

TOWN OF BETHLEHEM  
NEW HAMPSHIRE

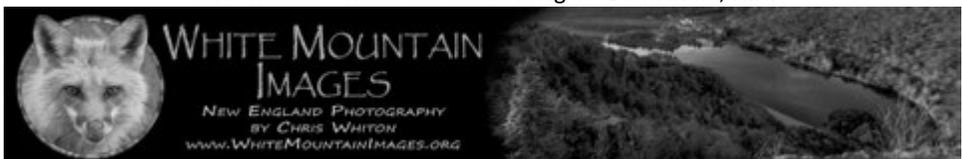


**2017**  
ANNUAL REPORT

This year's annual report is dedicated to Cheryl Jensen and Sandy Laleme. The energy and devotion they put into helping to defeat Northern Pass - and protect the town's environment and economy - soared above normal volunteer efforts. More than two years were spent writing legal briefs, motions and providing testimony. Their efforts included working with a wetlands' scientist hired by the Conservation Commission and consulting businesses, including the developer of a Hilton Hotel. There were also many days in Concord, listening to or providing testimony before the state's Site Evaluation Committee, which finally rejected the project on a 7-0 vote. They have earned the eternal gratitude of the Select Board and Town of Bethlehem.

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# TOWN OFFICERS

## BOARD OF SELECTMEN

Mary Moritz (Chair)	(2018)
Martin Glavac	(2019)
Richard Ubaldo	(2019)
Gabriel Boisseau	(2020)
Linda Moore	(2020)

### ADMINISTRATIVE ASSISTANT

April Hibberd

### CLERICAL ASSISTANT

Nicole McGrath

### TOWN CLERK

Mary Jackson (2019)

### DEPUTY TOWN CLERK

Susan McClain

### TAX COLLECTOR

Mary Jackson (2019)

### DEPUTY TAX COLLECTOR

Susan McClain

### MODERATOR

Mary Lou Krambeer (2018)

### POLICE CHIEF

Michael Ho-Sing-Loy

### TREASURER

Elizabeth Staples (2019)

### DEPUTY TREASURER

Frank Claffey

### ROAD AGENT

Brett Jackson (2018)

### OVERSEER OF WELFARE

April Hibberd

### RECREATION DIRECTOR

Timothy Fleury

### FIRE CHIEF/FOREST FIRE WARDEN

Jack Anderson

### ASSISTANT CHIEF

Brian Charland

### 2<sup>ND</sup> ASSISTANT CHIEF

Laura Lucas

### TRUSTEES OF THE TRUST FUNDS

Jan Kotok	(2018)
Neil Stafford	(2019)
Alan Jackson	(2020)

### SUPERVISORS OF THE CHECKLIST

Christopher Brooks	(2018)
Andrea Bryant	(2018)
Sally Syren	(2018)

### LIBRARIAN

Laura Clerkin

### LIBRARY TRUSTEES

Nora Clark	(2018)	Deborah McKenzie	(2018)
Sara Plumley	(2018)	Michael Culver	(2019)
Lisa Ffrench	(2019)	Sally Syren	(2019)
Judy Warden	(2019)	Leonard Grubs	(2020)
Doug Harman	(2020)		

**CEMETERY COMMITTEE**

Richard Robie Jr. (2018)  
Paul Hudson (2019)  
Clare Brown (2020)

**REVOLVING LOAN COMMITTEE**

Carol Boucher  
Ronney Lyster

**CONSERVATION COMMISSION**

Cheryl Jensen, Co-Chair (4/18) Linda Moore, Co-Chair (4/18)  
Nicole McGrath (4/19) Jeanne Robillard (4/19)  
Margaret Gale (4/20) Lindsay Webb (4/20)

Marilyn Johnson, Alternate (4/19)  
Carl Bretton, Alternate (4/19)

**BRETZFELDER PARK COMMITTEE**

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

**PLANNING / ZONING BOARD ASSISTANT**

Debra Bayley

**PLANNING BOARD**

Neil Brody (2018)  
Marie Stevenson (2018)  
Johnathan Stevenson (2019)  
David Wiley (2019)  
Donald Lavoie, Alternate (2019)  
Mike Bruno, Chair (2020)  
David Rodrigues (2020)

**ZONING BOARD**

Amy Delventhal (2018)  
Alan Jackson (2018)  
Patrick Doughty, Chair (2019)  
Michael Culver (2019)  
Kimberly Johnson (2020)  
Ruth Heintz, Alternate  
Christina Ferraro, Alternate

**TOWN OF BETHLEHEM  
NEW HAMPSHIRE  
2017 DELIBERATIVE SESSION**

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

You are hereby notified that the first session (deliberative) of the annual meeting of the Town of Bethlehem will be held at the Bethlehem Town Building Meeting Room located at 2155 Main Street in said Bethlehem on February 6, 2017 at 6:00 P.M. Warrant articles may be amended at this session per RSA 40:13, IV a. with the exception of Warrant Articles whose wording is prescribed by law and cannot be amended per RSA 40:13a. Warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion as amended.

You are hereby notified that a second session of the annual meeting of the Town of Bethlehem will be held at the Bethlehem Town Building Room on Tuesday March 14, 2017 at 8:00 A.M. for the choice of town officers elected by official ballot, to vote on the questions required by law to be inserted on the official ballot, and to vote on all warrant articles from the first session on official ballot per RSA 40:13 VII. The polls for the election of town officers and other action required to be inserted on said ballot will open on said date at 8:00 A.M. in the forenoon and will not close until 7:00 P.M. in the evening.

**Moderator MaryLou Krambeer opened the meeting at 6:11 p.m. with the Pledge of Allegiance. This was followed by an introduction of Town Officials, Employees and volunteers. A special thank you was given to Brett Jackson, Road Agent and his crew for setting up the meeting room. The Moderator then highlighted the rules for the meeting and began reading the Articles.**

**Article 1:** To choose all necessary Town Officers for the ensuing year and to bring in your votes for Executive Councilor. (Ballot Vote)

**Moderator: This is not open for Discussion.**

**Selectmen (2) 3- Year Term**

Gerald Blanchard	334
Gabriel Boisseau	438
Sandy Laleme	342
Linda Moore	465

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

Christopher McGrath	343
Mary Moritz	499

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

Michael Bruno	625
David Rodrigues	459

**Planning Board (1) 1- Year Term**

Neil Brody 64

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

Kimberly Johnson 565

**Supervisor of the Checklist (1) 1- Year Term**

Clifton Crosby 292

Christopher Brooks 428

**Supervisor of the Checklist (1) 2- Year Term**

Sally Syren 36

**Supervisor of the Checklist (1) 3- Year Term**

Debbie Bayley 3

John Miller 3

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

Alan Jackson 689

**Cemetery Trustee (1) 3- Year Term**

Clare Brown 733

**Library Trustee (1) 2- Year Term**

Judy Warden 92

**Library Trustee (3) 3- Year Term**

Leonard Grubbs 516

Douglas Harman 536

**Article 2:** Are you in favor of the adoption of Amendment No. 1 as proposed by the Bethlehem Board of Selectmen, to amend the Town Zoning Ordinances to enlarge District V (the “Landfill District”)? A copy of the proposed amendment is available in the Select Board’s office and on the Bethlehem Website.

The enlarged District shall include the area of Tax Map 419 Lot #24 lying generally south of the extension of Muchmore Road and described with particularity by metes and bounds in the Host Community Agreement between the Town and North Country Environmental Services, Inc., on file in the offices of the Town Clerk and the Select Board. *(The Bethlehem Planning Board does not recommend this Article)(The Bethlehem Select Board recommends this Article)*

Yes 407 No 526

**Article 3:** Are you in favor of the adoption of Amendment No. 2 as proposed by the Bethlehem Board of Selectmen, to amend Article V Zoning Districts and Uses, District III of the Town Zoning Ordinances to rezone Tax Map 207, Lot 27 to the District III zone by

adding the Map and Lot # as set out below [additional language being proposed is highlighted in bold type]:

This district shall include all of the area of said Town of Bethlehem, lying within the boundaries of Map 405, Lot #54; Map 406 Lots #1, #2, #16, #17, #18, #20.1 through #20.4, #21.1 through #21.6 #22.1 through 22.18, #23, #24, #25, #34; Map 416, Lot #1, #2, #3, #4, #5, and #7 as delineated on the Bethlehem Tax Maps as of April 01,1998, **and including Map 209, Lot 27 as delineated on the Bethlehem Tax Maps as of April 1, 2016.** (*The Planning Board recommends this Article*) (*The Board of Selectmen recommends this Article*)

**Moderator:** Articles’ 2 and 3 are not allowed to be amended. These articles have already had the public meeting in front of the Planning Board.

Yes      440      No      490

**Article 4:** To see if the Town will vote to approve the Host Community Agreement negotiated by the Select Board and North Country Environmental Services, Inc., a copy of which is available in the Select Board’s office and on the Bethlehem Website. (*The Board of Selectmen recommends this Article*)

**Moderator:** The Board of Selectmen will present this article.

Board of Selectmen Chairperson Martin Glavac explains that NCES (North country Environmental Services) came to the Town in Sept to extend the landfill land change use to allow light industrial use. The Board checked with Legal Counsel to see if the Board of Selectmen could proceed. Legal Counsel told them it is allowed. Chairman Glavac explained the sections of the agreement:

**Section 1:** Curb-side pickup remains the same for the life of the landfill.

**Section 2:** Use of landfill remains free for residents and the Town will have an option to lease the facilities after closure

**Section 3:** At ratification \$1.00 per ton of MSW and .50 per ton for ADC. At acceptance of MSW in stage VI - \$1.25 per ton for MSW.

**Section 3.2:** HCP adjusted annually per CPI not to exceed 3%

**Section 3.3:** NCES shall provide annual report of tonnage waste accepted for the year. Representative of Town can audit the report.

**Section 3.4:** Guarantee minimum amount per ton for taxes and host fee received is \$4.50

**Section 4:** Sand will be provided to the Road Agent for the life of the landfill or until NCES can no longer excavate sand from the Pit.

**Section 5:** Land will be set aside for light industry complex

**Section 5.2:** Parcel will be used by businesses whose uses are consistent with ordinance with preference given to businesses and facilities that are leed certified and use off grid sources of energy

**Section 5.3:** Will endeavor to develop complex. NCES is to pay \$15,000 for the first two years and \$100,000 for the last 3 years.

**Section 5.4.1:** If zoning change is approved NCES will convey the parcel to the Town or the authority for a fee of \$1.00 with restriction that the purpose solely be for purposes set forth in 5.2

**Section 5.4.1.1:** If the zoning change does not pass, the Town may attempt for two successive town meetings to obtain voter approval of the zoning change.

**Section 5.4.2:** NCES will have no obligation for development, clearing or construction of buildings, road, infrastructure, maintenance or repair of or on the complex.

**Section 6:** \$250,000 will go towards improvement of recreational fields or facilities

**Section 7:** District V expansion from 61 acres to 161 acres

**Section 8 -a:** NCES shall not expand the landfill or develop or operate any other landfill capacity within the Town's boundaries and outside of District V.

**Section 8-b:** The footprint of the landfill shall not exceed 70 acres in area

**Section 8-c:** NCES shall not acquire any real property within the Town's boundaries for the purpose of developing or operating on a landfill on such property

**Section 8-d:** NCES shall not seek or acquire any federal, state, or local permits to develop or operate a landfill within the Town's boundaries and outside of District V

**Section 8-e:** The final closed and capped elevation of the landfill shall not exceed 1,483 feet above the North American Vertical Datum of 1988

**Section 8-f:** NCES shall not expand the landfill into the three cross-hatched portions of its property

**Section 8-g:** After the Ratification and Approval vote and within thirty days of a written request from the Town NCES shall grant to the Town a conservation easement by deed in the form of Attachment 7 on approximately 66.3 acres of the NCES Property.

**Section 8-h:** NCES shall not use mechanically stabilized earthen berms

**Section 9:** The Select board will present this Agreement and the Zoning Amendment to the March 2017 Town meeting as warrant articles to see Ratification and Approval vote

**Section 10:** The Select board agrees to support publicly the approval of this Agreement and the Zoning amendment by the Town's voters.

**Section 11:** The Town will continue to use the BTLA methodology to determine the value of the parcels owned by NCES on which the landfill and landfill infrastructure are sited

**Section 12 - 16:** Legal parts of the agreement

**Moderator:** This will now be open for discussion. Article 4 is a negotiated contract by the Board of Selectmen who has the power to do so. Deliberative does not have the power to amend Article 4. Our opportunity as a town to accept or reject this Article will be done in March. Deliberative is a chance to talk and ask questions for support or not support. Persuade or question each other.

*A resident* asked why stages 6 & 7 are no where defined and when the money begins? *Chairman Glavac* responded by saying Stage 6 will be the first funds applied for through the DES approval process and the permit period is in about 3 years 2020. It is uncertain how long DES will take to approve the permits. Extra funds to begin in 2021. *Brenda Keith, Town Attorney*, Stage 6 to begin in 2019, and the footprint of whatever Stage 6 will be, and Stage 7 (will be the larger Stage which is 70 acres) is well defined on the plans, and

followed with an explanation of the current structure of received revenue through the BTLA formula which has been beneficial to the Town.

The 2012 contract does not include a document guarantee, is this guaranteed contract? The Town Attorney responded by saying it has not been asked for this time, section 15.6 has several mentions to the current agreement to preserve court orders that are in place. The mailing that went out refers to reviews of other agreements with other communities, what communities have been looked at? Answer: Rochester, Coventry, South Bridge MA and NY.

In opposition of the landfill expansion a resident stated an economy based on garbage should not define or Town. The location on the river could not be worse. The purchase of contaminated land will just be added to the land fill. Chair Selectman stated that the land must be cleaned up by the current owner before NCES completes the purchase.

Since there is no obligation for NCES to develop, who pays for infrastructure? Chairperson Glavac said that Town is under no obligation to bring in water. The Town will receive \$600,000 to hire a Marketer to find bio-mass industry.

What consultant looked at this agreement, and who paid for it? Chairperson Glavac stated that NCES pays for the legal fees for consultation to Boutin Law Office. A resident stated that NCES has not violated the agreement and Boutin Law is the Town Attorney, no matter who pays them.

A resident stated that the tax impact of one business may be keeping out other business. Glavac stated that the BOS has to look at revenue increases to lower taxes, not by cutting budgets. The BOS is bringing it the voter, that's all.

Another resident says she is strongly against the dump, why would we leave this to our children. This was answered by another resident saying this town is building children's future on the dump. The tax increase would mean kids can't afford to live here. Another resident stated that every business cannot be run out of town. The revenue stream is going away, that lowers our taxes.

A resident closed the topic by saying that she knows people of both sides, trash will go somewhere. Illegal dumping will occur. Survey local business to enhance local business; It's not just about the trash. NCES is trying to make this good for us too. ***Motion was made to restrict reconsideration of Article 4, motion was seconded, no discussion; all in favor; none opposed.***

Yes	406	No	488
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**Article 5: Operating and Default Budget:** Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$2,877,979 (Two Million Eight Hundred Seventy Seven Thousand Nine Hundred Seventy Nine Dollars). Should this article be defeated, the default budget shall be \$2,818,209 (Two Million Eight Hundred Eighteen Thousand Two Hundred Nine Dollars), which is the same as last year, with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X an

XVI, to take up the issue of a revised operating budget only. *(The Board of Selectmen recommends this Article)*

Chairperson Glavac reviewed the proposed budget and default, should this article fail. Legal Fees: Selectperson Sandy said there is \$15,000 here because the Northern Pass will have 192 miles through Bethlehem with a transition station across for Baker Brook. The towers are 105 feet tall and will impact 15,000 feet of wetlands. Interveners have been hired by other Towns; it's the only way to submit comments. We chose to join and pay 1/8 of the legal fees. Sandy has testified once and will be called to do so again. One resident opposes the \$15,000 and feels it's a waste. The Northern pass cannot be stopped. Sandy and Cheryl Jensen have spent much of their own time and money. A resident has spent 35 years traveling through the state for work and seeing the beauty. The towers are taking that away, this is money well spent. Chair Glavac thanks Sandy and Cheryl for all their work. Debt Service, TAN (tax anticipation note) A resident commented that the TAN is at a zero balance due to the hard work of Frank Claffey, our Treasurer. He is paid very little for all he does. No town can get an accountant for this little of money.

***Motion to approve the budget as presented was made by Wendy Whitton and seconded by Chair Glavac. No discussion, all in favor with one opposed of accepting the budget as written. Chair Glavac motioned to restrict reconsideration, seconded by Carol Hammarberg, all in favor, none opposed.***

Yes      598      No      245

**Article 6:** To see if the Town will vote to adopt the provisions of RSA 41:14-a, to authorize the selectman to acquire or sell land, buildings, or both; provided, however, they shall first submit any such proposed acquisition or sale to the planning board and to the conservation commission for review and recommendation by those bodies. After the selectmen receive the recommendation of the planning board and the conservation commission, they shall hold 2 public hearings at least 10 but not more than 14 days apart on the proposed acquisition or sale. RSA 41:14-a also provides that upon the written petition of 50 registered voters presented to the selectmen, prior to the selectmen's vote, the proposed acquisition or sale shall be inserted as an article in the warrant for the next town meeting. The selectmen's vote shall take place no sooner than 7 days nor later than 14 days after the second public hearing is held. The provisions of RSA 41:14-a shall not apply to the sale of and the selectmen shall have no authority to sell: (a) Town-owned conservation land which is managed and controlled by the conservation commission under the provisions of RSA 36-A;(b) Any part of a town forest established under RSA 31:110 and managed under RSA 31:112; and (c) Any real estate that has been given, devised, or bequeathed to the town for charitable or community purposes except as provided in RSA 498:4-a or RSA 547:3-d. *(The Board of Selectmen recommends this Article)*

We need to adopt this article in case 3 & 4 passes.

Yes      634      No      196

**Article 7:** To see if the Town will vote to ratify the acceptance of the gift of land donated to the Town by the Lavigne Investment Trust, said land being Tax Map 413 Lot #49. *(The*

*Board of Selectmen recommends this Article)*

Dann made a motion to amend this article to add “if this becomes a burden on the tax payer, the land will be sold”. Moderator stated this cannot be amended, since it is ratification.

