
Library media	10

#### H. Compensated Absences

It is the Town's policy to permit employees to accumulate earned but unused sick/vacation pay benefits. All vested vacation pay is accrued when incurred.

in the government-wide financial statements. A liability for this amount is reported in governmental funds only if it has matured, for example, as a result of employee resignations and retirements.

#### *I. Long-Term Obligations*

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

#### *J. Fund Equity*

Fund equity at the governmental fund financial reporting level is classified as “fund balance”. Fund equity for all other reporting is classified as “net position”.

Fund Balance - Generally, fund balance represents the difference between the current assets and current liabilities. The Town reserves those portions of fund balance that are legally segregated for a specific future use or which do not represent available, spendable resources and therefore, are not available for appropriation or expenditure. Unassigned fund balance indicates that portion of fund balance that is available for appropriation in future periods.

The Town's fund balance classification policies and procedures are as follows:

- 1) Nonspendable funds are either unspendable in the current form (i.e., inventory or prepaid items) or can never be spent (i.e., perpetual care).
- 2) Restricted funds are used solely for the purpose in which the fund was established. In the case of special revenue funds, these funds are created by statute or otherwise have external constraints on how the funds can be expended.
- 3) Committed funds are reported and expended as a result of motions passed by the highest decision making authority in the government (i.e., Town Meeting).
- 4) Assigned funds are used for specific purposes as established by management. These funds, which include encumbrances, have been assigned for specific goods and services ordered but not yet paid for. This account also includes fund balance voted to be used in the subsequent year.
- 5) Unassigned funds are available to be spent in future periods.

When an expenditure is incurred that would qualify for payment from multiple fund balance types, the Town uses the following order to liquidate liabilities: restricted, committed, assigned, and unassigned.

*Net Position* - Net position represents the difference between assets/deferred outflows and liabilities/deferred inflows. Net investment in capital assets, consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. The remaining net position is reported as unrestricted.

**K. Use of Estimates**

The preparation of basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures for contingent assets and liabilities at the date of the basic financial statements and the reported amounts of the revenues and expenditures/expenses during the year. Actual results could vary from estimates that were used.

**2. Stewardship, Compliance, and Accountability**

**A. Budgetary Information**

The Town's budget is originally prepared by the Selectmen's office with the cooperation of the various department heads. It is then submitted to the Budget Committee, in accordance with the Municipal Budget Law. After reviewing the budget, the Committee holds a public hearing for discussion.

The final version of the budget is then submitted for approval at the annual Town Meeting. The approved budget is subsequently reported to the State of New Hampshire on the statement of appropriation form in order to establish the current property tax rate.

The Selectmen cannot increase the total of the approved budget; however, they have the power to reclassify its components when necessary.

**B. Budgetary Basis**

The general fund final appropriation appearing on the "Budget and Actual" page of the fund financial statements represents the final amended budget after all reserve fund transfers and supplemental appropriations.

**C. Budget/GAAP Reconciliation**

The budgetary data for the general fund is based upon accounting principles that differ from generally accepted accounting principles (GAAP). Therefore, in addition to the GAAP basis financial statements, the results of operations



of the general fund are presented in accordance with budgetary accounting principles to provide a meaningful comparison to budgetary data.

The following is a summary of adjustments made to the actual revenues and other sources, and expenditures and other uses, to conform to the budgetary basis of accounting.

<u>General Fund</u>	<u>Revenues and Other Financing Sources</u>	<u>Expenditures and Other Financing Uses</u>
Revenues/Expenditures (GAAP basis)	\$ 12,966,332	\$ 12,507,934
Other financing sources/uses (GAAP basis)	-	64,767
Subtotal (GAAP Basis)	12,966,332	12,572,701
Adjust tax revenue to accrual basis	182,773	-
Reverse beginning of year appropriation carryforwards from expenditures	-	(884,362)
Add end-of-year appropriation carryforwards from expenditures	-	222,959
To remove capital reserve funds	16,818	181,485
To remove land use change tax fund	(75,129)	(64,767)
To record use of fund balance	100,000	-
Other timing issues	21,478	21,478
Budgetary basis	\$ <u>13,212,272</u>	\$ <u>12,049,494</u>

### 3. Cash and Short-Term Investments

*Custodial Credit Risk - Deposits.* Custodial credit risk is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. RSA 48:16 limits "deposit in any one bank shall not at any time exceed the sum of its paid-up capital and surplus, exception that a Town with a population in excess of 50,000 is authorized to deposit funds in a solvent bank in excess of the paid-up capital surplus of said bank." In accordance with the Town's investment policy for its governmental funds, all security transactions must be secured by collateral having a value at least equal to the amount of funds in excess of the FDIC deposit limits. Such collateral shall be segregated for the exclusive benefit of the Town and may consist of obligations of the United States government, United States government agencies or obligations of the State of New Hampshire.

As of June 30, 2016, none of the Town's bank balances of \$22,323,788 was exposed to custodial credit risk as uninsured or uncollateralized.

## 4. Investments

### A. Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. State law employs the prudent person rule whereby investments are made as a prudent person would be expected to act, with discretion and intelligence, to seek reasonable income, preserve capital, and, in general, avoid speculative investments.

The Trustees of Trust Funds and Library Trustees do not have formal investment policies for managing its investments exposure from credit risk.

Presented below (in thousands) is the actual rating as of year-end for each investment of the Town. (All federal agency securities have an implied credit rating of AAA):

<u>Investment Type</u>	<u>Fair Value</u>	<u>Minimum Legal Rating</u>	<u>Exempt From Disclosure</u>						
				<u>A1</u>	<u>A2</u>	<u>A3</u>	<u>Baa1</u>	<u>Baa2</u>	<u>Baa3</u>
Certificates of deposits	\$ 551		\$ 551	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Corporate bonds	901		-	159	110	132	333	113	54
Corporate equities	1,647	N/A	1,647	-	-	-	-	-	-
Mutual funds	<u>2,006</u>	N/A	<u>2,006</u>	-	-	-	-	-	-
Total investments	<u>\$ 5,105</u>		<u>\$ 4,204</u>	<u>\$ 159</u>	<u>\$ 110</u>	<u>\$ 132</u>	<u>\$ 333</u>	<u>\$ 113</u>	<u>\$ 54</u>

### B. Custodial Credit Risk

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The Trustees of Trust Funds and the Library Trustees have no policy regarding custodial credit risk.

### C. Concentration of Credit Risk

The Town does not have an investment in one issuer greater than 5% of total investments.

### D. Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Town does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.



Information about the sensitivity of the fair values of the Town's investments to market interest rate fluctuations is as follows (in thousands):

<u>Investment Type</u>	<u>Fair Value</u>	Investment Maturities (in Years)		
		Less Than 1	1-5	6-10
Debt Related Securities:				
Certificates of deposit	\$ 551	\$ 551	\$ -	\$ -
Corporate bonds	901	105	487	309
Total	<u>\$ 1,452</u>	<u>\$ 656</u>	<u>\$ 487</u>	<u>\$ 309</u>

**E. Fair Value**

The Town categorizes its fair value measurements within the fair value hierarchy established by Governmental Accounting Standards Board Statement No. 72 *Fair Value Measurement and Application* (GASB 72). The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The Town has the following fair value measurements as of June 30, 2016:

<u>Description</u>	Fair Value Measurements Using:	
	Quoted prices in active markets for identical assets (Level 1)	
Investments by fair value level:		
Debt securities		
Corporate bonds	\$ 901	\$ 901
Equity securities	1,647	1,647
Mutual funds	2,006	2,006
Total	<u>\$ 4,554</u>	

**5. Taxes Receivable**

The Town bills property taxes semi-annually, in May and November. Property tax revenues are recognized in the year for which taxes have been levied.

Property taxes are due on July 1 and December 1. Delinquent accounts are charged 12% interest. In March of the next year, a lien is recorded on delinquent property at the Registry of Deeds. The Town purchases all the delinquent accounts by paying the delinquent balance, recording costs, and accrued interest. The accounts that are liened by the Town will be reclassified from property taxes receivable to unredeemed tax liens receivable. After this date, delinquent accounts will be charged interest at a rate of 18%. The Town annually budgets amounts (overlay for abatements) for property tax abatements and refunds.

Taxes receivable at June 30, 2016 consist of the following (in thousands):

Real Estate		
2016		\$ 4,271
Unredeemed Taxes		
2015	253	
2014	101	
2013	32	
2012	56	
		442
Welfare and elderly liens		156
Yield tax		1
Total		\$ <u>4,870</u>

Taxes Collected for Others

The Town collects property taxes for the State of New Hampshire, the Amherst School District, Souhegan Cooperative School District, and the County of Hillsborough. Payments to the other taxing units are normally made throughout the year. The ultimate responsibility for the collection of taxes rests with the Town.