Yes      722      No      136

**Article 8:** Shall the Town adopt the provisions of RSA 31:95-c to restrict 20% of revenues from the Host Community Fees (HCF) paid to the Town by North Country Environmental Services, its successors or assignees, for the purpose of retaining a portion of the HCF to be used for future solid waste disposal needs of the Town and its residents at such time the landfill no longer has capacity or accepts Municipal Solid Waste at the landfill? Such revenues and expenditures shall be accounted for in a special revenue fund to be known as “Special Revenue Fund-Future Solid Waste Needs/Landfill Closure Fund” separate from the general fund. Any surplus in said fund shall not be deemed part of the general fund accumulated surplus and shall be expended only after a vote by the legislative body to appropriate a specific amount from said fund for a specific purpose related to the purpose of the fund or source of revenue. It is the intent of the Meeting to annually save 20% of the HCF to offset the loss of landfill revenue when the landfill closes to specifically provide for the Town’s solid waste collection, and/or disposal, and/or transportation to another facility. *(The Board of Selectmen recommends this Article)*

Chair Glavac explained that if Articles 2,3 &4 pass, this will establish a special revenue fund to operate NCES on Trudeau Rd after the landfill closes.

**Cheryl Jensen made the motion to amend the Article to delete the words “landfill closure fund”, and add “The establishment of this fund is contingent on the passage of Article 4” seconded by Chair Glavac. All in favor, none opposed.**

**The Article is amended to read:**

**Shall the Town adopt the provisions of RSA 31:95-c to restrict 20% of revenues from the Host Community Fees (HCF) paid to the Town by North Country Environmental Services, its successors or assignees, for the purpose of retaining a portion of the HCF to be used for future solid waste disposal needs of the Town and its residents at such time the landfill no longer has capacity or accepts Municipal Solid Waste at the landfill? Such revenues and expenditures shall be accounted for in a special revenue fund to be known as “Special Revenue Fund-Future Solid Waste Needs” separate from the general fund. Any surplus in said fund shall not be deemed part of the general fund accumulated surplus and shall be expended only after a vote by the legislative body to appropriate a specific amount from said fund for a specific purpose related to the purpose of the fund or source of revenue. It is the intent of the Meeting to annually save 20% of the HCF to offset the loss of landfill revenue when the landfill closes to specifically provide for the Town’s solid waste collection, and/or disposal, and/or transportation to another facility. The establishment of this fund is contingent on the passage of Article 4.**

Yes      512      No      329

**Article 9:** To see if the Town will vote to accept a grant in the amount of \$23,233.00 (Twenty Three Thousand Two Hundred Thirty Three Dollars) from USDA Rural Development and apply it towards principal and/or interest of the loan for the Ambulance in 2016. *(The Board of Selectmen recommends this Article)*

Chief Anderson explained that the reason the grant is less is because he was able to negotiate a better price for the purchase of the ambulance. The grant was reduced in accordance with the lesser price.

Yes 777 No 74

**Article 10:** To see if the Town will vote to raise and appropriate the sum of \$29,231 (Twenty Nine Thousand Two Hundred Thirty One Dollars) for the purpose of purchasing a Defibrillator. *(The Board of Selectmen recommends this Article)*

Yes 664 No 187

**Article 11:** To see if the Town will vote to raise and appropriate \$28,562.00 (Twenty Eight Thousand Five Hundred Sixty Two Dollars) to purchase a new filter system for the pool and have it installed. *(The Board of Selectmen recommends this Article)*

The Recreation Director was asked what happens if this article fails. Richard explained that if the pool filter fails, the pool will be closed.

Yes 637 No 220

**Article 12:** To see if the Town will vote to raise and appropriate the sum of \$35,125 (Thirty Five Thousand One Hundred Twenty Five Dollars) for the purpose of Mapping and GIS Development which includes NH T2 parcel data update, Spatial recompilation and GPS field data collection. *(The Board of Selectmen recommends this Article)*

Selectperson Laleme explained that this is in order to make Bethlehem assessable. It's time we do this in a move forward to prosper.

Yes 422 No 402

**Article 13 – Article 20 Consent Agenda style**  
***Jeanne Robillard move that the governing body approve to not make comment or amendments***  
***All in favor of this motion, one opposed***

**Article 13:** To see if the Town will vote to raise and appropriate the sum of \$140,000 (One Hundred Forty Thousand Dollars) to be added to the Highway Truck Capital Reserve fund previously established. *(The Board of Selectmen recommends this Article)*

Yes 556 No 284

**Article 14:** To see if the Town will vote to raise and appropriate the sum of \$23,000

(Twenty Three Thousand Dollars) to be added to the Police Cruiser Capital Reserve Fund previously established. *(The Board of Selectmen recommends this Article)*

Yes 469 No 375

**Article 15:** To see if the Town will vote to raise and appropriate the sum of \$3,000 (Three Thousand Dollars) to be added to the Police Equipment Capital Reserve Fund previously established. *(The Board of Selectmen recommends this Article)*

Yes 569 No 277

**Article 16:** To see if the Town will vote to raise and appropriate the sum of \$10,000 (Five Thousand Dollars) to be added to the Fire Department Emergency Safety Equipment Capital Reserve Fund previously established. *(The Board of Selectmen recommends this Article)*

Yes 640 No 216

**Article 17:** To see if the Town will vote to raise and appropriate the sum of \$20,000 (Twenty Thousand Dollars) to added to the Fire Truck Capital Reserve Fund previously established. *(The Board of Selectmen recommends this Article)*

Yes 582 No 267

**Article 18:** To see if the Town will vote to raise and appropriate the sum of \$10,000 (Ten Thousand Dollars) to be added to the Ambulance Capital Reserve Fund previously established. *(The Board of Selectmen recommends this Article)*

Yes 598 No 247

**Article 19:** To see if the Town will vote to raise and appropriate the sum of \$15,000 (Fifteen Thousand Dollars) to be added to the Assessing Capital Reserve Fund previously established. *(The Board of Selectmen recommends this Article)*

Yes 465 No 360

**Article 20:** To see if the Town will vote to raise and appropriate the sum of \$8,000 (Eight Thousand Dollars) to be added to the Tech/Computer Capital Reserve Fund previously established. *(The Board of Selectmen recommends this Article)*

***Andrea Bryant made the motion to restrict reconsideration for Articles 5-20, seconded. All in favor none opposed.***

Yes 516 No 321

**Article 21:** To see if the Town will vote to raise and appropriate the sum of up to \$75,000 (Seventy Five Thousand) to be added to the Solid Waste Disposal Capital reserve Fund previously established. *(The Board of Selectmen do not recommend this Article)*

Selectperson Laleme explained with the thought of the landfill closes in 2021; we need a plan for solid waste disposal for the Town if the host community agreement fails. This is looking ahead so that all of the money does not have to be raised at one time.

Yes 409 No 452

**Article 22:** To see if the Town will vote to discontinue the library Computer, Technology and Related Equipment Non Capital Reserve Fund (in accordance with RSA 35:1-c) created in 2010. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the municipality’s general fund. (*The Board of Selectmen recommends this Article*)

Yes 526 No 311

**Article 23:** To see if the Town will vote to raise and appropriate the sum of \$7,500 for the purpose of providing live musical entertainment, free, to the public, to be held at the Bethlehem Gazebo in 2017. (*The Board of Selectmen does not recommend this Article*)

Yes 592 No 270

**Article 24:** To see if the Town will vote to appropriate the sum of five thousand dollars (\$5,500) to Grafton County Senior Citizens Council, Inc. through the Littleton Area Senior Center and the ServiceLink Resource Center for services for Bethlehem residents in 2017. These services include congregate meals, home delivered meals, transportation, outreach support, ServiceLink Support, and more. In FY2016, the Littleton Area Senior Center provided services for 152 Bethlehem residents, and ServiceLink provided services for 60 residents. The cost of providing these services was \$88,230.09 (*The Board of Selectmen does not recommend this Article*)

**Treasurer Claffey motioned to amend this article by adding \$500 to the written amount. Motion seconded, all in favor, none opposed. The article will read:**

**Article 24:** To see if the Town will vote to appropriate the sum of five thousand **five hundred** dollars (\$5,500) to Grafton County Senior Citizens Council, Inc. through the Littleton Area Senior Center and the ServiceLink Resource Center for services for Bethlehem residents in 2017. These services include congregate meals, home delivered meals, transportation, outreach support, ServiceLink Support, and more. In FY2016, the Littleton Area Senior Center provided services for 152 Bethlehem residents, and ServiceLink provided services for 60 residents. The cost of providing these services was \$88,230.09 (*The Board of Selectmen does not recommend this Article*)

Yes 534 No 224

**Article 25:** To see if the Town will vote to raise and appropriate the sum of Five Thousand Eight Hundred dollars (\$5,800) for Ammonoosuc Community Health Services, Inc. (ACHS). ACHS is a non-profit community health center that provides primary preventative health care to anyone, regardless of their ability to pay. This will help ACHS continue to provide high quality care to 939 current BETHLEHEM patients, as well as reach more of

those in need. *(The Board of Selectmen does not recommend this Article)*

Yes 500 No 259

**Article 26:** To raise and appropriate the sum of \$7,200.00 for Tri-County Community Action Grafton County for the purpose of continuing services of the Fuel Assistance Program for the residents of Bethlehem. *(The Board of Selectmen does not recommend this Article)*

Yes 455 No 300

**Article 27:** To see if the Town will vote to raise and appropriate the sum of \$3,121.20 as the town's contribution to the White Mountain Mental Health and Common Ground, programs of Northern Human Services, serving the mental health and developmental service needs of Bethlehem residents. *(The Board of Selectmen does not recommend this Article)*

**Treasurer Claffey made the motion to reduce the appropriation by .20 cents. Motion seconded by Peter Roy, all in favor, none opposed. The article will be placed on the ballot as follows:**

**Article 27:** To see if the Town will vote to raise and appropriate the sum of \$3,121.00 as the town's contribution to the White Mountain Mental Health and Common Ground, programs of Northern Human Services, serving the mental health and developmental service needs of Bethlehem residents. *(The Board of Selectmen does not recommend this Article)*

Yes 432 No 323

**Article 28:** To see if the Town will vote to raise and appropriate the sum of \$1,000 (one thousand dollars) to support the Boys & Girls Club of the North County in order to provide a healthy, safe, and productive after school and vacation camp environment for children from Bethlehem and the local community. *(The Board of Selectmen does not recommend this Article)*

Julian Czarny came to the microphone and said that since May of 2011 he has been filming all of the Town meetings with no compensation. No one attended those meetings. We should allow people to have their piece; the next article could be yours. Let's not razz someone because we may not agree.

Yes 441 No 319

**Article 29:** To raise and appropriate the sum of \$500.00 for Northwoods Home Health & Hospice to be used to assist in the delivery of home health and hospice services to the residents of the Town of Bethlehem. *(The Board of Selectmen does not recommend this Article)*

Yes 504 No 257

**Article 30:** To see if the Town of Bethlehem will vote to raise and appropriate the sum of \$500 for the purpose of providing funding to the Tyler Blain House Homeless Shelter.  
*(The Board of Selectmen does not recommend this Article)*

Yes      435      No      322

Motion made to end the meeting, and seconded. All in favor. Meeting adjourned at 10:35 pm

Respectfully submitted,

Mary Jackson

Town Clerk

## SCHEDULE OF TOWN PROPERTY

### 2014 Tax Liens – Deeded 2017

		Lot Size	Assessment
407-016-003	L/O Cherry Valley Rd	1.90 AC	28,000
413-050-001	L/O Swazey Lane	5.08 AC	58,400
414-007	L/O Prospect Street	14.70 AC	7,900
415-135	L/O Beaver Pond Road	0.92 AC	17,300
420-014	L/O Beech Hill Road	0.06 AC	800
<b>Total Tax Deeded</b>			<b>\$ 112,400</b>

### Town Owned Land & Buildings

203-001	L/B Highway Garage	3.30 AC	\$ 656,300
203-034	L/O Pleasant Street	15.70 AC	43,200
204-043-002	L/B Town Water Supply	5.34 AC	1,012,100
205-122	L/B Visitor Center	1.48 AC	165,200
206-018	L/B Town Library	3.20 AC	804,600
206-029	L/O Elm Street	1.20 AC	30,200
206-029-001	L/O Elm Street	3.10 AC	32,500
206-035	L/B Town Hall	0.59 AC	760,300
413-049	L/O Swazey Lane (Gift)	0.18 AC	1,500
414-005	L/O Bethlehem Town Forest	24.00 AC	51,800
414-008	L/O Bethlehem Town Forest	38.00 AC	67,000
414-009	L/B Bethlehem Village District	38.90 AC	1,218,700
414-011	L/O Bethlehem Village District	0.14 AC	200
414-012	L/O Bethlehem Village District	3.22 AC	3,500
416-003	L/O Former Transfer Station	64.52 AC	86,300
<b>Total Owned</b>			<b>\$ 4,933,400</b>

### COUNTRY CLUB

203-001	L/B BCC Country Club	102.14 AC	\$ 617,600
203-017	L/O Prospect Street	33.00 AC	295,900
203-018	L/O Prospect Street	4.70 AC	99,400
203-019	L/O Prospect Street	1.00 AC	62,500
<b>Total Country Club</b>			<b>\$ 1,075,400</b>

### PARKS AND RECREATION

203-021	L/B Gazebo	1.94 AC	\$ 28,800
203-025	L/B Tennis Courts	1.20 AC	64,800
205-120	L/O Basket Ball Courts & Recreation Area on Agassiz	4.16 AC	120,400
206-027	L/O Elm Street Ball Field	7.80 AC	50,700
206-036	L/B Town Pool	1.50 AC	271,100
<b>Total Parks and Recreation</b>			<b>\$ 535,800</b>

### CEMETERIES

203-003	L/O Main Street "Cemetery"	1.20 AC	-
206-051	L/O Off Cemetery Street (Gift)	0.41 AC	-
206-056	L/O Maple Street (Gift)	2.60 AC	-

206-055	L/O Maple Street	0.67 AC	-
206-057	L/O Maple Street	6.50 AC	-
206-058	L/O Maple Street	0.76 AC	-
404-014	L/O Brook Road	2.90 AC	-
<b>Total Cemeteries</b>			<u>-</u>
<b>SCHOOLS</b>			
206-015	L/B BES	4.49 AC	\$ 1,443,400
402-025	L/B Profile	17.99 AC	5,389,800
402-021	L/O Profile	5.53 AC	30,600
<b>Total Schools</b>			<u>\$ 6,863,800</u>
<b>RAILROADS – STATE OF NH</b>			
209-026	L/O Trudeau Road	3.70 AC	\$ 4,000
209-058-001	L/O River Road	7.20 AC	7,800
405-058	L/O Whitefield Road	40.00 AC	70,800
406-034	L/O Pond View Road	15.00 AC	34,600
416-002	L/O Whitefield Road	2.50 AC	2,400
416-008	L/O Whitefield Road	6.40 AC	6,100
419-015	L/O Trudeau Road	9.90 AC	12,300
<b>Total Railroads</b>			<u>\$ 138,000</u>
<b>MISCELLANEOUS – STATE OF NH</b>			
204-113	L/O Edelweiss Drive	11.80 AC	\$ 43,000
209-065	L/O Main St	0.04 AC	400
209-066	L/O Main Street	0.75 AC	700
209-067	L/O Main St	0.67 AC	20,000
209-078	L/O River Road	3.90 AC	4,200
420-032	L/O Main Street	4.60 AC	31,500
422-005-001	L/B Trudeau Road	12.10 AC	316,900
<b>Total Misc. – State of NH</b>			<u>\$ 416,700</u>
<b>PROPERTIES DEEDED PROIR TO 2017</b>			
201-031	L/O Rocks Edge Road	0.52 AC	\$ 20,100
202-037	L/O Main Street	8.60 AC	27,600
203-030	L/O Pine Street	0.41 AC	20,700
206-063-001	L/O Maple Street	24.70 AC	51,300
403-020	L/O Caswell Heights	0.04 AC	-
406-021-003	L/O Whitefield Road	5.00 AC	20,900
413-041	L/O Mt. View Lane	2.20 AC	11,300
414-014	L/B Maple Street	0.96 AC	27,800
415-017-004	L/O River Road	2.85 AC	29,000
415-019	L/B River Road	0.96 AC	67,200
415-057	L/B River Road	3.50 AC	87,700
415-148	L/O Moose Trail	1.40 AC	16,500
419-050	L/O Main Street	4.50 AC	4,300
419-051	L/O Main Street	0.90 AC	900
<b>Total Land and Buildings</b>			<u>\$ 385,300</u>

**LOTS SOLD IN TAX SALES**

203-002	L/O Main Street	3.30 AC	35,800
<b>Total Assessed Value of Sold Lots</b>			<b>\$ 35,800</b>

**OWNERS UNKNOWN**

203-075	L/O Evergreen Lane	0.38 AC	\$ 20,300
205-048	L/O Doris Street	0.13 AC	1,500
207-020	L/O Other End Road	0.58 AC	2,100
209-079	L/O River Road	0.07 AC	100
209-080	L/O River Road	2.20 AC	28,300
417-006	L/O Whitefield Town Line	2.70 AC	2,900
<b>Total Unknown</b>			<b>\$ 55,200</b>

**TAX EXEMPT ORGANIZATIONS****RELIGIOUS**

203-051	All Souls Durrell Methodist Church	0.85 AC	\$ 33,500
203-052	United Methodist Church	0.35 AC	321,500
204-008	Congregation Lev Ahron	1.73 AC	94,300
204-049	Congregation Madhzikey Hadas	0.61 AC	57,000
204-073	Bethlehem Hebrew Congregation	0.44 AC	318,100
207-007	Our Lady of the Fairways	0.11 AC	-
402-027	Bread of Life United Pentecostal Church	1.87 AC	373,100
405-042	Assembly of God	2.50 AC	845,500
416-051	Bethlehem Christian Center	91.50 AC	185,350
<b>Total Religious</b>			<b>\$2,228,350</b>

**NON-PROFIT ORGANIZATIONS**

203-047-1-11	B/O WREN		\$ 142,300
203-047-002	L/B WREN	0.29 AC	85,300
205-016	L/B Colonial Theatre	0.50 AC	240,800
207-005	Friendship House	5.85 AC	311,500
403-012	Burch House	14.70 AC	298,700
412-016	L/O Copper Cannon Camp	39.10 AC	42,200
412-017	L/B Copper Cannon Camp	46.80 AC	338,000
412-017-99	B/O Copper Cannon Camp	-	754,300
412-018	L/O Copper Cannon Camp	24.10 AC	36,800
412-019	L/O Copper Cannon Camp	16.00 AC	32,400
<b>Total Non-Profit Organizations</b>			<b>\$ 2,282,300</b>

**FOREST**

204-043-001	L/O Strawberry Hill Reservation	53.50 AC	\$ 93,000
210-016	USA	109.00 AC	157,000
412-022-002	USA	210.36 AC	227,200
413-058	NH - Cushman	26.00 AC	28,100
422-003	USA-Gale River	50.38 AC	80,300
422-004	US Forest Service	342.00 AC	369,400
422-005	US Forest Service	31,112.90 AC	33,601,900
<b>Total Forest</b>			<b>\$ 34,556,900</b>

<b>FOR-PROFIT ORGANIZATIONS</b>	<b>ASSESSMENT</b>	<b>EXEMPTION</b>
White Mountain School	\$ <u>4,919,373</u>	\$ <u>3,415,677</u>
<b>Total For-Profit Organizations</b>	<b>\$ 4,919,373</b>	<b>\$ 3,415,677</b>

**PAYMENT IN LIEU OF TAXES**

		<b>Assessed Value</b>	<b>Payment</b>
NFI North, Inc.	1.90 AC	\$ 178,600	\$ 4,000
Bethlehem Senior Housing Associates	2.18 AC	704,300	6,113
SPNHF	1,326.50 AC	<u>729,040</u>	<u>8,000</u>
<b>Total</b>		<b>\$1,611,940</b>	<b>\$ 18,113</b>

## SUMMARY - INVENTORY OF VALUATION

Current Use Land	\$ 1,001,429	
Residential Land	45,809,400	
Commercial/Industrial Land	4,366,800	
<b>Total Taxable Land</b>		<b>\$ 51,177,629</b>
Residential Building	\$ 136,662,458	
Manufactured Housing	4,138,600	
Commercial/Industrial Building	33,489,834	
<b>Total Taxable Buildings</b>		<b>\$ 174,290,892</b>
Utilities		
Public Utilities		\$ 6,592,726
Other Utilities		160,800
<b>Valuation Before Exemptions</b>		<b>\$ 232,222,047</b>
Adjusted Elderly Exemptions	\$ 1,295,200	
School Exemption	150,000	
Wood Heating System Exemption	28,100	
<b>Total Exemptions Off Valuation</b>		<b>\$ (1,323,300)</b>
<b>Net Valuation On Which Tax Rate Is Computed</b>		<b>\$ 230,748,747</b>
Less the A list utilities		\$ (6,592,726)
<b>Net Valuation Without Utilities On Which Tax Rate For State Education Tax is Computed</b>		<b>\$ 224,156,021</b>
Other Credits and Exemptions		
Totally & Permanently Disabled Veterans		\$ 34,000
War Service Credits		\$ 61,500
Tax Exempt Land & Buildings		\$ 56,673,100

## TAX RATE ON \$1,000 VALUATION

Municipal .....	\$7.49
County .....	\$2.02
Schools .....	\$18.96
State .....	\$2.25
<b>Total .....</b>	<b>\$ 30.72</b>

Village District .....\$1.19

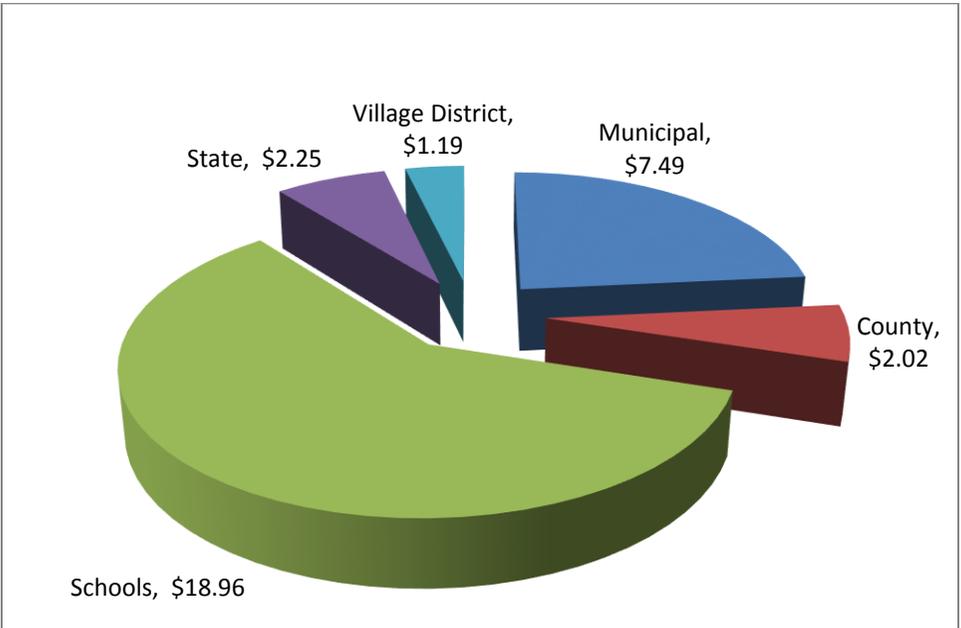
**TOTAL.....\$31.91**

**Net Assessed Valuation - .....\$230,748,747**

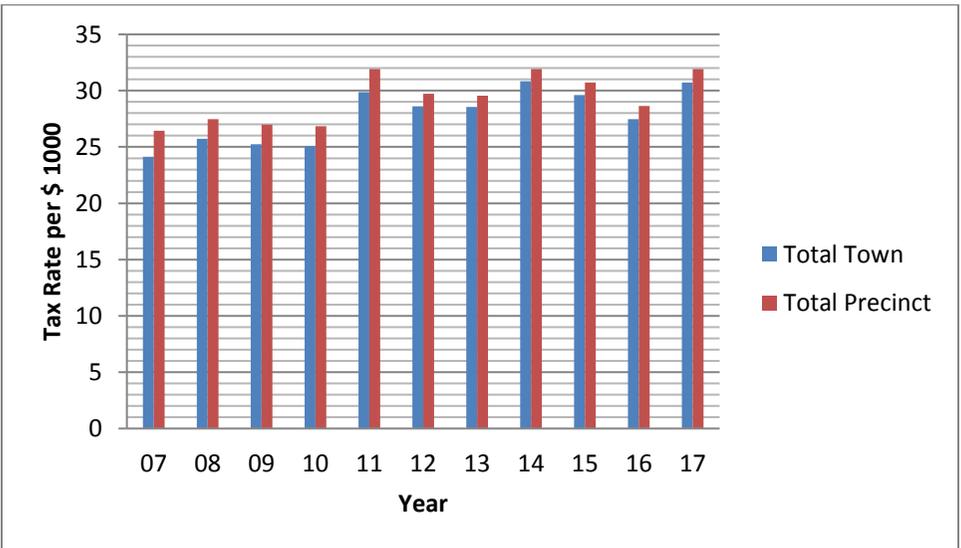
**Net Assessed Valuation - Village District .....\$72,680,530**

<u>Year</u>	<u>Municipal</u>	<u>Village</u>	<u>School</u>	<u>County</u>	<u>State</u>	<u>Total Town</u>	<u>Total Precinct</u>
1989	2.79	2.03	10.72	1.24		14.75	16.78
1990	3.41	2.48	13.91	1.12		18.44	20.92
1991	2.87	2.45	15.28	1.01		19.16	21.61
1992	4.19	2.23	16.87	1.12		22.18	24.41
1993	4.16	2.15	17.04	1.06		22.26	24.41
1994	4.98	2.47	18.13	1.15		24.26	26.73
1995	4.71	2.74	19.64	1.24		25.59	28.33
1996	3.27	2.69	20.85	1.12		25.24	27.93
1997	3.46	2.69	20.74	1.25		25.45	28.14
1998	6.78	1.41	27.22	1.56		35.56	36.97
1999	8.62	1.32	12.64	1.67	7.25	30.18	31.50
2000	12.98	1.16	15.53	1.78	7.30	37.59	38.75
2001	5.21	1.15	15.21	1.96	7.71	30.09	31.24
2002	5.80	1.84	17.23	1.86	6.41	31.30	33.14
2003	5.80	3.27	18.97	2.36	6.03	33.16	36.43
2004	3.60	2.10	12.58	1.28	2.84	20.30	22.40
2005	3.59	1.85	12.71	1.30	2.51	20.11	21.96
2006	3.86	2.33	13.28	1.22	2.34	20.70	23.03
2007	5.49	2.30	14.93	1.34	2.38	24.14	26.44
2008	6.66	1.73	15.27	1.51	2.30	25.74	27.47
2009	6.42	1.73	15.02	1.41	2.39	25.24	26.97
2010	7.79	1.78	13.56	1.34	2.37	25.06	26.84
2011	8.90	2.04	16.61	1.72	2.64	29.87	31.91
2012	8.74	1.11	15.44	1.65	2.78	28.61	29.72
2013	7.12	1.01	17.22	1.64	2.57	28.55	29.56
2014	7.12	1.09	19.33	1.88	2.50	30.83	31.92
2015	5.75	1.09	19.32	1.78	2.77	29.62	30.71
2016	5.48	1.17	17.82	1.77	2.39	27.46	28.63
2017	7.49	1.19	18.96	2.02	2.25	30.72	31.91

## 2017 TAX RATE BREAKDOWN



## TAX RATE HISTORY



## TREASURER'S REPORT

### Source of Funds

Audited Balance January 1, 2017		\$ 2,376,180.09
Miscellaneous Revenue	\$ 26,384.05	
Highway Block	200,717.82	
Payment in Lieu of Taxes	93,168.00	
Tax Collector	7,043,321.45	
Tax Collector NSF/Stop Payment	-3,843.81	
Repurchase	0.00	
Sale of Municipal Property	99,947.53	
Town Clerk	518,495.07	
Town Clerk – Processing Fee	46.50	
Town Clerk – NSF Bank Fee & Postage	183.50	
Police Detail	2,235.00	
Police Grant	3,371.84	
Meals and Room	131,651.76	
Host Revenue	254,975.74	
Pool Revenue	13,168.10	
Visitor Center Memberships	700.00	
Ambulance Revenue	55,356.25	
Reimbursement Grant	23,233.00	
Reimbursement-Exp.	13,517.58	
Reimbursement Expense – Legal	24,395.89	
Reimbursement – Beth. Country Club	150,571.54	
Reimbursement – Recreation Fund	34,219.74	
BRLF Revolving	3,000.00	
Escrow Reimbursement	1,208.79	
Trust Reimbursement	47,554.59	
Interest Earned	3,507.10	
<b>Total</b>		<b>\$ 8,741,087.03</b>

**\$ 11,117,267.12**

### Use of Funds

Payroll	\$ 758,800.04	
Payroll Taxes	206,142.24	
Accounts Payable Net	7,531,696.51	
Misc.	19.62	
Service	53.05	
WCM Access	240.00	
Wire Transfer Fees	0.00	
Return Deposit Items Fees	124.53	
Annual Payment Cemetery Loan	6,129.96	
Annual ADA (building) payment	54,753.04	
Annual Payment Restoration Loan	17,274.26	
Annual Payment Backhoe Lease	16,556.74	
Annual Payment Ambulance Loan	11,154.39	
<b>Total</b>		<b><u>\$ 8,596,689.89</u></b>
<b>Unaudited Fund Balance – December 2017</b>		<b>\$ 2,520,577.23</b>

**TREASURER'S REPORT**  
**Bethlehem Country Club**

**Source of Funds**

<b>Audited Balance Jan 1, 2017</b>		<b>\$ (20,020.00)</b>
Memberships	\$ 61,440.50	
Green Fees	72,265.00	
Golf Carts	58,188.08	
Innkeepers	5,556.00	
Discount Cards	0.00	
Discount Coupons	0.00	
RECP	0.00	
10 Ride	8,299.00	
Miscellaneous Revenue	1,221.73	
Pro Shop - Sku	13,897.67	
Tournaments	1,795.00	
Punch Board	0.00	
GHIN	295.00	
Corp	390.00	
Restaurant	23,118.17	
Function	800.00	
Snacks	2,647.55	
Liquor	15,231.60	
Restitution	34.19	
Interest	71.14	
<b>Total</b>		<b>\$ 265,250.63</b>

**Use of Funds**

Club House Expenses	\$ 58,862.22	
Course Expenses	144,353.90	
Restaurant/Liquor	51,494.56	
Water	1,249.92	
Bank Charges-Credit Card	2,805.91	
Bank Charges Credit Card Restaurant	575.93	
NH State Rooms & Meals Tax	2,925.00	
<b>Total</b>		<b>\$ 262,267.44</b>
FY 2017 Revenues Over Expenditures		\$ 2,983.19
Audited Balance Jan. 1, 2017		\$ (20,020.00)

**Unaudited Fund Balance – December 2017** **\$ (17,036.81)**

**TREASURER'S REPORT**  
**Recreation Fund**

**Source of Funds**

Audited Balance January, 2017		<b>\$ 56,966.00</b>	
Income Received			
After School	\$ 23,932.25		
Special	0.00		
Credit Card Processing Fee	36.00		
Sports	3,565.00		
Summer	7,938.00		
Field Trips	430.00		
Miscellaneous	0.00		
Interest Earned through December	73.45		
<b>Total</b>		<b>\$ 35,974.70</b>	<b>\$ 92,940.70</b>

**Expensed**

Service Charge	28.12		
Audit Adj	47.99		
Transfer to General Fund for FY 16	1,011.00		
Transfer to General Fund for FY 17	33,208.74		
Total Expensed		<b>\$ 34,247.86</b>	
<b>Balance</b>			<b>\$ 58,740.83</b>

**Use of Funds**

Summer Head Counselor Salary	\$ 10,000.00		
Payroll Taxes	765.00		
Telephone	451.51		
Park Electricity	609.22		
Fuel	285.97		
Rec Staff Training/Conference	0.00		
Snack Program	961.06		
Sports	10,412.43		
Rec Services & Supplies	4,547.22		
Postage	348.39		
Field Trips	3,948.83		
Summer	879.11		
Special	0.00		
<b>Total FY 2016</b>		<b>\$ 33,208.74</b>	

2017 Transfer to General Fund \$ 33,526.94

Balance Due FY 2017 \$ 0.00

**Unaudited Fund Balance – December, 2017** **\$ 58,740.83**



## Roberts & Greene, PLLC

### INDEPENDENT AUDITOR'S REPORT

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

We have audited the accompanying financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Town of Bethlehem, as of and for the year ended December 31, 2016, which collectively comprise the Town's basic financial statements as listed in the table of contents, and the related notes to the financial statements.

#### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America. This includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Basis for Adverse Opinion on the Governmental Activities***

As discussed in Note I.B.3. to the financial statements, management has not recorded the capital assets in governmental activities, and accordingly, has not recorded depreciation expense on those assets. Accounting principles generally accepted in the United States of America require that the capital assets be capitalized and depreciated, which would increase the assets, net position, and expenses of the governmental activities. The amount by which this departure would affect the assets, net position, and expenses of the governmental activities is not reasonably determinable.

47 Hall Street • Concord, NH 03301  
603-856-8005 • 603-856-8431 (fax)  
[info@roberts-greene.com](mailto:info@roberts-greene.com)

**Adverse Opinion**

In our opinion, because of the effects of the matter discussed in the preceding paragraph, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the governmental activities of the Town of Bethlehem as of December 31, 2016, or the changes in financial position thereof for the year then ended.

**Unmodified Opinions**

Also, in our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the major fund and the aggregate remaining fund information of the Town of Bethlehem, as of December 31, 2016, and the respective changes in financial position thereof and the budget to actual comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

**Other Matters**

*Required Supplementary Information*

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

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

*Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements of the Town of Bethlehem. The combining and individual fund schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. They are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.