**6. Allowance for Doubtful Accounts**

The receivables reported in the accompanying financial statements reflect the following estimated allowances for doubtful accounts (in thousands):

	<u>Governmental</u>
Property taxes	\$ 52
Ambulance	\$ 307

**7. Intergovernmental Receivables**

This balance represents reimbursements requested from Federal and State agencies for expenditures incurred in fiscal 2016.

## 8. Interfund Fund Receivables/Payables

Although self-balancing funds are maintained, most transactions flow through the general fund. In order to obtain accountability for each fund, interfund receivable and payable accounts must be utilized. The following is an analysis of the June 30, 2016 balances in interfund receivable and payable accounts:

<u>Fund</u>	<u>Due From Other Funds</u>	<u>Due To Other Funds</u>
General Fund	\$ 1,301	\$ -
Road Construction Fund	-	1,530
Nonmajor Governmental Funds	337	-
Enterprise Funds:		
Baboosic Lake septic fund	-	108
Total	<u>\$ 1,638</u>	<u>\$ 1,638</u>

## 9. Capital Assets

Capital asset activity for the year ended June 30, 2016 was as follows (in thousands):

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
<b>Governmental Activities:</b>				
Capital assets, being depreciated:				
Buildings and improvements	\$ 3,951	\$ 141	\$ -	\$ 4,092
Machinery, equipment, and furnishings	9,913	705	(113)	10,505
Infrastructure	10,712	4,769	-	15,481
Total capital assets, being depreciated	24,576	5,615	(113)	30,078
Less accumulated depreciation for:				
Buildings and improvements	(1,521)	(139)	-	(1,660)
Machinery, equipment, and furnishings	(8,331)	(400)	113	(8,618)
Infrastructure	(540)	(317)	-	(857)
Total accumulated depreciation	(10,392)	(856)	113	(11,135)
Total capital assets, being depreciated, net	14,184	4,759	-	18,943
Capital assets, not being depreciated:				
Land	7,901	145	-	8,046
Works of art	22	-	-	22
Construction in progress	-	597	-	597
Total capital assets, not being depreciated	7,923	742	-	8,665
Governmental activities capital assets, net	<u>\$ 22,107</u>	<u>\$ 5,501</u>	<u>\$ -</u>	<u>\$ 27,608</u>

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Business-Type Activities:</b>				
Capital assets, being depreciated:				
Buildings and improvements	\$ 1,552	\$ -	\$ -	\$ 1,552
Total capital assets, being depreciated	1,552	-	-	1,552
Less accumulated depreciation for:				
Buildings and improvements	(676)	(103)	-	(779)
Total accumulated depreciation	(676)	(103)	-	(779)
Total capital assets, being depreciated, net	876	(103)	-	773
Business-type activities capital assets, net	<u>\$ 876</u>	<u>\$ (103)</u>	<u>\$ -</u>	<u>\$ 773</u>

Depreciation expense was charged to functions of the Town as follows (in thousands):

<b>Governmental Activities:</b>	
General government	\$ 79
Public safety	159
Highway	475
Culture and recreation	<u>144</u>
Total depreciation expense - governmental activities	<u>\$ 857</u>
<b>Business-Type Activities:</b>	
Baboosic lake septic	<u>\$ 103</u>
Total depreciation expense - business-type activities	<u>\$ 103</u>

## 10. Deferred Outflows of Resources

Deferred outflows of resources represent the consumption of net assets by the Town that is applicable to future reporting periods. Deferred outflows of resources have a positive effect on net position, similar to assets.

The following is a summary of deferred outflow of resources balances as of June 30, 2016:

	<u>Entity-wide Basis</u>
	<u>Governmental</u>
	<u>Activities</u>
Pension related:	
Pension contributions subsequent to the measurement date	\$ 301,135

**11. Accounts Payable and Accrued Expenses**

Accounts payable and accrued expenses represent 2016 expenditures paid in fiscal 2017.

**12. Tax Refunds Payable**

This balance consists of an estimate of refunds due to property taxpayers for potential abatements. These cases are currently pending with the state Board of Tax and Land Appeals.