July 26, 2017

*Roberts & Greene, PLLC*

**EXHIBIT 2**  
**TOWN OF BETHLEHEM, NEW HAMPSHIRE**  
**Statement of Activities**  
**For the Year Ended December 31, 2016**

	Expenses	Program Revenues		Net (Expenses) Revenues and Change in Net Position
		Charges for Services	Operating Grants and Contributions	
Governmental activities:				
General government	\$ 517,340	\$ 14,504	\$ -	\$ (502,836)
Public safety	760,934	81,103	5,245	(674,586)
Highways and streets	747,412	377	108,183	(638,852)
Sanitation	96,082	270,127	-	174,045
Health	25,821	-	-	(25,821)
Welfare	15,600	-	-	(15,600)
Culture and recreation	528,001	334,682	-	(193,319)
Conservation	2,918	-	-	(2,918)
Interest on long-term debt	21,963	-	-	(21,963)
Capital outlay	248,043	-	-	(248,043)
Total governmental activities	<u>\$ 2,964,114</u>	<u>\$ 700,793</u>	<u>\$ 113,428</u>	<u>(2,149,893)</u>
General revenues:				
Property taxes				1,155,618
Other taxes				202,241
Licenses and permits				497,366
Grants and contributions not restricted to specific programs				155,506
Miscellaneous				81,471
Total general revenues				<u>2,092,202</u>
Change in net position				(57,691)
Net position, beginning				197,800
Net position, ending				<u>\$ 140,109</u>

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

**EXHIBIT 5**  
**TOWN OF BETHLEHEM, NEW HAMPSHIRE**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Governmental Funds**  
**For the Year Ended December 31, 2016**

	General	Other Governmental Funds	Total Governmental Funds
<b>Revenues:</b>			
Taxes	\$ 1,445,398	\$ 240	\$ 1,445,638
Licenses, permits and fees	497,366	-	497,366
Intergovernmental	268,007	-	268,007
Charges for services	370,938	323,927	694,865
Miscellaneous	66,637	14,834	81,471
Total revenues	<u>2,648,346</u>	<u>339,001</u>	<u>2,987,347</u>
<b>Expenditures:</b>			
<b>Current:</b>			
General government	507,901	2,917	510,818
Public safety	702,844	450	703,294
Highways and streets	728,654	-	728,654
Health	25,821	-	25,821
Welfare	15,489	-	15,489
Culture and recreation	227,126	298,352	525,478
Conservation	1,220	1,698	2,918
<b>Debt service:</b>			
Principal and interest on long-term debt	91,291	8,587	99,878
Capital outlay	148,233	99,810	248,043
Total expenditures	<u>2,448,579</u>	<u>411,814</u>	<u>2,860,393</u>
Excess (deficiency) of revenues over (under) expenditures	<u>199,767</u>	<u>(72,813)</u>	<u>126,954</u>
<b>Other financing sources (uses):</b>			
Transfers in	70,000	209,128	279,128
Transfers out	(209,128)	(70,000)	(279,128)
Long-term debt issued	78,233	-	78,233
Total other financing sources and uses	<u>(60,895)</u>	<u>139,128</u>	<u>78,233</u>
Net change in fund balances	138,872	66,315	205,187
Fund balances, beginning, as restated, see Note III.D.	734,597	892,536	1,627,133
Fund balances, ending	<u>\$ 873,469</u>	<u>\$ 958,851</u>	<u>\$ 1,832,320</u>

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

## TOWN CLERK'S REPORT

*The total money collected in the Town Clerk's Office between January 1, 2017 and December 31, 2017 is as follows:*

<i>Motor Vehicle Permits</i>	<b>\$ 505,294.28</b>
<i>Boat Permit Fee's</i>	<b>\$ 765.92</b>
<i>Dog License Fee's</i>	<b>\$ 2,828.00</b>
<i>Dog Fine's</i>	<b>\$ 223.00</b>
<i>Marriage License</i>	<b>\$ 950.00</b>
<i>Vital Records (birth, marriage, death certificates)</i>	<b>\$ 4,876.50</b>
<i>Cemetery Fee's</i>	<b>\$ 1,925.00</b>
<i>UCC Filing Fee's</i>	<b>\$ 720.00</b>
<i>Miscellaneous (checklist copies, bank charges, postage, cart fees)</i>	<b><u>\$ 674.50</u></b>
<b>TOTAL:</b>	<b>\$ 518,257.20</b>

### Monthly Statistics

	<b># of Motor Vehicle Permits Issued</b>	<b># of Boat Permits Issued</b>	<b># State Titles Issued</b>	<b># of Dog Licenses Issued</b>	<b># of Vital Records Issued</b>
<b>January</b>	287	1	69	43	41
<b>February</b>	261	0	66	60	33
<b>March</b>	280	3	65	49	32
<b>April</b>	338	11	84	125	19
<b>May</b>	365	18	104	48	23
<b>June</b>	376	16	98	23	17
<b>July</b>	276	2	78	7	27
<b>August</b>	363	0	83	9	18
<b>September</b>	381	1	74	3	36
<b>October</b>	280	0	59	15	55
<b>November</b>	253	0	59	4	38
<b>December</b>	<u>228</u>	<u>0</u>	<u>50</u>	<u>3</u>	<u>4</u>
<b>TOTALS</b>	<b>3688</b>	<b>52</b>	<b>889</b>	<b>386</b>	<b>434</b>

We enjoy seeing all of you in the office each year but if you are not able to make it, know that you have an alternative instead of waiting and risk expiration. Feel free to try the online services; your registration or dog license will be mailed to you. New registrations and boats must be done in the office.

Mary Jackson, Town Clerk  
Susan McClain, Deputy Town Clerk

## TAX COLLECTOR REPORT

<b>Levies of:</b>	<b>DEBITS</b>		
	<b>2017</b>	<b>2016</b>	<b>2015/Prior</b>
<b>Uncollected Taxes Beginning of Year:</b>			
Property Taxes	\$ 0.00	\$408,597.29	2,344.49
Land Use Change	0.00	0.00	0.00
Yield Taxes	0.00	0.00	0.00
Excavation	0.00	0.00	0.00
Property Tax Credit	(1914.64)	0.00	0.00
<b>Taxes Committed This Year:</b>			
Property Taxes	7,060,978.73	0.00	0.00
Land Use Change	13,942.00	0.00	0.00
Yield Taxes	13,056.31	0.00	0.00
Excavation Tax	630.58	0.00	0.00
Other: Misc other charge	0.00	28.14	0.00
<b>Overpayments:</b>			
Property Taxes	0.00	1,752.34	0.00
Yield Taxes	0.00	0.00	0.00
Costs before lien	0.00	3,574.40	0.00
Interest Collected	<u>3,218.57</u>	<u>19,015.30</u>	<u>0.00</u>
<b>TOTAL DEBITS</b>	<b>\$7,089,911.55</b>	<b>\$433,958.48</b>	<b>2,344.49</b>
<b>CREDITS</b>			
<b>Remitted to Treasurer</b>			
<b>During Fiscal Year:</b>			
Property Taxes	\$6,467,714.31	\$260,423.02	0.00
Land Use Change	12,542.00	0.00	0.00
Yield Taxes	13,056.31	0.00	0.00
Interest	3,212.78	19,043.44	0.00
Excavation Tax	630.58	0.00	0.00
Converted To Lien	0.00	151,767.22	0.00
Other	0.00	\$937.01	0.00
<b>Abatements Made:</b>			
Property Taxes	3,037.95	1,752.34	\$0.00
Land Use Change	1,400.00	0.00	0.00
Yield Taxes	0.00	0.00	0.00
Excavation	0.00	0.00	0.00
Other	0.00	0.00	0.00
Current Levy Deeded	0.00	35.55	0.00
<b>Uncollected Taxes End of Year</b>			
Property Taxes	606,325.86	0.00	2,344.49
Yield Taxes	0.00	0.00	0.00
Interest	5.79	0.00	0.00
Other	0.00	0.00	0.00
Property Tax Credit Balance	<u>(18,014.03)</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL CREDITS</b>	<b><u>\$6309481.07</u></b>	<b><u>\$727816.76</u></b>	<b><u>\$2,344.49</u></b>

## SUMMARY OF TAX LIEN ACCOUNTS

### DEBITS

	2016	2015	2014/Prior
Unredeemed Liens			
Beginning of Fiscal Year:	\$ 0.00	\$126,693.07	\$183,301.83
Liens Executed			
During Fiscal Year	161,516.20	0.00	0.00
Interest and Costs Collected			
After Lien Execution	<u>4,666.70</u>	<u>11,308.27</u>	<u>\$26,869.79</u>
<b>TOTAL DEBITS</b>	<b>\$166,182.90</b>	<b>\$138,001.34</b>	<b>\$257,054.48</b>

### CREDITS

Remittance to Treasurer:	62,207.35	49,489.93	\$100,018.37
Interest & Costs Collected			
After Lien Execution	3,511.70	10,493.13	44,918.87
Abatements of			
Unredeemed Taxes	71.80	76.15	485.08
Liens Deeded To Municipality	3,597.36	3,931.60	12,610.40
Unredeemed Liens			
End of Year	<u>\$96,794.69</u>	<u>74,010.53</u>	<u>70,345.63</u>
<b>TOTAL CREDITS</b>	<b>\$166,182.90</b>	<b>\$138,001.34</b>	<b>\$228,378.35</b>

## DETAILED STATEMENT OF EXPENDITURES

<b>Executive</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>PROPOSED</b>
Clerical	\$ 34,320	\$ 34,296	\$ 35,350
Assistant Salary	49,883	49,911	51,380
Selectmen's Salaries	8,000	7,600	8,000
Auditors	15,300	15,300	15,750
Health Insurance	14,303	13,488	-
Dental Insurances	800	738	-
SS/MC Taxes	7,054	6,211	7,247
NH Retirement	9,494	9,498	9,870
Registry	100	-	100
Telephone	1,100	985	1,100
Hardware Support	9,700	10,166	9,700
Computer Expense	5,000	4,548	8,000
Professional Consulting	2,500	296	1,000
Printing	4,000	2,014	3,000
Dues	2,900	3,151	3,200
NHMA Membership Dues	2,100	2,101	2,200
Public Notices	1,500	1,257	1,500
Office Supplies	1,250	1,282	1,200
Postage	1,300	2,370	1,300
Book & Periodicals	100	36	100
Miscellaneous	3,500	2,863	2,000
Equipment Lease	-	-	-
Equipment Repair & Maintenance	1,000	350	500
Training & Conferences	300	120	300
Office Furniture	250	70	-
<b>Total Executive</b>	175,754	168,651	162,797
<b>Town Clerk</b>			
Town Clerk Salary	27,769	27,785	29,315
Deputy Town Clerk	8,424	5,139	10,179
Moderator	600	600	1,200
Supervisors of the Checklist	2,100	1,575	2,100
Ballot Clerks	2,300	1,789	4,800
SS/MC Taxes	2,930	2,664	3,182
Meals	300	178	550
Telephone	1,080	1082	1,080
Information Systems	3,050	2,768	3,982
Services/Supplies	3,060	2,489	2,300
Dues & Education	236	135	165
Postage	650	436	550
Mileage	550	204	500
Advertising	800	253	675
Payment to Government Agencies	5,000	3,834	4,000
<b>Total Town Clerk</b>	58,849	50,931	64,578

**Tax Collector**

Tax Collector's Salary	20,731	20,771	22,066
Deputy Tax Collector	5,280	3,198	6,641
Treasurer's Salary	8,000	8,000	8,240
Deputy Treasurer Salary	1,000	1,000	1,000
SS/MC Taxes	2,485	2,507	2,903
Registry	700	610	700
Telephone	500	413	500
Information System	2,588	1,971	2,500
Services	3,950	2,567	3,350
Treasurer Services	500	215	500
Dues & Education	200	172	200
Supplies	2,100	1,311	1,950
Postage	4,140	4,340	4,350
Mileage	150	113	100
<b>Total Tax Collector</b>	<u>52,324</u>	<u>47,188</u>	<u>55,600</u>

**Assessing**

Registry	300	351	300
Assessing	20,800	18,740	18,720
Update Maps	2,250	2,250	2,250
GIS Online Hosting	-	-	2,400
Computer Software Maintenance	4,350	4,255	4,500
Supplies/Services	200	484	200
Postage	50	4	50
Education & Mileage	100	-	100
<b>Total Assessing</b>	<u>28,050</u>	<u>26,084</u>	<u>28,520</u>

**Legal**

Legal Expense	32,000	15,115	47,000
Zoning/Code Enforcement	3,000	-	3,000
Northern Pass	15,000	21,192	-
<b>Total Legal</b>	<u>50,000</u>	<u>36,307</u>	<u>50,000</u>

**Planning & Zoning**

Secretary's Salary	12,500	10,865	13,926
Consulting Services	500	-	200
SS/MC Taxes	957	831	1,066
Legal Expense	2,100	-	1,500
Registry	500	204	600
Advertising	2,200	4,669	3,000
Telephone	600	452	480
Services	300	205	300
Supplies	300	134	120
Postage	1,200	940	1,500
<b>Total Planning &amp; Zoning</b>	<u>21,157</u>	<u>18,300</u>	<u>22,692</u>

**Government Building**

Cemetery Salary	1,500	1,300	1,500
GGB Salaries	8,500	3,383	8,500

SS/MC Taxes	536	358	765
Cemetery Maintenance	5,800	6,200	5,800
Cemetery Equipment Purchase	6,300	5,132	500
Cemetery Software	-	-	1,200
Out-of-District Hydrants	2,500	480	2,500
Lights	10,000	8,527	9,000
Heating Fuel	13,000	9,833	11,000
Building Maintenance	9,552	9,126	10,000
Cleaning Services	13,312	7,120	8,320
Supplies	5,000	4,322	5,000
Equipment Repair	1,300	378	800
Vehicle Mileage	-	-	-
<b>Total Government Building</b>	<u>77,300</u>	<u>56,159</u>	<u>64,885</u>
<b>Insurance</b>			
Insurance Claim Expense	2,000	1,620	2,000
Health Insurance	-	-	143,820
Dental Insurance	-	-	9,812
Property-Liability Insurance	47,179	45,512	48,830
Workers' Comp Insurance	32,433	29,491	30,843
Unemployment Insurance	<u>7,519</u>	<u>5,806</u>	<u>6,000</u>
<b>Total Insurance</b>	<u>89,131</u>	<u>82,429</u>	<u>241,305</u>
<b>Visitors' Center</b>			
Visitors' Center	6,000	5,841	6,000
Visitors' Center SS/MC	405	447	405
Visitors' Center Service/Supplies	<u>4,495</u>	<u>3,846</u>	<u>3,950</u>
<b>Total Visitors' Center</b>	<u>10,900</u>	<u>10,134</u>	<u>10,355</u>
<b>Wood Assessor</b>			
Salary	1,900	1,494	1,900
Mileage	<u>100</u>	<u>76</u>	<u>100</u>
<b>Total Wood Assessor</b>	<u>2,000</u>	<u>1,570</u>	<u>2,000</u>
<b>Police</b>			
Police Chief Salary	70,999	72,243	74,542
Officers' Salaries	231,236	185,933	246,074
Special Detail	1,000	1,418	1,000
Prosecutor	30,000	30,000	30,000
Overtime Patrol Grants	-	-	-
Equipment Grants	2,000	2,444	1,000
Health Insurance	49,689	34,071	-
Dental Insurance	4,534	3,747	-
SS/MC Taxes	4,397	3,613	4,663
NH Retirement	84,618	72,259	94,652
Telephone	6,500	7,075	6,800
Services/Supplies	5,950	13,958	8,878
Animal control Misc. Supplies	1,000	-	1,000
Office Supplies	2,500	2,680	2,500
Postage	400	258	400

Ammo/Range	3,600	3,337	3,600
Fuel/Gas	12,451	8,426	10,567
Cruiser 1(2018 F150)	1,700	6,372	2,000
Cruiser 2 (2015 Explorer)	2,000	2,758	2,000
Cruiser 3 (2010 Expedition)	2,000	4,362	2,000
Cruiser 4 (2013 Explorer)	2,000	3,377	2,000
Tech Support	2,500	4,500	2,500
Mileage	1,100	1,160	1,100
Printer/Copier Lease	2,000	1,714	2,000
Training	1,000	2,884	1,000
Uniforms	3,500	8,755	3,500
<b>Total Police</b>	<u>528,674</u>	<u>477,344</u>	<u>504,276</u>
<b>Fire</b>			
Chief	49,440	49,464	50,923
Volunteer Firemen	23,000	22,839	23,000
Assistant Fire Chief	1,500	1,500	1,500
Fire Chief SS/MC Taxes	2,591	2,786	2,613
Fire Chief Health Insurance	7,588	7,588	-
Fire Chief NH Retirement	15,092	15,124	16,239
Training	4,000	552	3,000
Telephone	1,000	1,269	1,000
Office Supplies	1,200	628	1,000
Service/Supplies	7,000	7,416	7,000
Station Maintenance	2,000	-	1,000
Dues & Memberships	3,000	1,850	2,000
Fuel/Gas	1,000	1,068	1,000
Equipment/Vehicle Repair	1,000	188	1,000
Fire Chief's Vehicle	3,000	3,000	3,000
1977 Ford Ladder Truck	1,000	316	2,000
1998 Freightliner Tanker	1,500	1,634	2,000
2000 FL80 Freightliner	2,000	1,151	1,500
2004 Freightliner E-One	2,000	393	1,500
Reports and Codes	1,600	1,188	1,400
Equipment Purchase	12,000	9,212	12,000
Communication Maintenance	<u>2,500</u>	<u>1,856</u>	<u>2,500</u>
<b>Total Fire</b>	<u>145,011</u>	<u>131,022</u>	<u>137,175</u>
<b>Building Inspection</b>			
Salary	17,000	10,930	15,500
Building SS/MC	1,301	836	1,301
Supplies	250	506	-
Cell Phone	-	-	384
Dues	-	-	35
Postage	-	-	50
Mileage	-	-	225
Training	<u>-</u>	<u>-</u>	<u>100</u>
<b>Total Building Inspection</b>	<u>18,551</u>	<u>12,272</u>	<u>17,480</u>

**Emergency Management**

Emergency Management Plan	500	-	250
Forest Fire	-	-	250
<b>Total Emergency Management</b>	<u>500</u>	<u>-</u>	<u>500</u>

**Public Safety**

Dispatcher Grafton County	<u>99,500</u>	<u>83,717</u>	<u>80,000</u>
<b>Total Public Safety</b>	<u>99,500</u>	<u>83,717</u>	<u>80,000</u>

**Highway**

Road Agent Salary	54,636	55,717	56,275
Salary	233,988	204,789	220,000
Health Insurance	71,411	67,704	-
Dental Insurance	4,293	4,083	-
SS/MC Taxes	22,080	18,921	21,135
NH Retirement	32,543	27,160	28,410
Gravel	6,000	6,194	5,000
Salt	16,000	16,828	16,500
Sand	16,000	25,171	22,000
Stone	2,000	4,501	2,000
Telephone	1,500	1,451	1,500
Services	7,500	11,394	8,500
Lights	3,500	3,548	3,453
Heating Oil	2,500	2,067	2,250
DOT Testing	500	177	400
Culverts	4,000	6,493	4,000
1976 Hyster Roller	150	84	200
98 CAT Loader	1,500	1,724	2,500
85 Case Mower	1,500	1,470	1,500
01 Freightliner #3	3,500	3,171	2,500
99 Freightliner #5	3,500	5,526	-
98 Freightliner #4	500	894	-
96 Ford L-8000 #2	1,500	2,132	2,000
99 F450 Bucket Truck #10	2,000	1,244	2,000
70 CAT Grader	1,000	187	1,000
Sprayer/Paint	750	986	800
Wood Chipper	200	47	200
07 Freightliner #7	4,800	4,708	5,000
09 Sterling Dump #6	3,200	7,462	5,000
10 International #12	3,200	4,206	3,900
2014 Freightliner #14	2,500	5,020	3,500
2006 Ford F-150	1,500	2,212	1,500
Public Notices	400	199	400
Supplies	9,500	12,374	9,500
Hand Tools	1,600	1,474	1,600
Office Supplies	400	255	400
Fuel & Lubricants	30,000	27,041	29,000
Grease & Oil	2,200	2,568	2,200
Uniforms/Boots	5,500	6,088	5,500