**13. Capital Lease Obligations**

The Town is the lessee of certain equipment under capital and operating leases expiring in various years through 2016. Future minimum lease payments under the capital and operating leases consisted of the following as of June 30, 2016:

<u>Year</u>	<u>Capital Leases</u>
2017	\$ 97,582
2018	97,583
2019	97,582
2020	70,139
2021	<u>30,479</u>
Total minimum lease payments	393,365
Less amounts representing interest	<u>(15,049)</u>
Present Value of Minimum Lease Payments	\$ <u>378,316</u>

**14. Long-Term Debt**

**A. Notes Payable**

The Town issues notes payable to provide funds for the acquisition and construction of major capital facilities. Notes payable have been issued for governmental and business-type activities. Notes payable currently outstanding are as follows:

	Serial Maturities Through	Interest Rate(s) %	Amount Outstanding as of 6/30/16
<u>Governmental Activities:</u>			
Spring Road	08/01/20	3.02%	\$ 250,000
Road Reconstruction	06/07/23	2.25%	1,400,000
Road Reconstruction	03/10/24	2.30%	1,600,000
Refunding	03/10/25	2.39%	2,753,999
LBS Loan	07/29/25	2.30%	2,000,000
Total Governmental Activities:			<u>\$ 8,003,999</u>

	Serial Maturities Through	Interest Rate(s) %	Amount Outstanding as of 6/30/16
<u>Business-Type Activities:</u>			
Baboosic Lake Septic - phase 2	09/30/22	4.20%	\$ 83,300
Baboosic Lake Septic	08/01/25	3.17%	113,800
Baboosic Lake Septic	04/01/26	2.91%	86,470
Total Business-Type Activities:			<u>\$ 283,570</u>

B. Future Debt Service

The annual payments to retire all general obligation long-term debt outstanding as of June 30, 2016 are as follows:

<u>Governmental</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	\$ 1,156,000	\$ 164,722	\$ 1,320,722
2018	1,156,000	206,210	1,362,210
2019	1,156,000	178,985	1,334,985
2020	1,156,000	151,788	1,307,788
2021	1,156,000	124,669	1,280,669
2022 - 2026	<u>2,223,999</u>	<u>249,850</u>	<u>2,473,849</u>
Total	<u>\$ 8,003,999</u>	<u>\$ 1,076,224</u>	<u>\$ 9,080,223</u>

<u>Business-Type</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	\$ 31,927	\$ 7,653	\$ 39,580
2018	31,927	6,704	38,631
2019	31,927	5,766	37,693
2020	31,927	4,825	36,752
2021	31,927	3,893	35,820
2022 - 2026	<u>123,935</u>	<u>7,593</u>	<u>131,528</u>
Total	<u>\$ 283,570</u>	<u>\$ 36,434</u>	<u>\$ 320,004</u>



### C. Changes in General Long-Term Liabilities

During the year ended June 30, 2016, the following changes occurred in long-term liabilities:

	Total Balance 7/1/15	Additions	Reductions	Total Balance 6/30/15	Less Current Portion	Equals Long-Term Portion 6/30/16
<u>Governmental Activities</u>						
Notes payable	\$ 6,908	\$ 2,000	\$ (904)	\$ 8,004	\$ (1,156)	\$ 6,848
Other:						
Capital lease	286	203	(111)	378	(91)	287
Compensated absences	256	6	-	262	(13)	249
Accrued other post- employment benefits	267	39	-	306	-	306
Net Pension Liability	3,454	-	(233)	3,221	-	3,221
Totals	<u>\$ 11,171</u>	<u>\$ 2,248</u>	<u>\$ (1,248)</u>	<u>\$ 12,171</u>	<u>\$ (1,260)</u>	<u>\$ 10,911</u>
<u>Business-Type Activities</u>						
Notes payable	\$ 342	\$ -	\$ (58)	\$ 284	\$ (32)	\$ 252
Totals	<u>\$ 342</u>	<u>\$ -</u>	<u>\$ (58)</u>	<u>\$ 284</u>	<u>\$ (32)</u>	<u>\$ 252</u>

### 15. Deferred Inflows of Resources

Deferred inflows of resources are the acquisition of net assets by the Town that are applicable to future reporting periods. Deferred inflows of resources have a negative effect on net position, similar to liabilities.

The following is a summary of deferred inflow of resources balances as of June 30, 2016:

	<u>Entity-wide Basis</u> Governmental <u>Activities</u>	<u>Fund Basis</u> <u>General Fund</u>
Unearned revenue	\$ 4,228,693	\$ 4,827,856
Taxes collected in advance	16,724,201	16,724,201
Pension related:		
Differences between expected and actual experience	70,670	-
Net difference between projected and actual earnings on pension plan investments	86,071	-
Changes in proportion and differences between contributions and proportionate share of pension contributions	400,472	-
	<u>\$ 21,510,107</u>	<u>\$ 21,552,057</u>

## 16. **Restricted Net Position**

The accompanying entity-wide financial statements report restricted net position when external constraints from grantors or contributors are placed on net position.

Permanent fund restricted net position is segregated between nonexpendable and expendable. The nonexpendable portion represents the original restricted principal contribution, and the expendable represents accumulated earnings which are available to be spent based on donor restrictions.

## 17. **Governmental Funds - Balances**

Fund balances are segregated to account for resources that are either not available for expenditure in the future or are legally set aside for a specific future use.

The following types of fund balances are reported at June 30, 2016:

**Nonspendable** - Represents amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. This fund balance classification includes nonmajor governmental fund reserves for the principal portion of permanent trust funds.

**Restricted** - Represents amounts that are restricted to specific purposes by constraints imposed by creditors, grantors, contributors, or laws or regulations of other governments, or constraints imposed by law through constitutional provisions or enabling legislation. This fund balance classification includes general fund encumbrances funded by bond issuances, various special revenue funds, and the income portion of permanent trust funds.

**Committed** - Represents amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Town's highest level of decision-making authority. This fund balance classification includes general fund encumbrances for non-lapsing, special article appropriations approved at Town Meeting, capital reserve funds set aside by Town Meeting vote for future capital acquisitions and improvements, and various special revenue funds.

**Assigned** - Represents amounts that are constrained by the Town's intent to use these resources for a specific purpose. This fund balance classification includes general fund encumbrances that have been established by various Town departments for the expenditure of current year budgetary financial resources upon vendor performance in the subsequent budgetary period.

**Unassigned** - Represents amounts that are available to be spent in future periods.



Following is a breakdown of the Town's fund balances at June 30, 2016:

	General Fund	Road Construction Fund	Nonmajor Governmental Funds	Total Governmental Funds
Nonspendable				
Nonexpendable permanent funds	\$ -	\$ -	\$ 1,541,244	\$ 1,541,244
Total Nonexpendable	-	-	1,541,244	1,541,244
Restricted				
Special revenue fund	-	-	999,922	999,922
Expendable permanent funds	-	-	617,561	617,561
Total Restricted	-	-	1,617,483	1,617,483
Committed				
Capital reserve funds	978,531	-	-	978,531
Total Committed	978,531	-	-	978,531
Assigned				
For encumbrances:				
General government	87,660	-	-	87,660
Public safety	4,000	-	-	4,000
Highway	118,142	-	-	118,142
Culture and recreation	13,157	-	-	13,157
Reserved for other purposes:				
Reserved for revaluation	19,833	-	-	19,833
Land use change tax fund	79,874	-	-	79,874
Total Assigned	322,666	-	-	322,666
Unassigned				
Capital project fund	-	(1,251,031)	-	(1,251,031)
Special revenue fund	-	-	(14)	(14)
Unassigned	5,218,994	-	-	5,218,994
Total Unassigned	5,218,994	(1,251,031)	(14)	3,967,949
Total Fund Balance	\$ 6,520,191	\$ (1,251,031)	\$ 3,158,713	\$ 8,427,873

## 18. General Fund Unassigned Fund Balance

The unassigned general fund balance reported on the balance sheet is stated in accordance with generally accepted accounting principles (GAAP), which differs in respect to how undesignated fund balance is reported in accordance with the budgetary basis for reporting for the State of New Hampshire for tax rate setting purposes. The major difference is the State of New Hampshire considers revenues in connection with property tax receivables to be available to liquidate liabilities when billed rather than received.