Asphalt	160,000	174,281	160,000
Backhoe	1,000	2,278	2,500
2016 Dodge 5500	600	1,047	1,500
2018 Freightliner Dump Truck	-	-	1,000
<b>Total Highway</b>	<u>721,301</u>	<u>723,933</u>	<u>636,623</u>
<b>Street Lights</b>			
Street Lights	<u>37,000</u>	<u>36,103</u>	<u>37,000</u>
<b>Total Street Lights</b>	<u>37,000</u>	<u>36,103</u>	<u>37,000</u>
<b>Ambulance</b>			
Attendants	17,000	13,028	17,000
Assistant Chief	2,000	1,500	1,500
SS/MC Taxes	1,500	1,111	1,500
Training	4,000	5,221	5,000
Maintenance	1,000	185	500
Services/Supplies	3,500	4,026	3,500
Fuel	1,600	1,299	1,000
Billing Services	<u>5,800</u>	<u>5,678</u>	<u>5,800</u>
<b>Total Ambulance</b>	<u>36,400</u>	<u>32,048</u>	<u>35,800</u>
<b>Direct Assistance</b>			
Rent	15,000	6,865	12,500
Miscellaneous	3,000	1,754	2,500
Lights	1,000	487	750
Fuel	<u>1,000</u>	<u>490</u>	<u>750</u>
<b>Total Direct Assistance</b>	<u>20,000</u>	<u>9,596</u>	<u>16,500</u>
<b>Parks/Recreation</b>			
Salaries	30,000	21,848	-
Director Salary	33,990	30,387	37,080
Health Insurance	14,656	12,376	-
Dental Insurance	800	611	-
SS/MC Taxes	4,895	3,768	2,837
NH Retirement	3,832	3,429	4,220
Pool Salaries	23,000	21,663	23,000
Pool SS/MC Taxes	1,760	1,657	1,760
Pool Chemicals/Oversight	14,000	12,982	14,000
Pool Electricity	5,000	3,957	5,000
Pool Maintenance	5,000	3,123	5,000
Pool Supplies	2,500	1,610	2,500
Pool Training	600	285	600
Concessions	1,000	724	1,000
Programming	600	130	600
Marketing	<u>200</u>	<u>42</u>	<u>200</u>
<b>Total Parks/Recreation</b>	<u>141,833</u>	<u>118,592</u>	<u>97,796</u>
<b>Library</b>			
Library	<u>112,000</u>	<u>112,000</u>	<u>118,300</u>
<b>Total Library</b>	<u>112,000</u>	<u>112,000</u>	<u>118,300</u>

<b>Conservation</b>			
Services	<u>1,270</u>	<u>1,270</u>	<u>1,270</u>
<b>Total Conservation</b>	1,270	1,270	1,270
<b>T.A.N. Interest</b>			
Tax Anticipation Note	<u>10,000</u>	<u>-</u>	<u>10,000</u>
<b>Total T.A.N Interest</b>	10,000	-	10,000
<b>Debt Service</b>			
Costs for Town Building Construction	54,758	54,753	53,302
Ambulance	16,557	16,557	16,557
Highway Lot Restoration	17,289	17,274	16,825
Cat Backhoe	<u>11,155</u>	<u>11,154</u>	<u>11,155</u>
<b>Total Debt Service</b>	99,759	99,738	97,839

**Total Budget excluding Warrant Articles,  
Special Revenue and Revolving Funds** **\$ 2,493,291**

### WARRANT ARTICLES

<b>Culture &amp; Recreation*</b>			
Gazebo Entertainment	<u>7,500</u>	<u>7,150</u>	<u>7,500</u>
<b>Total Culture &amp; Recreation</b>	7,500	7,150	7,500
<b>Warrant Articles – Other</b>			
Street Lights	<u>-</u>	<u>-</u>	<u>59,508</u>
<b>Total Warrant Articles – Other</b>	-	-	59,508
<b>Health Agencies/Hospitals *</b>			
Grafton County Senior Citizens	5,500	5,500	5,500
North Country Home Health	-	-	4,000
White Mountain Mental Health	3,121	3,121	3,121
Ammonoosuc Health Service	5,800	5,800	5,800
The Boys and Girls Club	1,000	1,000	2,500
Tri-County CAP	7,200	7,200	7,200
Northwoods Home Health & Hospice	500	500	-
Tyler Blain Homeless Shelter	500	500	500
Tri-County Transit	-	-	3,000
Caleb Interfaith	-	-	2,000
<b>Total Health Agencies/Hospital</b>	<u>23,621</u>	<u>23,621</u>	<u>33,621</u>

\* Submitted by petition warrant article

**Capital Reserve Fund**

Police Cruiser	23,000	23,000	23,000
Highway Truck	80,000	80,000	80,000
Emergency Safety Equipment	10,000	10,000	10,000
Ambulance New/Used	5,000	5,000	10,000
Fire Truck New/Used	20,000	20,000	20,000
Police Equipment	3,000	3,000	3,000
Assessing	15,000	15,000	15,000
Tech/Computer Fund	8,000	8,000	8,000
Solid Waste Disposal	-	-	25,000
<b>Total Capital Reserve Fund</b>	<u>224,000</u>	<u>224,000</u>	<u>194,000</u>

**SPECIAL REVENUE FUND****Bethlehem Country Club**

HS Club House Salary	17,000	23,926	17,000
HS SS/MC Taxes	1,301	1,830	1,301
HS Advertising	7,000	3,344	7,000
HS Telephone	1,200	1,923	1,200
HS Services/Supplies	5,000	10,933	5,000
HS Ghin-Handicap	2,600	1,823	2,600
HS Lights	1,600	1,972	1,600
HS Heat	2,000	2,075	2,000
HS/Building Maintenance	18,000	2,549	18,000
HS Improvements	1,000	-	1,000
HS Equipment Purchase	7,000	62	7,000
HS Workers Comp Insurance	2,335	1,391	1,700
HS Property Liability Insurance	1,733	712	1,200
HS Snack Food	-	456	-
HS Bank Service Fees	2,500	2,806	2,500
HS Pro Shop Inventory	12,000	5,867	12,000
CR Salary	60,000	52,556	60,000
CR Department Head Salary	36,000	34,935	36,000
CR SS/MC Taxes	7,344	6,693	7,344
CR Telephone	400	667	400
CR Water	49	1,250	49
CR Lights	900	657	900
CR Improvements	8,000	4,073	8,000
CR Equipment Rental	1,500	80	1,500
CR Equipment Purchase	10,000	7,800	10,000
CR Workers Comp Insurance	2,000	1,391	2,000
CR Property Liability Insurance	1,700	1,378	1,700
CR Dues/Prof Meetings	250	-	250
CR Supplies	2,500	1,270	2,500
CR Chemicals	8,500	10,310	8,500
CR Fuel/Lubricant	8,500	5,780	8,500
CR Equipment Repair	4,500	8,175	4,500

Debt. Service	8,588	8,588	8,588
CR Vehicle Mileage	300	-	300
Rest Salaries	25,000	17,432	25,000
Rest SS/MC Taxes	1,913	1,464	1,913
Rest Lights	1,000	750	1,000
Rest Equipment Purchase	4,000	-	4,000
Rest Property Liability Insurance	900	857	900
Rest Liquor	6,500	5,608	6,500
Restaurant Service & Supplies	23,640	22,967	23,640
Rest Rooms & Meals Tax	4,000	2,925	4,000
Rest Propane	1,500	703	1,500
Rest Bank Fees	700	576	700
Unemployment	7,002	1,713	7,002
Dept Head Salary from Growth	4,928	-	4,928
Improvements from Growth	10,000	-	10,000
Equipment from Growth	7,500	-	7,500
<b>Total Bethlehem Country Club</b>	<u>340,715</u>	<u>262,267</u>	<u>340,715</u>

**REVOLVING FUND**

**Park & Recreation**

Summer Head Counselor	10,000	10,000	40,000
SS/MC Taxes	765	765	3,060
Telephone	750	452	600
PR Electricity	750	609	600
Rec Fuel	400	286	300
Recreation Staff Training/Conferences	500	-	500
Parks & Rec Snack Program	1,000	961	800
Sports Program	11,000	10,412	9,000
Service & Supplies	8,000	4,547	7,000
Postage	250	348	250
Field Trips	7,000	3,949	7,000
Summer Program	2,000	879	1,500
Recreation Properties	5,000	-	5,000
<b>Total Parks &amp; Recreation</b>	<u>47,415</u>	<u>33,208</u>	<u>75,610</u>

**Total Budget excluding Warrant Articles**

**\$ 2,834,006**

**Town Of Bethlehem**  
**Report of the Trustees of Trust Funds**  
**For the Calendar Year Ending December 31, 2017**

First Deposit	Name of Fund	Purpose of Fund	How Invested	PRINCIPAL			INCOME			TOTAL		
				Balance Beginning of Year	Additions- Withdrawal Gain-Loss	Balance End of Year	Balance Beginning of Year	Net Income	Expended During Year	Balance End of Year	Principal & Income	Ending Market Value
<b>SCHOOL</b>												
2003	BES Building & Improvements	Maintenance	Common CRF SAU 35	49,114.27	148.28	49,262.55	348.82	606.64	0.00	955.46	50,218.01	\$1,139.70
2003	BES Special Education	Special Education	Common CRF SAU 35	131,475.31	-24,650.09	106,825.22	1,005.63	1,437.33	0.00	2,442.96	109,268.18	111,274.69
2011	BES Tech. Fund	Equip. Purch.	Common CRF SAU 35	12,454.35	37.46	12,491.81	79.48	153.74	0.00	233.22	12,725.15	12,958.71
2006	Profile Building Maintenance	Maintenance	Common CRF SAU 35	172,208.89	535.67	172,742.56	6,467.51	2,191.39	0.00	8,658.90	181,401.46	184,730.87
2006	Profile Special Education	Special Education	Common CRF SAU 35	200,352.11	609.36	200,961.47	2,903.01	2,492.84	0.00	5,395.85	206,357.32	216,144.76
2011	Profile Tech.	Equip. Purch.	Common CRF SAU 35	66,388.12	200.44	66,588.56	472.84	820.03	0.00	1,292.87	67,881.43	69,127.31
2016	Profile Tennis Court Expandable Trust Fund	Installing/Maintaining Tennis Courts	Common CRF SAU 35	5,010.05	15.08	5,025.13	19.39	61.88	0.00	81.07	5,106.20	5,199.92
2016	School District Parking Lot Fund	Parking Lot	Common CRF SAU 35	50,100.37	-48,336.56	1,763.79	147.32	540.12	0.00	687.44	2,451.23	2,486.22
<b>Total School</b>				<b>687,102.47</b>	<b>-71,440.26</b>	<b>615,662.21</b>	<b>11,444.00</b>	<b>8,203.77</b>	<b>0.00</b>	<b>19,747.77</b>	<b>635,409.98</b>	<b>647,072.18</b>
<b>GRAND TOTALS:</b>				<b>1,237,445.57</b>	<b>121,264.80</b>	<b>1,358,710.37</b>	<b>78,251.84</b>	<b>18,121.84</b>	<b>0.02</b>	<b>96,373.66</b>	<b>1,455,084.03</b>	<b>1,482,778.27</b>

**Town Of Bethlehem**  
**Report of the Trustees of Trust Funds**  
**For the Calendar Year Ending December 31, 2017**

First Deposit	Name of Fund	Purpose of Fund	How Invested	PRINCIPAL			INCOME				TOTAL	
				Balance Beginning of Year	Additions- Withdraw Gain-Loss	Balance End of Year	Balance Beginning of Year	Net Income	Expended During Year	Balance End of Year	Principal & Income	Ending Market Value
<b>VILLAGE DISTRICT</b>												
1993	H2O Maintenance	Maintenance	Common CRF	51,275.33	19.93	51,295.26	287.60	599.76	0.00	887.36	52,182.62	53,069.98
2013	Village District trucks CRF	Maintenance	Common CRF	30,039.45	7,517.48	37,556.93	187.31	412.23	0.00	599.54	38,151.47	38,813.85
1993	Village District Pickup Truck	Equip. Purch.	Common CRF	8,594.61	8,904.16	16,508.77	38.73	164.68	0.00	202.79	16,711.56	17,001.61
1986	Wastewater Maintenance	Maintenance	Common CRF	31,517.20	12.29	31,529.49	264.35	369.56	0.00	634.01	32,163.50	32,721.75
Total Village District				121,336.59	15,548.88	136,885.45	777.99	1,545.71	0.00	2,322.70	139,208.15	141,628.34
<b>POLICE DEPARTMENT</b>												
1995	Police Cruiser	Equip. Purch.	Common CRF	25,029.05	-21,217.20	3,811.85	47.73	398.32	0.00	446.05	4,297.96	4,331.80
2010	Police Dept. Em. Safety Equip.	Equip. Purch.	Common CRF	5,682.61	3,002.26	8,684.89	29.72	79.29	0.00	100.01	8,784.90	8,937.36
Total Police Department				30,711.66	-18,214.92	12,496.74	77.45	468.61	0.00	546.06	13,082.80	13,269.16
<b>EMERGENCY SERVICES</b>												
1997	Ambulance	Equip. Purch.	Common CRF	38.98	\$,000.32	5,039.31	478.10	12.44	0.00	490.54	5,529.85	5,626.83
2008	Fire Dept. Em. Safety Equip.	Equip. Purch.	Common CRF	34,763.95	10,913.77	44,777.76	223.47	419.82	0.00	643.29	45,421.05	46,209.40
2009	Fire Truck	Equip. Purch.	Common CRF	21,982.93	20,909.05	42,001.98	540.32	283.13	0.00	424.05	42,426.03	43,162.40
Total Emergency Services				56,795.91	35,023.14	91,819.05	842.49	715.39	0.00	1,557.88	93,376.93	94,997.53

**Town Of Bethlehem**  
**Report of the Trustees of Trust Funds**  
**For the Calendar Year Ending December 31, 2017**

First Deposit	Name of Fund	Purpose of Fund	How Invested	PRINCIPAL			INCOME				TOTAL				
				Balance Beginning of Year	Additions- Withdrawal Gain-Loss	Balance End of Year	Balance Beginning of Year	Net Income	Expended During Year	Balance End of Year	Principal & Income	Ending Market Value			
CEMETERY															
1916-	Perpetual Care	Lot Maintenance	Common TF	14,542.11	277.03	15,219.14	33,063.42	1,268.66	0.00	34,332.08	49,591.22	51,319.21			
2009				14,542.11	277.03	15,219.14	33,063.42	1,268.66	0.00	34,332.08	49,591.22	51,319.21			
	Total Cemetery			14,542.11	277.03	15,219.14	33,063.42	1,268.66	0.00	34,332.08	49,591.22	51,319.21			
	PRIVATE TRUSTS														
1942	Library	Maintenance	Common TF	700.22	4.91	705.13	150.18	22.49	0.00	172.67	877.80	909.13			
1929	Cuth - Town Building	Maintenance	Common TF	10,003.27	74.22	10,077.49	2,853.16	346.10	0.00	3,203.26	13,280.75	13,754.76			
1930	Jethers - Park Building	Maintenance	Common TF	1,000.53	11.85	1,012.38	1,053.43	54.26	0.00	1,107.69	2,120.07	2,195.74			
1916	Phillips/Curt	Needy Children	Common TF	6,508.08	182.33	6,690.41	25,109.40	835.84	0.00	25,945.24	32,635.65	33,890.54			
	Total Private Trusts			18,212.10	273.31	18,485.41	29,176.17	1,252.69	0.00	30,428.86	48,914.27	50,660.17			
	TOWN														
2015	Broadband	Equip. Purch.	Common CRF	100.13	0.04	100.17	0.59	1.16	0.00	1.75	101.92	103.69			
2013	Distressed Buildings	Town Properties	Common CRF	3,089.35	1.20	3,090.55	20.63	36.17	0.00	56.80	3,147.35	3,201.88			
1995	Highway Truck	Equip. Purch.	Common CRF	29,019.21	140,016.40	169,035.61	145.32	1,284.62	0.00	1,429.94	170,455.55	173,415.07			
2007	Pool/Recreation Facility	Maintenance	Common CRF	5,389.19	2.09	5,371.28	35.11	62.89	0.00	99.00	5,470.28	5,565.22			
2015	Property Assessment	Property Assessment	Common CRF	30,036.82	15,012.03	45,048.85	114.34	399.97	0.00	484.31	45,533.16	46,323.46			
1995	Prospect St. Dump Closure	Dump Closure	Common CRF	124,090.24	-3,275.77	120,814.47	2,198.44	1,441.06	0.00	3,639.50	124,453.97	126,614.05			
2008	Road Maintenance	Maintenance	Common CRF	17,606.48	6.85	17,613.33	120.33	205.18	0.00	326.51	17,939.84	18,251.21			
2016	Solid Waste Disposal	Solid Waste Disposal Facility/Transfer Station	Common CRF	75,085.51	29.06	75,114.57	112.05	874.06	0.00	986.11	76,101.28	77,422.13			
2016	TECH/Computer	Computer & Technology Needs	Common CRF	8,009.12	8,003.30	16,012.42	11.95	103.58	0.00	115.53	16,127.95	16,407.87			
2003	Town Building Maintenance	Maintenance	Common CRF	15,941.91	6.21	15,950.12	110.54	186.72	0.00	297.26	16,247.38	16,529.38			
2011	Town Computer Systems	Equip. Purch.	Common CRF	3.77	-3.77	0.00	0.02	0.00	0.02	0.00	0.00	0.00			
	Total Town			308,344.73	159,797.64	468,142.37	2,870.32	4,597.91	0.02	7,437.31	475,579.68	483,834.08			

## CEMETERY TRUSTEE'S REPORT

The cleaning of the stones and repair of stones in Section B that was to be done in 2017 was postponed until 2018 due to the wet spring and early summer season.

For the past two years the trustees and sextons have been discussing better ways of keeping cemetery information. We researched several computer software systems and the Select Board has approved **Cemsites** software for purchase. It is user friendly software and can be streamlined to small cemeteries such as ours. It is purchased by modules so that we only purchase what we feel we need to facilitate improving the way we record and manage the residents of the Maple St. Cemetery. We will include the records of the Mt. Washington Cemetery on Main St. for informational purposes only as we it is not an "active" cemetery for burial. The trustees would like to thank the Select Board for their support with this project. Setting up of the site will begin in February of this year.