The following summarizes the specific differences between GAAP basis and budgetary basis of reporting the general fund unassigned fund balance:

GAAP basis balance	\$ 5,218,994
Tax refund estimate	153,165
Adjust deferred revenue	111,093
Other	<u>(2,270)</u>
Tax Rate Setting Balance	<u>\$ 5,480,982</u>

## 19. Subsequent Events

### Debt

Subsequent to June 30, 2016, the Town has incurred the following additional debt:

	<u>Amount</u>	<u>Interest Rate</u>	<u>Issue Date</u>	<u>Maturity Date</u>
Long-term note payable	\$ 2,000,000	2.30%	07/01/16	07/29/25
DPW capital lease	\$ 445,423	2.13%	10/24/16	01/24/22

## 20. Commitments and Contingencies

Outstanding Legal Issues - There are several pending legal issues in which the Town is involved. The Town's management is of the opinion that the potential future settlement of such claims would not materially affect its financial statements taken as a whole.

Grants - Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may be disallowed by the grantor cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

## 21. Post-Employment Healthcare and Life Insurance Benefits

### Other Post-Employment Benefits

GASB Statement 45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*, requires governments to account for other post-employment benefits (OPEB), primarily healthcare, on an accrual basis rather than on a pay-as-you-go basis. The effect is the recognition of an actuarially required contribution as an expense on the Statement of Activities when a future retiree earns their post-employment benefits, rather

than when they use their post-employment benefit. To the extent that an entity does not fund their actuarially required contribution, a post-employment benefit liability is recognized on the Statement of Net Position over time.

#### A. Plan Description

In addition to providing the pension benefits described, the Town provides post-employment healthcare and life insurance benefits for retired employees through the Town's plan. The benefits, benefit levels, employee contributions and employer contributions are governed by RSA 100-A:50. As of June 30, 2016, the actuarial valuation date, approximately 3 retirees and 64 active employees meet the eligibility requirements. The plan does not issue a separate financial report.

#### B. Benefits Provided

The Town provides dental, medical, and pharmacy benefits to eligible retirees. All active employees who retire from the Town and meet the eligibility criteria will receive these benefits.

#### C. Funding Policy

Retirees contribute 100% of the cost of the health plan, as determined by the Town.

#### D. Annual OPEB Costs and Net OPEB Obligation

The Town's fiscal 2016 annual OPEB expense is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost per year and amortize the unfunded actuarial liability over a period of thirty years. The following table shows the components of the Town's annual OPEB cost for the year ending June 30, 2016, the amount actually contributed to the plan, and the change in the Town's net OPEB obligation based on an actuarial valuation as of July 1, 2015.

Annual Required Contribution (ARC)	\$ 87,235
Interest on net OPEB obligation	10,681
Adjustment to ARC	<u>(10,612)</u>
Annual OPEB cost	87,304
Contributions made	<u>(47,968)</u>
Increase in net OPEB obligation	39,336
Net OPEB obligation - beginning of year	<u>267,031</u>
Net OPEB obligation - end of year	<u><u>\$ 306,367</u></u>

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

<u>Fiscal Year Ended</u>	<u>Annual OPEB Cost</u>	<u>Percentage of OPEB Cost Contributed</u>	<u>Net OPEB Obligation</u>
2016	\$ 87,304	55%	\$ 306,367
2015	\$ 109,905	69%	\$ 267,031
2014	\$ 109,894	64%	\$ 233,148
2013	\$ 109,882	59%	\$ 193,365

The Town's net OPEB obligation as of June 30, 2016 is recorded as a component of the "other long-term liabilities" line item.

#### E. Funded Status and Funding Progress

The funded status of the plan as of July 1, 2015, the date of the most recent actuarial valuation was as follows:

Actuarial accrued liability (AAL)	\$ 765,168
Actuarial value of plan assets	<u>-</u>
Unfunded actuarial accrued liability (UAAL)	<u>\$ 765,168</u>
Funded ratio (actuarial value of plan assets/AAL)	<u>0%</u>
Covered payroll (active plan members)	<u>\$ 3,737,219</u>
UAAL as a percentage of covered payroll	<u>20%</u>

Actuarial valuations of an ongoing plan involve estimates of the value of reported amount and assumptions about the probability of occurrence of events far into the future. Examples included assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The Schedule of OPEB Funding Progress, presented as required supplementary information following the Notes to the Financial Statements, presents multiyear trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

#### F. Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the plan as understood by the Town and the plan members and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the Town and plan members to that point. The actuarial methods and assumptions used include techniques



that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the July 1, 2015 actuarial valuation the projected unit credit cost method was used. The actuarial value of assets was not determined as the Town has not advance funded its obligation. The actuarial assumptions included a 4% investment rate of return and an initial annual healthcare cost trend rate of 9%, which decreases to a 5% long-term rate for all healthcare benefits after 9 years. The amortization costs for the initial UAAL is a level percentage of payroll for a period of 30 years, on an open group basis. This has been calculated assuming the amortization payment increases at a rate of 3%.

## **22. Retirement System**

The Town follows the provisions of GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*, with respect to the State of New Hampshire Retirement System (NHRS).

### **A. Plan Description**

Full-time employees participate in the New Hampshire Retirement System (NHRS), a cost sharing, multiple-employer defined benefit contributory pension plan and trust established in 1967 by RSA 100-A:2 and qualified as a tax-exempt organization under Sections 401(a) and 501(a) of the Internal Revenue Code. The plan is a contributory, defined benefit plan providing service, disability, death, and vested retirement benefits to members and their beneficiaries. Substantially all full-time state employees, public school teachers and administrators, permanent firefighters, and permanent police officers within the State of New Hampshire are eligible and required to participate in the system. Full-time employees of political subdivisions, including counties, municipalities, and school districts, are also eligible to participate as a group if the governing body of the political subdivision has elected participation.

The New Hampshire Retirement System, a Public Employees Retirement System (PERS), is divided into two membership groups. State or local employees and teachers belong to *Group I*. Police officers and firefighters belong to *Group II*. All assets are held in a single trust and are available to each group. Additional information is disclosed in the NHRS annual report publicly available from the New Hampshire Retirement System located at 54 Regional Drive, Concord, New Hampshire 03301-8507.

### **B. Benefits Provided**

Group I members at age 60 or 65 (for members who commence service after July 1, 2011) qualify for a normal service retirement allowance based

on years of creditable service and average final salary for the highest of either three or five years, depending on when their service commenced. The yearly pension amount is  $\frac{1}{60}$  or 1.667% of average final compensation (AFC), multiplied by years of creditable service. At age 65, the yearly pension amount is recalculated at  $\frac{1}{66}$  or 1.515% of AFC multiplied by years of creditable service.

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

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

#### C. Contributions

Plan members are required to contribute a percentage of their gross earnings to the pension plan, which the contribution rates are 7% for employees and teachers 11.55% for police and 11.80% for fire. The Town makes annual contributions to the pension plan equal to the amount required by Revised Statutes Annotated 100-A:16, and range from 11.17% to 29.16% of covered compensation. The Town's contribution to NHRS for the year ended June 30, 2016 was \$301,135.

#### D. Summary of Significant Accounting Policies

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the NHRS and additions to/deductions from NHRS' fiduciary net position have been determined on the same basis as they are reported by NHRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

E. Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2016, the Town reported a liability of \$3,220,451 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2016, the Town's proportion was .00813 percent.

For the year ended June 30, 2016, the Town recognized pension expense of \$185,708. In addition, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ 70,670
Net difference between projected and actual earnings on pension plan investments	-	86,071
Changes in proportion and differences between contributions and proportionate share of contributions	-	400,472
Contributions subsequent to the measurement date	301,135	-
Total	\$ 301,135	\$ 557,213

Deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2016. Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:

2017	\$ 146,480
2018	(154,655)
2019	(154,655)
2020	(53,727)
2021	(39,521)
Total	\$ (256,078)



## F. Actuarial Assumptions

The total pension liability in the June 30, 2015 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

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

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

The actuarial assumptions used in the June 30, 2015 valuation were based on the results of the most recent actuarial experience study, which was for the period July 1, 2005 – June 30, 2010.

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

<u>Asset Class</u>	<u>Target Allocation Percentage</u>	<u>Weighted Average Average Long- Term Expected Real Rate of Return</u>
Large Cap Equities	22.50 %	3.25%
Small/Mid Cap Equities	7.50	3.25%
Total domestic equities	30.00	
Int'l Equities (unhedged)	13.00	4.25%
Emerging Int'l Equities	7.00	6.50%
Total international equities	20.00	
Core Bonds	4.50	-0.70%
Short Duration	2.50	-1.00%
Global Multi-Sector Fixed Income	11.00	0.28%
Unconstrained Fixed Income	7.00	0.16%
Total fixed income	25.00	
Private equity	5.00	5.50%
Private debt	5.00	4.50%
Real estate	10.00	3.50%
Opportunistic	5.00	2.75%
Total alternative investments	25.00	
Total	100.00 %	