The trustees have discussed the removal of bushes and trees that are interfering with the maintenance of the Maple St. Cemetery. This is an ongoing discussion that will include the Sexton, town crew and the lot owners, if they can be contacted. Some of the problems include the complete covering of a stone so that it is impossible to clean the stone or mow around it correctly; other issues are dead bushes and trees that need to come down. When decisions are made as to what we will do, please be assured that we will be mindful of the fact that the trees and bushes were put on lots by family members. Also be mindful that some of the bushes have been there for 60 or more years and there are no family members to contact. In that case the trustees will make the determination in consultation with town officials.

We would like to thank Sexton Jon Wright and Road Agent Brett Jackson and the crew for their work at the cemetery.

Submitted by,  
Rick Robie  
Paul Hudson  
Clare Brown

## BETHLEHEM PUBLIC LIBRARY REPORT

The Library continues to be a busy hub for the community. We welcomed over 22,000 people last year; this is an increase of 93% since moving to the new building four years ago.

In response to suggestions from our patron satisfaction survey late last year, we offered an increase in the types of adult programs we offered. This year several thought-provoking guests spoke on the topics of Fake News, Muslims in America, and we held a discussion on the movie *Uprooted*, about New Hampshire refugees. In addition, we offered computer classes for seniors, a card-making class, and two quilting classes taught by Everett Aldrich. A Garden Club was started, and meets monthly on a variety of topics. The Garden Club will also be working on adding additional plants to our landscape (another suggestion from the survey).

There was a recommendation to increase our British DVD offerings. Using a generous patron donation, we now have a large collection of these such as Father Brown, DCI Banks, and Murdoch Mysteries. The patron wishing for foreign language CDs will be happy to know we have six language kits available for checkout. Those looking for more information on hunting and fishing can choose from three new magazines geared to the outdoorsman. We thank everyone for their suggestions, and welcome the opportunity to answer questions or hear ideas.

The summer reading program is always a highlight of our year. The theme was “Build a Better World” and we offered a six-week program. The kick-off entertainer was professional juggler Steven Corning. We received a Kids, Books, and the Arts grant for this performance and the Colonial Theater again donated their space. Each week’s programs involved some building aspect. Paul and Rhienna Miscio donated their time and materials to teach the children about constructing with wood and each child took home a flower plaque they built. The finale, funded entirely by the Friends of the Bethlehem Public Library, included ice cream sundaes and magician Bob Riordan. At the finale, Elaine awarded \$1700 in gift certificate prizes (all donated by area businesses).

Our Friends group augmented our budget in a number of ways this year. Besides the summer reading finale, they sponsored Bethlehem kids taking the Red Cross Babysitting class, purchased \$1000 of Legos for our weekly Creative Kids program, purchased t-shirts for our new 1000 Books Before Kindergarten early literacy program, ran the annual children’s Christmas party, and brought NY-Times Best-selling author Chris Bohjalian to the library this summer. Their hard work and dedication to the library cannot be overlooked as we strive to bring high quality programs to Bethlehem.

The library staff work hard to be good stewards of the funds given to us by the taxpayers. We offer internet access to those who do not have it in their homes. We offer programs

for families that are on a budget. We work with teachers to encourage children to read and become lifelong learners. And we purchase materials for patrons' enjoyment and education. The Library saves patrons money every day. Below is a sample calculation of those savings, based on if you purchased those items yourself. For 2017, the cost of the items we circulated amounted to a worth of almost \$300,000. Compared to our town budget of \$112,000, that is a return on investment of 167%.

Worth of Library:

<b>Resource</b>	<b>Used in One Year</b>	<b>Average Cost per Item</b>	<b>You Save:</b>
Books	12	\$ 17.00	\$ 204.00
DVD Rental	50	\$ 4.00	\$ 200.00
Internet Access	12 months	\$ 39.95	\$ 479.40

2017 STATISTICS:

Circulation:	Adult Books	8,255	Audio/Video	6,926
	Children/YA Books	5,840	Magazines	1,286
	Inter-Library Loaned	817	Inter-Library Borrowed	878
	NH Downloadables (Overdrive) (1,560 e-books, 1,283 audio books, 4 Periodicals)	2847	Database Searches	2,317
Other:	Patrons Served	22,124	New Patrons	126
	Computer Users	1,753	New Non-resident Patrons	4
Collection:	Purchased Items	853	Uncollected Items	38
	Donated Items	392	Withdrawn Items	837

Respectfully submitted,  
 Laura Clerkin,  
 Director

## BETHLEHEM PUBLIC LIBRARY BUDGET

	<b><u>Budget 2017</u></b>	<b><u>Actual 2017</u></b>	<b><u>Budget 2018</u></b>
<b>Expenses</b>			
Books, etc.	\$ 12,600	\$ 15,086	\$ 12,600
Magazine	1,200	1,305	1,200
Equipment Expense	200	12	100
Accounting	1,400	1,520	1,500
Professional Development	1,500	1,240	1,500
Employee Recognition	100	100	100
Supplies	1,500	1,285	1,500
Communication Expense	1,000	1,344	1,000
Bldg. Maint, Lawn Care	10,600	11,079	10,600
Building Supplies	300	564	300
Postage	300	346	300
Utilities	5,400	4,368	5,775
Other Expense	200	5	200
Library Programs	3,100	3,010	3,025
Payroll Tax	4,879	4,596	5,290
Wages	61,111	59,512	66,700
Library Systems Fee	3,100	3,120	3,100
Computer Maintenance	900	1,103	900
Property Liability Insurance	2,310	2,238	2,310
Workers Comp. Insurance	300	160	300
<b>Total</b>	<b>\$ 112,000</b>	<b>\$ 111,993</b>	<b>\$ 118,300</b>
<b>Income</b>			
Town Funds	\$ 112,000	\$ 112,000	\$ 118,300
Library Fees	-	-	-
<b>Total</b>	<b>\$ 112,000</b>	<b>\$ 112,000</b>	<b>\$ 118,300</b>
<b>Endowment/Trust Funds**</b>		<b>Gifts/Use Fees *</b>	
Beginning Balance	\$ 115,610.69	Beginning Balance	\$ 50,419.50
Contributions	0.00	Interest	26.77
Interest Earned	1,058.20	Additions	7,103.49
Expenditures	3,365.00	Expenditures	965.76
Ending Balance	<b>\$ 113,303.89</b>	Ending Balance	<b>\$ 56,584.00</b>
<b>Memorial Funds***</b>		<b>Fines, Lost Books*</b>	
Beginning Balance	\$ 2,168.96	Beginning Balance	\$ 4,710.09
Donations	1,000.00	Interest/Additions	576.17
Books Purchased	0.00	Expenditures	0.00
Ending Balance	<b>\$ 3,168.96</b>	Ending Balance	<b>\$ 5,286.26</b>

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

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

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

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

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

## SELECT BOARD REPORT

2017 has been another good year for the town of Bethlehem. In March we thanked Sandy Laleme and Jerry Blanchard for their service to Bethlehem and welcomed Gabe Boisseau, Linda Moore, and Mary Moritz to the Board. We also welcomed Tim Fleury as Recreation Director, and Matt Courchaine as BCC General Manager. We said good bye to Treasurer Frank Claffey who is moving to the flatter portion of our state and hello to Libby Staples who took over as Treasurer in August.

In looking back to 2017, there are several highlights that are important to recognize. First, our municipality is fortunate to have such skilled and dedicated employees. Second, we are a community built on volunteerism and collaboration to achieve our goals as a town. And last, we are a diverse group of dedicated residents all contributing with our best intentions for Bethlehem.

This was a challenging year for Bethlehem's department heads to which their leadership and expertise is highly appreciated. July 1<sup>st</sup> brought the first of two major storms to Bethlehem and both Fire Chief, Jack Anderson and Road Agent, Brett Jackson were instrumental in minimizing the damage to the town. After the storm both Jack and Brett worked patiently with FEMA to try and minimize the financial impact to Bethlehem. Chief Ho-Sing-Loy continued to run the Bethlehem Police department under staffed, after the Select Board decided to wait on hiring the open position, often working extra hours to retain the most amount of coverage he could. April Hibberd, Administrative Assistant, not only adapted to the new Selectman, she added an additional responsibility to her role absorbing Welfare administration while coming in under budget in both departments. April's institutional knowledge and organizational skills are commendable. We are also lucky to have Deb Bayley as Planning Clerk and Nicole McGrath as Clerical Assistant in the office. Mary Jackson, Tax Collector and Town Clerk, has increased efficiency and accuracy in Bethlehem's record keeping and added Susan McClain to her team who has been a great addition to the office staff.

There are many reasons why Bethlehem is a great community. In my opinion what makes Bethlehem an extraordinary community are the residents who volunteer to make a difference in our town. Jack Anderson and Angel Larcom along with the events committee, had another great year with the Old Home Day Parade in August and Christmas in Bethlehem in December. Both Jack and Angel worked countless hours to put on two great events for our community and we are grateful for their contributions. Clare Brown, Sandy Laleme, and Jane Storella worked together to start their multi-faceted fund-raising efforts for the Bethlehem Country Club and we look forward to the next phase in 2018. And last, but certainly not least, the Transfer Station Committee. Thirteen volunteers came together, of differing views, to start the initial research for planning for municipal waste removal if necessary.

To look back at 2017 and only acknowledge what was great about our town would be shortsighted at best. This past year we saw a considerable increase in our tax rate from 2016 to 2017 which was challenging for everyone. The increase to the tax rate can be attributed to an increase in the school budget, an increase in warrant articles, and reserving funds in case of a potential abatement. While increasing taxes is never a positive thing we did see positive growth for business development in 2017. Several projects have been proposed including an expansion at Bretton Woods and the possibility of Neo-Gas building a facility in Bethlehem to turn methane gas into green energy. Fortunately, over the last several years the Select Boards have been able to contribute to the unreserved fund balance, so we will be more able to keep the tax rate stable as we anticipate the new businesses contribution to the tax base. Although we may have opposing views on the landfill, I think most people would agree that we have a unique town with a remarkable history made up of great people.

Respectfully Submitted,  
Mary Moritz  
Chairman

## **POLICE DEPARTMENT REPORT**

It is with great pleasure that I submit to you the Bethlehem Police Department's 2017 Annual Report. The purpose of this report is to provide our community with a year-end review, along with information highlighting the efforts of our team. Our organization is made up of highly motivated Officers who appreciate the special nature of our diverse community.

We continue to move forward with our Community Policing practices through community outreach, employee professionalism, and a department that is responsive to our citizens. Bethlehem Police Department staff is committed to the safety of our community, and we share our successes with supportive town leaders and a supportive community. The relationship of mutual support and trust we share with our community is extremely important and not something we take for granted. We are committed to providing public safety service in a manner which treats people fairly and compassionately, while vigilantly fighting crime in our community.

2017 saw a significant change for our department. Due to the loss of three officers to other departments and one officer left to fill an Active Guard/Reserve position in California. With the loss of personnel, it made it difficult to adequately cover all the shifts for 24/7 coverage. Despite our shortage of manpower, the calls for service continued at the same pace as previous years.

We continue to take advantage of every opportunity made available through local, state and federal resources. To better serve the community, our officers must be trained to meet the everchanging job requirements. Some of the highlights in training this year, Officer Joshua Basnar and Officer Sarah Donahue graduated from the Police Academy in April and was a well needed addition to the Department. Officer Donahue completed the School Resource Officer course and is working closely with the schools in our community to provide support as needed; Officer Basnar and Officer Bushway completed additional training in drug and alcohol interdiction; Officer Basnar completed the firearms instructor course; and Officer Bushway and Sergeant Dube completed the Taser instructor course.

Early in the spring we deployed the two radar driver feedback signs donated by North Country Environmental Services. We received many positive comments on the effectiveness of the signs. Unfortunately, it is not practicable to leave them out over the winter months. We will be deploying them again this coming year when weather permits.

The end of 2017 we saw the retirement of one of our part-time officers, Mark Taylor. Mark, a retired Police Officer from Franconia, came on board to help us through our shortfall in personnel. He ran our firearms training and qualifications and filled in the gaps in our patrol coverages. I would like to thank him for his service to the community and wish him well on his retirement.

After a hiring freeze earlier in the year the Select Board approved the hiring of Kelby Lewis. Officer Lewis is currently in the Police Academy and is anticipated to graduate April 2018. He will be a welcomed addition to the Department.

**Bethlehem Police Department  
2017 Activities**

- 36 Crimes Against Persons (Up 89%)**
- 37 Crimes Against Property (Down 5%)**
- 10 Crimes Against Society (Down 37%)**
- 40 Other Crimes (Down 7%)**

**4757 Calls for Service 2017, which included:**

911 HANGUP/ABANDONED	28	MISSING PERSON	11
ABANDONED MV	3	MOTOR VEHICLE COMPLAINT	116
ALARM,BURGLAR/HOLD-UP/POLICE	137	MOTOR VEHICLE STOP	1284
ARSON & BOMBING (PD ONLY)	1	NOISE COMPLAINT	14
ASSAULT	9	NOTIFICATIONS (DEATH, ETC)	3
ASSIST CITIZEN	56	OHRV INCIDENTS/COMPLAINTS(ALL)	8
ASSIST OTHER AGENCY	44	PARKING ISSUES	2
FIRE-BRUSH/GRASS/FOREST	2	ALL PD ADMIN CALLS	517
BURGLARY	4	TELEPHONE HARASSMENT	12
PERMITTED BURN	297	FOUND/LOST PROPERTY	28
CHILD ABUSE	5	RAPE/SEXUAL ASSAULT	1
BUILDING CHK/OPEN DOOR-WINDOW	596	VEHICLE REPOSSESSIONS	9
CIVIL STANDBY	20	ROAD HAZARD/WIRE OR TREE DOWN	139
UNATTENDED DEATH (ALL TYPES)	4	PAPERWORK SERVICE (ALL)	54
DIRECTIONS	1	SHOTS FIRED	7
DISABLED MV & LOCKOUTS	143	SEX OFFENDER REGISTRATION	1
DISTURBANCE/FIGHT/BRAWL	26	SPECIAL DETAILS/PARADES	9
DOG/DOMESTIC ANIMAL COMPLAINTS	78	ALL SPOTS INQUIRES	124
DOMESTIC DISTURBANCE	21	SRO ACTIVITIES-ALL (LITT)	11
DRUG ISSUES (ALL)	9	STALKING	1
ILLEGAL DUMPING	2	AUTO THEFT	2
DWI	3	SUICIDE/SUICIDAL PERSONS	12
ALL EMS ADMIN CALLS	3	SUSPICIOUS PERSON	39
ESCORT	1	SUSPICIOUS VEHICLE	38
ALL FD ADMIN CALLS	33	THEFT/FRAUD/GAS DRIVEOFF	28
ALL FG CALLS	40	THREATS (ALL EXCEPT BOMB)	7
FIRE, ALL EXCEPT BRUSH/GRASS	108	TRAFFIC CONTROL/DETAIL/RADAR	2
FIREWORKS COMPLAINTS	5	TRAINING	10
FOLLOWUP/INVESTIGATION	104	PRISONER TRANSPORT	2
FOOTPATROL/WALKTHROUGH	20	TRESPASS (ALL)	10
GENERAL INFO	2	AMBULANCE TRANSFER	4
HAZMAT INCIDENT	1	UNKNOWN/OTHER	7
INVOLUNTARY EMERGENCY ADMIT	1	VANDALISM/CRIMINAL MISCHIEF	9
INSPECTIONS	1	VEHICLE COLLISION	100
INTOXICATED PERSON-NOT DWI	3	VIN VERIFICATION	11
JUVENILE OFFENSES	15	VIOLATION OF ANY COURT ORDER	6
MEDICAL EMERGENCY	195	WANTED PERSON	26
MENTAL PERSONS EXCLUDING IEA'S	19	WELFARE CHECK	53

It is my sincere hope that you find the information contained in this report useful and informative. It is my honor to serve alongside the members of the Bethlehem Police Department and I am proud of their dedicated efforts as we work in partnership with our community to make Bethlehem a safe place to visit, work and live.

Respectfully Submitted,  
 Chief Michael Ho-Sing-Loy  
 Officer Zachary Bushway  
 Officer Sarah Donahue  
 Officer Zachary Chicoine (Part-Time)

Sergeant Jeffrey Dube  
 Officer Joshua Basnar  
 Officer Kelby Lewis

## **FIRE & AMBULANCE REPORT**

Reflecting on 2017, I once again give thanks for the tremendous support the people in this town give the Fire Department and its members. I also give thanks to the men and women who are at the very core of our organization that make it work. I am especially proud of our Ambulance Personnel who responded to over 300 medical calls in the past year. Our crews respond all hours of the day and night, when everyone is snuggled in their warm beds, our people get up and go out into the sometimes brutal cold to help their neighbors.

Our Fire Department continues to be active responding to over 150 calls this past year. These calls vary and may include structure fires, auto accidents, alarm activations, wildland fires and a host of other calls. I am very proud of our Fire Personnel and their commitment to serving the people of Bethlehem and the surrounding towns. It requires a great deal of time and energy to be a Fireman in today's world and our Firemen do everything they can to be the best they can be. Our Fire and EMS personnel also commit to doing a good deal of community service throughout the year by participating and sponsoring the annual Easter Egg Hunt, Christmas in Bethlehem and Fire Prevention at the schools. Thank you to all as you are a special group of people.

Our total call volume for last year was 405 calls for service for both Fire and Ambulance. 255 of those calls were Medical calls. Fire and Ambulance responded to a total of 42 Motor Vehicle Accidents, 9 Building Fires (including Mutual Aid requests), 4 woodland fires, 44 alarm activations plus other miscellaneous calls. We responded to mutual aid requests from as far away as Lunenburg VT, Lancaster and Woodstock plus multiple calls locally.

We are responding to more and more serious Carbon Monoxide calls than we have in the past due to tighter construction in new homes. We urge everyone to check both your CO Detectors as well as Smoke Detectors, not only change the batteries but check the date of manufacture as they should be no older than ten years. If you don't have detectors and can't afford them the American Red Cross has a program where they will come and install them free of charge.

We are also having problems with proper house marking for 911 purposes, it is very difficult and frustrating to be called to a residence for an emergency such as a heart attack or other life threatening situation and we can't easily find the house due to either the lack of a properly posted number or improper numbers and locations being used. Please contact us for guidance on the proper marking procedure. (It could save your life)

Again, we thank the tax payers of this great little Town for your continued support. We are quite aware of the burden of high taxes puts on some people but you can rest assured that we do everything we can to keep our budgets in check.