**G. Discount Rate**

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

**H. Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate**

The following presents the Town's proportionate share of the net pension liability calculated using the discount rate of 7.75 percent, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (6.75%) or 1 percentage-point higher (8.75%) than the current rate:

<u>Fiscal Year Ended</u>	<u>1% Decrease (6.75%)</u>	<u>Current Discount Rate (7.75%)</u>	<u>1% Increase (8.75%)</u>
June 30, 2016	\$ 4,239,305	\$ 3,220,451	\$ 2,351,872

**I. Pension Plan Fiduciary Net Position**

Detailed information about the pension plan's fiduciary net position is available in the separately issued NHRS financial report.

**23. Risk Management**

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance. There were no significant reductions in insurance coverage from the previous year and have been no material settlements in excess of coverage in any of the past three years.

## **24. Implementation of New GASB Standard**

The Governmental Accounting Standards Board (GASB) has issued Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other than Pensions, replacing requirements of Statements No. 45 and 57, effective for the Town beginning with its year ending June 30, 2018. This Statement establishes standards for recognizing and measuring liabilities, deferred outflows of resources, deferred inflows of resources, and expense/expenditures. In addition, this Statement details the recognition and disclosure requirements for employers with payables to defined benefit OPEB plans that are administered through trusts that meet the specific criteria and for employers whose employees are provided with defined contribution OPEB. Management's current assessment is that this pronouncement will have an impact by increasing net OPEB liability, and as a result, decreasing the unrestricted net position on the government-wide financial statements.

**TOWN OF AMHERST, NEW HAMPSHIRE  
SCHEDULE OF OPEB FUNDING PROGRESS  
REQUIRED SUPPLEMENTARY INFORMATION  
JUNE 30, 2016  
(Unaudited)**

**Other Post-Employment Benefits**

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) - Entry Age (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percent- age of Covered Payroll [(b-a)/c]
07/01/15	\$ -	\$ 765,168	\$ 765,168	0.0%	\$ 3,737,219	20.5%
07/01/12	\$ -	\$ 1,212,589	\$ 1,212,589	0.0%	\$ 3,192,264	38.0%
07/01/09	\$ -	\$ 1,255,353	\$ 1,255,353	0.0%	\$ 3,265,756	38.4%

See Independent Auditors' Report.

TOWN OF AMHERST, NEW HAMPSHIRE  
SCHEDULE OF PROPORTIONATE SHARE  
OF THE NET PENSION LIABILITY  
REQUIRED SUPPLEMENTARY INFORMATION  
JUNE 30, 2016  
(Unaudited)

New Hampshire Retirement System					
<u>Fiscal Year</u>	<u>Proportion of the Net Pension Liability</u>	<u>Proportionate Share of the Net Pension Liability</u>	<u>Covered Payroll</u>	<u>Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll</u>	<u>Plan Fiduciary Net Position Percentage of the Total Pension Liability</u>
June 30, 2016	0.081%	\$3,220,451	\$ 1,324,835	243%	65.50%
June 30, 2015	0.092%	\$3,454,042	\$ 1,266,132	273%	66.30%

*Schedules are intended to show information for 10 years. Additional years will be displayed as they become available.*

See Independent Auditors' Report.

**TOWN OF AMHERST, NEW HAMPSHIRE**

**SCHEDULE OF PENSION CONTRIBUTIONS  
REQUIRED SUPPLEMENTARY INFORMATION**

**JUNE 30, 2016  
(Unaudited)**

New Hampshire Retirement System					
<u>Fiscal Year</u>	<u>Contractually Required Contribution</u>	<u>Contributions in Relation to the Contractually Required Contribution</u>	<u>Contribution Deficiency (Excess)</u>	<u>Covered Payroll</u>	<u>Contributions as a Percentage of Covered Payroll</u>
June 30, 2016	\$ 301,135	\$ 301,135	\$ 602,270	\$ 1,324,835	23%
June 30, 2015	\$ 272,727	\$ 272,727	\$ 545,454	\$ 1,266,132	22%

*Schedules are intended to show information for 10 years. Additional years will be displayed as they become available*

See Independent Auditors' Report.