Respectfully,  
Chief Jack Anderson

**TOWN OF BETHLEHEM  
NEW HAMPSHIRE  
2018 TOWN MEETING WARRANT  
DELIBERATIVE SESSION**

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

You are hereby notified that the **first session** (deliberative) of the annual meeting of the Town of Bethlehem will be held at the Bethlehem Town Building Meeting Room located at 2155 Main Street in said Bethlehem on **Monday February 5<sup>th</sup>, 2018 at 6:00 pm**. Warrant articles may be amended at this session per RSA 40:13, IV a, with the exception of Warrant Articles whose wording is prescribed by law and cannot be amended per RSA 40:13 a. Warrant Articles that are amended shall be placed on the official ballot for a final vote on the main motion as amended. (Please note that this meeting may be continued to Tuesday February 6<sup>th</sup> and or Wednesday the 7<sup>th</sup> at the discretion of the Town Moderator).

You are further notified that the **second session** of the annual meeting of the Town of Bethlehem will be held at the Bethlehem Town Building Meeting Room on **Tuesday, March 13<sup>th</sup>, 2018 at 8:00 am** for the choice of town officers elected by official ballot, to vote on the questions required by law to be inserted on the official ballot, and to vote on all warrant articles from the first session on official ballot per RSA 40:13, VII. The polls for the election of town officers and other action required to be inserted on said ballot will open on said date at 8:00 am in the forenoon and will not close until 7:00 pm in the evening.

**Article 01:** To choose all necessary town Officers for the ensuing year. (Ballot vote)

**Article 02:** Are you in favor of amending Article II, General Provisions, of the town zoning ordinance as proposed by Planning Board as follows:

“Change the parking requirements in Article II, H, a, to be the same as is required in the current town Site Plan Review Regulations.”

**Article 03:** Are you in favor of amending the existing zoning ordinance *Article V-Zoning Districts and Uses A. District 1 Main Street Permitted Uses and Special Exception* as proposed by the Planning Board to the hours during which the noise restriction applies from 10:00 PM and 9:00 AM to 10:00 PM and 8:00 AM?

**Article 04:** Are you in favor of adopting the following amendment to the zoning ordinance of the Town, subject to the condition stated below?

**Condition**

This amendment shall take effect only upon the execution of a host community agreement with North Country Environmental Services, Inc. (“NCES”), by a majority of the board of selectmen as contemplated by the petitioned warrant article directing the selectmen to negotiate a host community agreement with NCES and setting forth the minimum terms of that agreement.

## Amendment

Substitute the language below for the part of Article V entitled: District V: (Landfill District)” [Explanatory Note: (1) Existing language of Article V is displayed in regular type; (2) Language being proposed is highlighted in bold type and replaces the metes and bounds description of District V now in Article V; and (3) Zoning District V is more particularly described in the “Legal Description of: Proposed District V” accompanying this petition and on file with the Selectmen and the planning board]:

A building or structure may be erected, altered, or used and a lot may be used or occupied only for the following purposes and in accordance with the following provisions after site plan review by the Planning Board and a building permit is issued by the Board of Selectmen. For purposes of this provision, “building or structure” does not include a landfill cell (including its footprint, content and final grade slope) or infrastructure for landfill gas management, leachate management, groundwater monitoring, or storm water management which is approved by the New Hampshire Department of Environmental Services.

This District shall include the land lying within the area described as follows:

**Zoning District V as shown on attached map entitled “Zoning District V” and comprising Lots 22 and 24 of the town’s 2017 Tax Map 419.**

District V Permitted uses are as follows:

1. Landfilling shall be a permitted use in this District.
2. Any accessory building or structure erected, altered or used in the normal course of landfilling is permitted provided such use is not injurious, noxious or offensive to the neighborhood, and provided however than an incinerator within the definition of RSA 149-M:4(X)(a)(Supp. 2004) for the purposes of generating power and or solid waste combustion is not a permitted use and is expressly prohibited.

*(The Planning Board recommends this Article)*

**Article 05:** Are you in favor of adopting an amendment to the Bethlehem Zoning Ordinance that would change the front setback in District 2 for accessory structures only. The accessory structure setback will at minimum conform to the setback of the existing structure provide the existing primary structure was built prior to the enactment of the 60-ft. minimum front setback requirement.

*(The Planning Board recommends this Article)*

**Article 6:** Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$2,834,006 (Two Million Eight Hundred Thirty-Four Thousand Six Dollars). Should this article be defeated, the default budget shall be \$2,877,753 (Two Million Eight Hundred Seventy Seven Thousand Seven Hundred Fifty Three Dollars), which is the same as last year, with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X an XVI, to take up the issue of a revised operating budget only.

**Article 7:** To see if the Town will vote to appropriate the sum of \$59,508 (Fifty-Nine Thousand Five Hundred and Eight) for the purpose of installing energy efficient LED street

lights and to partially fund this appropriation with a rebate through Eversource in the amount of \$23,175 (Twenty-Three Thousand One Hundred Seventy-Five Dollars). The net amount to be raised from taxes will be \$36,333 (Thirty Six Thousand Three Hundred Thirty Three Dollars). If approved, this installation will produce savings that should result in a full payback within 2.3 years. Any additional costs due to any added lights or needs will come from the street light line item budget.

*(The Board of Selectmen recommends this Article)*

**Article 8:** To see if the Town will vote to authorize the Board of Selectmen to appoint a Capital Improvement Program Committee in accordance with RSA 674:5, which shall include at least one member of the planning board and may include but not be limited to other members of the planning board or the town governing body, to prepare and amend a recommended program of municipal capital improvement projects projected over a period of at least 6 years. The capital improvements program may encompass major projects being currently undertaken or future projects to be undertaken with federal, state, county and other public funds. The sole purpose and effect of the capital improvements program shall be to aid the Selectmen in their consideration of the annual budget.

*(The Board of Selectmen recommends this Article)*

**Article 9:** Shall we allow the operation of KENO games within the town?

*(The Board of Selectmen recommends this Article)*

**Article 10:** To see if the Town will direct the Select Board to explore options for the sale or long-term lease of the town owned Bethlehem Country Club property. If this article is approved the Select Board will hold no less than 2 public meetings to seek further public input. Any final decision will be made at a future town meeting.

*(The Board of Selectmen recommends this Article)*

**Article 11:** If warrant article 10 passes and the County Club is sold or leased would you want the sale or lease to be contingent on it remaining a golf course?

*(The Board of Selectmen recommends this Article)*

**Article 12:** To see if the Town will vote to raise and appropriate the sum of \$80,000 (Eighty Thousand Dollars) to be added to the Highway Truck Capital Reserve fund previously established.

*(The Board of Selectmen recommends this Article)*

**Article 13:** To see if the Town will vote to raise and appropriate the sum of \$23,000 (Twenty Three Thousand Dollars) to be added to the Police Cruiser Capital Reserve Fund previously established.

*(The Board of Selectmen recommends this Article)*

**Article 14:** To see if the Town will vote to raise and appropriate the sum of \$3,000 (Three Thousand Dollars) to be added to the Police Equipment Capital Reserve fund previously established. *(The Board of Selectmen recommends this Article)*

**Article 15:** To see if the Town will vote to raise and appropriate the sum of \$10,000 (Ten Thousand Dollars) to be added to the Fire Department Emergency Safety Equipment Capital Reserve Fund previously established.

*(The Board of Selectmen recommends this Article)*

**Article 16:** To see if the Town will vote to raise and appropriate the sum of \$20,000 (Twenty Thousand Dollars) to be added to the Fire Truck Capital Reserve Fund previously established.

*(The Board of Selectmen recommends this Article)*

**Article 17:** To see if the Town will vote to raise and appropriate the sum of \$10,000 (Ten Thousand Dollars) to be added to the Ambulance Capital Reserve Fund previously established.

*(The Board of Selectmen recommends this Article)*

**Article 18:** To see if the Town will vote to raise and appropriate the sum of \$15,000 (Fifteen Thousand Dollars) to be added to the Assessing Capital Reserve Fund previously established.

*(The Board of Selectmen recommends this Article)*

**Article 19:** To see if the Town will vote to raise and appropriate the sum of \$8,000 (Eight Thousand Dollars) to be added to the Tech/Computer Capital Reserve Fund previously established.

*(The Board of Selectmen recommends this Article)*

**Article 20:** To see if the Town will vote to raise and appropriate the sum of up to \$25,000 (Twenty Five Thousand) to be added to the Solid Waste Disposal Capital reserve Fund previously established.

*(The Board of Selectmen recommends this Article)*

**Article 21:** To see if the Town will vote to raise and appropriate the sum of \$7,500, for the purpose of providing live musical entertainment, free, to the public, to be held at the Bethlehem Gazebo in 2018.

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

**Article 22:** To see whether the town will approve the following:

I. The board of selectmen is authorized and directed to negotiate in good faith and to execute a new host community agreement with North Country Environmental Services, Inc. ("NCES") on behalf of the town in accordance with the terms of this warrant article.

II. The host community agreement shall:

a. Provide for a 100-acre expansion of town Zoning District V

b. Result in projected revenues and financial benefits to the town totaling at least \$53,700,000 over the 20-year projected life of the NCES landfill within the expanded District V. These revenues and benefits may include, but are not limited to:

i. Free pickup and disposal of household solid waste and recyclables for residences and town buildings;

- ii. Free access to NCES's transfer station on Trudeau Road for residents and the town to dispose of solid waste except for construction and demolition debris;
- iii. Host community fees payable for each ton of waste accepted at the NCES landfill; and
- iv. Property tax payments (including town, county, and school district taxes) consistent with the methodology set by the N.H. Board of Tax and Land Appeals.

III. The selectmen shall consult with the town's counsel in negotiating the host community agreement and shall include in the agreement such additional terms as counsel deems commercially or legally reasonable and in the town's best interest.

**Article 23:** To see if the Town will vote to raise and appropriate the sum of \$3121.00 as the town's contribution to the White Mountain Mental Health and Common Ground, programs of Northern Human Services, serving the mental health and developmental service needs of Bethlehem residents.

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

**Article 24:** To see if the Town will vote to appropriate the sum of five thousand five hundred dollars (\$5,500) to Grafton County Senior Citizens Council, Inc. through the Littleton Area Senior Center and the ServiceLink Resource Center for services for Bethlehem residents in 2018. These services include congregate meals, home delivered meals, transportation, outreach support, ServiceLink Support, and more. In FY2017, the Littleton Area Senior Center provided services for 150 Bethlehem residents, and ServiceLink provided services for 78 residents. The cost of providing these services was \$84,579.36.

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

**Article 25:** To see if the Town will approve the following: **Any new or modified host-community agreement with North Country Environmental Services, Casella Waste Systems Inc. or a subsidiary approved by the Select Board must also then be approved by the town's voters.**

**Article 26:** To see if the Town of Bethlehem will vote to raise and appropriate the sum of \$500.00 for the purpose of providing funding to the Tyler Blain House Homeless Shelter.

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

**Article 27:** To raise and appropriate the sum of \$7,200.00 for Tri-County Community Action Grafton County for the purpose of continuing services of the Fuel Assistance Program for the residents of Bethlehem.

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

**Article 28:** To see if the Town of Bethlehem will vote to raise and appropriate the sum of \$3000.00 (Three Thousand Dollars) in support of the Tri County Transit Bus Services.

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

**Article 29:** To see if the Town will vote to accept the road system known as Upper Valley Road and perform routine yearly maintenance including winter clearings. Understand that

the road has been approved by the Bethlehem Planning Board, that it meets both Town and State specifications, that it has been inspected by a certified engineer and that currently there are three homes located on the road. If this article is approved, the operating budget will increase by an undetermined amount.

**Article 30:** To see if the Town will vote to raise and appropriate the sum of (Five Thousand Eight Hundred Dollars (\$5,800) for Ammonoosuc Community Health Services, Inc. (ACHS). ACHS is a non-profit community health center that **provides primary preventative health care to anyone, regardless of their ability to pay.** This will help ACHS continue to provide high quality care to **1014 current BETHLEHEM patients,** as well as reach more of those in need.

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

**Article 31:** To see if the voters will vote to raise and appropriate the sum of \$2000 (two thousand) to help support Caleb Interfaith Volunteer Caregivers, that serves the needs of Seniors in the community.

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

**Article 32:** To if the Town will vote to raise and appropriate the sum of \$2,500.00 (Two Thousand Five Hundred dollars) to support the Boys & Girls Club of the North Country in order to provide a healthy, safe, and productive after school and vacation camp environment for children from Bethlehem and the local community. The Club provides a van shuttle from the school to the Club for the afterschool program.

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

**Article 33:** We the Undersigned Registered Voters of the Town of Bethlehem, NH, petition the Town to place a request from North Country Home Health & Hospice in the amount of \$4,000 on the Town Warrant. The requested funds shall be used to assist in the delivery of home health and hospice services to the residents of the Town of Bethlehem.

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

## ESTIMATED 2018 TAX IMPACT FOR WARRANT ARTICLES

WARRANT ARTICLES	Cost	Tax Impact
Street Lights	36,333	.157
<b>CAPITAL RESERVE WARRANT ARTICLES</b>		
Highway Truck	80,000	.347
Police Cruiser	23,000	.100
Police Special Equipment	3,000	.013
Fire Equipment	10,000	.043
Fire Truck	20,000	.087
Ambulance	10,000	.043
Assessing	15,000	.065
Tech/Computer	8,000	.035
Transfer Station	25,000	.108
<b>PETITIONED WARRANT ARTICLES</b>		
Grafton County Senior Citizens Council	5,500	.024
Ammonoosuc Community Health	5,800	.025
Tri-County CAP	7,200	.031
Northern Human Services	3,121	.014
Boys & Girls Club	2,500	.011
North Country Home Health & Hospice	4,000	.017
Tyler Blain Homeless Shelter	500	.002
Tri-County Transit	3,000	.013
Caleb Interfaith	2,000	.009
Gazebo Summer Concert Series	7,500	.033
		1.176
<b>Estimated cost for an assessment of \$150,000</b>		<b>\$176.46</b>

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

### ESTIMATED 2018 TAX IMPACT

	Budget	Warrant Articles	Tax Rate*
Default Budget	2,877,753	1.18	7.85
Proposed Budget	2,834,006	1.18	7.60

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



## HIGHWAY DEPARTMENT REPORT

For the Highway Department, 2017 was highlighted by the July 1<sup>st</sup> heavy rain storm. Multiple roads received extensive damage including Parker Rd, Maplewood Hill Rd, Cottage St, and Kimball Hill Rd. In materials alone, over \$17,000 was spent for repairs. The town is to receive a 75% reimbursement from FEMA which encompasses the cost of equipment and personnel. Thank you EMD Jack Anderson for all his effort in the countless meetings and phone calls with FEMA officials.

In the past year we were able to pave more roads using a conventional asphalt paver instead of the town grader. Not only is it a better finished result, but also much quicker for the amount of asphalt we can put out in a day. In-town streets included Cemetery, Noyes, Blandin, Harrigan, Doris and Edelweiss St. Portions of South Rd, Whitcomb Hill and Beech Hill roads were the larger paving projects out of town.

I would like to thank Chris Brousseau, Rick Robie, Tom Hampson, Jon Wright, and Sean Moran for there flexibility and willingness to work around setbacks the department experienced. Scheduled time off was changed on more than one occasion due to storms, injuries or family related emergencies. Everyone is fine, thankfully.

Thank you to the Select Board and Office Personnel for there help and continued support.

Lastly, a special thank you to all the citizens of Bethlehem for taking the time to wave and say thank you to the crew of this department.

Respectfully,  
Brett Jackson  
Road Agent

## RECREATION DEPARTMENT REPORT

2017 has been a period of transition in the Recreation department. Fortunately, we have had strong leadership during those transition periods and have maintained the high levels of service we are known for. Our former recreation director left his position in May and the new director didn't start until July. Elizabeth Ho Sing Loy was appointed interim Recreation Director and started immediately. The summer program was a success with no lapse in service. Elizabeth stayed on in her position with the new director starting in July to help train and transition him into the new position. Without her help the transition would not have been as smooth.

This year we were able to implement an online payment and parent portal to our after school program. This has led to an increase in efficiency in payment collection for the programs and an increase in convenience for the parents. The skate park had another successful summer in the ice skating rink and with the help of Derek from the Village District we were able to flood the skating rink and continue our winter tradition of ice skating in Bethlehem.

### 2017 Recreation Department Enrollments:

<u>Youth Sports</u>	<u>Summer Camp</u>	<u>After School</u>
Baseball 33	20 Registered	49 Registered
Soccer 67		
Basketball 3		

### 2017 Summer Pool Season Figures:

#### Season Pass holders:

41 Families  
12 Individuals  
173 total people

### American Red Cross Swim Lessons:

83 swimmers took place in lessons over the course of 3 sessions. The majority of the swimmers participated in all 3 sessions. Lessons included Parent & Child, Preschool, and Learn to swim levels 1-5.

26 Public participants from the following towns: Bethlehem, Littleton, Berlin, Franconia, Twin Mountain, Whitefield, and Wells River VT.

16 From the Bethlehem Recreation Summer Camp

30 From the Lafayette Summer Camp

### Swim Team:

20 youths joined the team from age 8-17 years old. They competed in the North Country Summer Recreation League. There were 4 meets, 1 of which was hosted at the Bethlehem Town Pool. The Swim Team parents supplied baked goods for sale during the home meet and the back to school party. They performed set up, hosted the bake sale, and cleaned up after the events. We couldn't do it without their involvement.

Junior Lifeguards:

Bethlehem has 5 junior lifeguards volunteering on staff. 4 passes the American Red Cross Junior Lifeguard course. 4 passed the American Heart Association Heartsaver First Aid, CPR & AED course. 3 Jr Lifeguards earned a “Bethlehem Town Pool Jr. Lifeguard” t-shirt after completing 25 hours of service. 2 Jr Lifeguards earned a “Bethlehem Town Pool Jr. Lifeguard” sweatshirt after completing another 25 hours of service after which they are eligible for a paid position.

WSI-Aide (Water Safety Instructor/Swim Teacher):

3 passed the American Red Cross WSI-Aide course and volunteered 20+ hours for swim lessons/swim team.

Pool Staff:

1 Aquatics Coordinator	0 Head Lifeguard
6 Lifeguards	4 Lifeguard Subs
3 Paid Jr Lifeguards	8 Volunteer Junior Lifeguards
1 Head Swim Coach	2 Assistant Swim Coaches
2 Certified Water Safety Instructor	3 Certified Water Safety Aides (volunteers)

I’d like to take this time to introduce myself and give you a little background on your new recreation director. My name is Tim Fleury and I’ve lived in Bethlehem since 2013 with my wife Kathryn. We welcomed our first child, Fisher, into our home in 2016. I am a graduate of Lyndon State College with a bachelor’s degree in ski area management with a minor in business. For the last 8 years I have worked at the Bretton Woods ski area in various positions. I am looking forward to working with the residents of my town to build the program and increase our offerings. I thank all of the families and individuals that have made me feel welcome in my new position.

Respectfully submitted,  
Tim Fleury

## **DIRECT ASSISTANCE REPORT**

The Town of Bethlehem Welfare Office provides assistance to individuals, families and households who lack adequate resources to meet their basic needs. We direct those in need to other resource agencies for services as well. The goal is to assist those in need and promote self-reliance, independence and self-sufficiency.

In 2017 the Bethlehem Welfare Office provided assistance to 13 families.

- 13 payments towards rent
- 2 payments for electricity
- 2 payments for heating oil
- 1 payment for prescription medication
- 2 payments for cremations

Tri-County CAP Homeless Outreach and Fuel Assistance Programs have been a huge asset to the Welfare Office due to the assistance they provide to our clients.

The Food Pantry provided food for 6,165 meals for 2017. The Food Pantry is funded through cash and food donations from residents and area businesses. The donations are able to help supplement what is received from USDA with items such as soap, toothpaste, toilet paper, butter, eggs, cheese, ketchup, mayo, jelly, etc. The Food Pantry provided Thanksgiving baskets for residents who frequent the Food Pantry on a regular basis.

A special thank you to our volunteer Pat Wilcoxson, and Guy Kerstetter who continues to donate Pepperidge Farm bread and bagels.

Respectfully submitted,  
April Hibberd  
Administrative Assistant

## **PLANNING BOARD REPORT**

2017 was a busy and productive year for the Planning Board. The Planning Board had a number of applications for subdivisions, lot line adjustments, conceptals and site plan reviews. The first major business of 2017 was the public hearing for two warrant articles relating to redistricting of lots owned by NCES and a host community agreement with NCES. In January, the board also held a site plan review for the Tri-CAP Friendship House for the construction of a new facility on their current site. In March, we held public hearings for the Dollar General store on Main Street near Cherry Valley Road. Many citizens attended and shared their concerns as well as support. This past November, the Presidential Mountain Resort, LLC (Hilton Extended Stay) at Baker Brook project was approved. It was a pleasure to have so many community members come to the public hearing to support this major project. In addition to these major projects, the Planning Board waived Site Plan Review for Les Fauves donuts, Rek-Lis Brewing on Main Street and Mountain Creek Yoga on Maple St. The Planning Board also completed inspections of the four commercial gravel pits in town.

After the two-year review and approval of the Master Plan in 2016, the board took on the project of reviewing the complete subdivision and site plan regulations. Public hearings were held to update these regulations. With applications before the board in previous years, it was evident that the Planning Board regulations were outdated and ambiguous. The efforts made by the Planning Board resulted in regulations that are now updated and aligned with the town ordinances and Master Plan.

The Planning Board meets the second and fourth Wednesday of each month. One of the responsibilities of the Planning Board is to review new building projects in town. Please consider presenting your building and land development plans to the board as a conceptual plan. There is no cost for the conceptual, and we can provide assistance in assuring that your project meets regulations.

Respectfully submitted,  
Michael Bruno  
Planning Board Chair

## **BETHLEHEM COUNTRY CLUB REPORT**

The Bethlehem Country Club started the season with the goal of continuing to offer an outstanding experience to golfers while also looking at ways to improve. In March, Matt Courchaine was hired for the position of General Manager. Matt had been the Grounds Superintendent at BCC for the past four years and previously worked at the Mount Washington Hotel for fifteen years in food service management, Waumbek Golf Course in Jefferson, and World Woods Golf Club in Florida. Working as the manager for all aspects of the Country Club, Matt hit the ground running and diligently worked all season to advance BCC's restaurant, pro-shop and grounds.

The spring started slow, with weeks of cool and rainy weather that kept user numbers down. As the season progressed the weather improved, and the hard work of the grounds crew took hold. The greens shaped up nicely, the course was playing well, and the number of rounds played steadily increased.

A number of successful tournaments were held at the Country Club such as the Snowball Tournament, The Colonial Benefit Tournament, The Benefactors Tournament, and the President's Cup. Some of these tournaments were aimed at raising funds for improvements to the Country Club, and specifically improvements to the Club House. Clare Brown, Sandy Laleme, and Jane Storella had a hand in raising over \$2,000 to put towards a large fundraiser for the 2018 golf season that will help with renovation work.

Improvements to the Club House continued to be made this season as well. Of significance was the completion of a five year plan to update wiring in the building. Preliminary 2018 plans include painting the Club House, continuing to improve the greens, updating some of the golf carts, and continuing to find innovative ways to market play on the Donald Ross course.

Overall it was a busy and productive season. We look forward to a successful 2018 and to celebrating the 120th anniversary of golfing at the Bethlehem Country Club!

Respectfully submitted,  
The Bethlehem Board of Selectmen

## **REVOLVING LOAN FUNDS REPORT**

The Bethlehem Revolving Loan Fund was established in 1985 with funds from a Community Development Block Grant of \$250,000. The grant has enabled BRLF to grant loans to individuals for the “revitalization” of Bethlehem’s Main Street.

In 2017, we granted a façade improvement and one of the business loans that was approved by NCIC paid their loan off in full. We currently have 4 active loans with a total loan balance of \$97,259.94. All of these loans are performing in a timely manner.

We encourage you to contact NCIC (Mark Butterfield @ 802-748-5101) should you have questions about a business loan. He will gladly talk to you about the process of obtaining a loan.

The BRLF committee reviews applications for a façade improvement. The Board of Selectpersons will make the final decision upon the referral of this committee.

Please feel free to contact one of us or NCIC should you have any comments or questions.

BRLF committee,  
Carol Boucher  
Ronney Lyster  
Joyce Presby

## BRETZFELDER MEMORIAL PARK COMMITTEE REPORT

Since 1979 Bethlehem residents have enjoyed Bretzfelder Memorial Park for hiking, picnicking, snowshoeing, X-country skiing, or just sitting by the pond or under the “Big Pine Tree” enjoying the song of birds, owls, woodpeckers, “peepers” or nature’s quiet. Since the 1982 Town Meeting the Bretzfelder Memorial Park Committee has worked, in conjunction with the Society for the Protection of New Hampshire Forests, as stewards to maintain the trails, ponds and buildings for the continued education, safety and beauty of the park.

Projects this year included laying new flooring in the women’s bathroom and the classroom. Anti-slip treatment was added to the bridges. Emergency repairs were made to the trails and bridges following the July flooding.

Every year we have hosted a troop of Boy Scouts for a Winter Camping Adventure (although regular camping is not allowed), and several students from the White Mountain School join committee members, and school staff to clean up brush, blow-downs and clear the trails to prepare for our summer visitors.

Our trails are diverse and, generally, not too long or strenuous:

- Wildlife Habitat Trail (1.5 miles): Meanders through woods and past the small pond.
- Nature Trail (0.4 miles): Brings visitors to the pond and loops back to the lower parking area, with natural history interpretive signs along the way.
- Pond Loop Trail (0.75 miles)
- Ski Loop Trail (1.5 miles): A perfect loop for cross-country skiing. It wanders past the pond and through the demonstration forest maintained and managed by the Forest Society.
- Tree ID Trail (0.12 miles): Leads visitors on a stroll of the Park, past markers sharing information about a dozen tree species growing here.

As always, we held our February and August nature programs, which included presentations about owls, coyotes, bears (oh, my!), and the Ammonoosuc River. These are presented, free of charge, during four Wednesdays in February and in August. Scheduled for this August:

August 1: Music and Pizza (starting at 6:00 pm)

August 8: Squam Lakes Nature Center (a perennial favorite)

August 15: Dave Govatski—Tree ID

August 22: Linnea Manley—Geology for Kids

Look for details as the dates get closer. All August programs are geared toward children of all ages, so bring the family.

The Park is located on Prospect Street, about one mile from Route 302. It is open from dawn to dusk every day of the year. Follow us on Facebook

**Remember: Bretzfelder Memorial Park is Bethlehem’s Park!**

The Bretzfelder Memorial Park Committee:

Nancy Czarny, Chair

Elizabeth Carter, Vice Chair

Ann Gruczka, Secretary

Nigel Manley

Julie Yates

Marilyn Johnson, Conservation Commission rep.

David Wiley, Planning Board rep.

Linda Moore, Select Board rep.

Tanya Tellman

## BETHLEHEM HERITAGE SOCIETY REPORT

Plymouth State Students from Professor Bornstein's Public Health and History class came to the museum in March to research the history of "Hay fever". The project, "Heyday of Hay fever" was exhibited at the Museum of the White Mountains in Plymouth in May. After the exhibition, the project was donated to the Heritage Museum to display.

The "Summer Camps: The White Mountains Roots of an Iconic American Experience" exhibit was also on display this spring at the Museum of the White Mountains and Heritage artifacts from the Maplewood Caddy Camp were on display.

Bethlehem Art Walk/ Old Home Day August, 12<sup>th</sup> 2017. The Heritage Society entered a float depicting Mt. Agassiz with our prestigious artist in residence, Paul Hudson painting and in conversation with Thelma Burlock. The theme was Art in the White Mountains. We were fortunate to have Doug Waites and his antique tractor pulling us along.

Road trip to Rauner Library, at Dartmouth College in Hanover in May to research George Richardson's Survey maps of the Bethlehem area. Also viewed were four scrapbooks of Hattie Taylor's on Bethlehem history.

The July flooding took a toll on the Heritage building by flooding the downstairs with 3 inches of water! Many hours of drying, moving of artifacts was done by Carole Hammarberg, Thelma Burlock, Linda Herrman, Fay Lloyd, Marie Brockway and Paul Hudson. As of December 31, 2017 we have a new floor and carpet and are in the process of moving back into the space. Thanks to all who helped with the cleanup and repair!

The 50/50 raffle sponsored by the Heritage Society was again successful. Thanks to all who participated and to those who faithfully ran the raffle.

In September the Nutshell Study diorama, "Sitting Room and Woodshed", which is on loan to the Heritage from the Society for the Protection of NH Forests, was transported to the Renwick Gallery, Smithsonian American Art Museum, to be on exhibit with the other eighteen remaining Nutshell studies. The exhibit opened on October 19<sup>th</sup> and ended On January 29<sup>th</sup>, 2018. It will be returning to the Heritage for your viewing pleasure.

We met and talked with the N.H. Division of Historic Resources regarding the Culvert replacement project on Main St. Conversation centered on the historical significance of the area and how that is to be preserved.

Our annual tag sale was held on September 2<sup>nd</sup>. It was successful and thanks to all who worked, came and went away with a treasure.

In August we had a visit from the Glessner House Museum docents of Chicago, Ill. Twenty four docents along with William Tyre, curator of Glessner House Museum visited our Museum and were given a tour. They also went to the Maple St. Cemetery to view the Glessner burial Plot.

Heritage members attended the Humanities to Go Program at Bath Public Library, featuring Bryant Tolles, author of **The Grand Hotels of the White Mountains**. It was very informative.

In October, Profile Jr. /Sr. HS English Class students, under the direction of Mrs. Innes, came to the museum to research local topics they had chosen to write about. All were interested in the museum and some came back for an extended visit.

The Turner Tavern Coach is now back in NH after being purchased by Seton Marshall of North Conway. It was previously in New York State. We have an invitation to go and view it and will do so in the spring. Charley Brooks was instrumental in gathering this information and the invitation.

Christmas in Bethlehem on December 2<sup>nd</sup> brought Santa to the Heritage Society for the day. He was a popular attraction with approximately 60 children visiting. The Memory and Veteran's tree ceremony also took place on December 2<sup>nd</sup> at 4 pm and was well attended.

Paul Hudson continues to do research at the Littleton Library reading the old Littleton Couriers and coming up with historical data and stories.

Website: [www.bethlehemheritagenh.org](http://www.bethlehemheritagenh.org). Please visit our website. It has a time line of the history of Bethlehem. Added this year is 16 oral histories.

Our thanks to the town of Bethlehem, Select Board and the people of Bethlehem for supporting the Bethlehem Heritage Society and museum.

Respectfully submitted,  
Board of Directors, Bethlehem Heritage Society

## **VISITOR CENTER REPORT**

The Bethlehem Visitor Center welcomed over 821 people during the 2017 season, May through October.

Folks from Argentina, Germany, Australia as well as many of the 50 states signed the guest book. We sent out 24 information and 5 relocation mailings, and helped with people's daily vacation plans of where to go and what to do. Hiking was number one this year.

The July 1<sup>st</sup> rain storm flooded our lower level caused significant damage and rendered our public restroom out of service for the remainder of the season. After much deconstruction and reconstruction, the lower level is back to pre-flood condition. We are grateful to all who worked on the project.

We thank the town Select Board and the Bethlehem Community for your continued support.

Bethlehem V.C. staff,  
Carole Hammarberg  
Fay Lloyd

## BETHLEHEM CONSERVATION COMMISSION REPORT

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

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

In 2017, the Conservation Commission:

- Held its Annual Roadside Clean-up in May, collecting a half ton of debris from the roadside.
- Contributed \$500 to help defray expenses for Bethlehem Elementary School students to attend a conservation-related field trip to NOAA institute in the Gulf of Maine.
- Submitted pre-file testimony for Northern Pass hearings. Member Cheryl Jensen and former Selectboard member Sandy Laleme testified at the Northern Pass hearings to ensure Bethlehem was represented.
- Reviewed wetlands applications for the Rushing Water Subdivision, Dollar General and Lloyd's Hill Development.
- Encouraged a vernal pool study and an on-site conservation easement at the Lloyd's Hill Property.
- Hosted Plymouth State, NH Fish and Game, and Trout Unlimited for an informative presentation reviewing the findings of their stream crossing study, Ammonoosuc River Stream Crossing Assessment Project.
- Member Lindsay Webb met with UNH Cooperative Extension Forester Jim Frohn regarding the Town Forest.
- Marilyn Johnson continued to serve on the Ammonoosuc River Local Advisory Committee. She is looking to step down from this appointment and would encourage anyone who is interested in being appointed to this position to contact the Conservation Commission.

Looking to the new year the Conservation Commission continues to be in search of both one full time member and any number of alternate members. If you are interested in serving on the Conservation Commission, please contact Co-Chair Linda Moore for more information or come to a meeting and see what it's all about.

Cheryl Jensen, Co-Chair  
Linda Moore, Co-Chair

## AMMONOOSUC COMMUNITY HEALTH SERVICES REPORT

ACHS has been **providing comprehensive primary preventive health care to anyone, regardless of their ability to pay since 1975**. Support from the **Town of Bethlehem** is extremely important in our continued efforts to provide affordable health care services to the 26 rural towns in our service area. Our sliding fee scale for payment of services provides a vehicle for uninsured and underinsured patients to get the health care they need in a timely manner. Keeping just one patient out of the ER could save taxpayers \$1,500 -\$2000 (average cost of an ER visit).

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

### Services Provided

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

### ACHS Statistics (FY 2016-2017)

- Number of Unduplicated Clients Served: Medical 9,450, Dental 1,234, Behavioral 539, Enabling 65, Vision 143
- Number of Visits: Medical 32,810, Dental 3,904, Behavioral 3,559, Enabling 95, Vision 160
- Client/Payor Mix: 14.5% Medicaid, 22.8% Medicare, 10.5% Uninsured, 47.2% Insured
- Value of free medications provided to our patients: \$272,371
- Value of discounted health care services provided to our patients: \$1,061,670 total; Medical \$360,166, Dental \$456,205, Behavioral Health \$15,614, Pharmacy \$229,684

### Town of Bethlehem Statistics

- Total # of Patients – 1014
- Total # of Medicaid Patients – 114
- Total # of Medicare Patients – 221

- Total # of Self-Paying Patients – 45
- Total # of Sliding Fee Scale Patients – 47

Respectfully Submitted,

A handwritten signature in cursive script, reading "Edward D. Shanshala II".

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

## **BOYS AND GIRLS CLUB OF THE NORTH COUNTRY REPORT**

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

The BGCNC serves over 200 members of the community with three programs: a daily afterschool program serving 100+ members annually with an average of 60 daily, all day vacation camps during school vacations, and in partnership with a local school, the children are offered a chance to spend time at the Club as their winter program activity. Some of the programs that we've implemented are:

- ◆ Smart Girls which helps girls develop and adopt healthy attitudes and lifestyles.
- ◆ Triple Play which improves members' knowledge of healthy habits, good nutrition and physical fitness.
- ◆ Power Hour which helps young people develop academic, behavioral and social skills through homework completion. Our goal is to continue offering programs that build character, leadership and life skills.
- ◆ Torch Club which teaches youth leadership skills.
- ◆ We also have several collaborative activities with organizations such as Copper Cannon Camp, Appalachian Mountain Club, Littleton Studio School, North Country Health Consortium, North Country Climbing Center and The White Mountain Science Institute.

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

In a NH statewide survey of Boys & Girls Club alumni:

- ◆ 66% said the Club saved their life.
- ◆ 95% said their participation helped develop a sense of responsibility to give back.
- ◆ 95% believe the Club helped them gain self-confidence.
- ◆ 96% said helping others is a priority.

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

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

## CALEB CAREGIVERS REPORT

Caleb Caregivers is a small non-profit out of Whitefield NH that has been helping enhance independent living for seniors in the North Country since 1995. We have a small office in the McIntyre School apartments with one full-time Executive Director, one part-time Transportation Coordinator, and one part-time Administrative Assistant who is employed through Operation ABLE. At this time we serve 8 towns; Lancaster, Whitefield, Groveton, Jefferson, Dalton, Carroll, Bethlehem and Littleton. We hope to expand to other towns in the future.

In 2017, we have served approximately 150 clients with the help of our 55 volunteers. These volunteers have taken approximately 1,400 trips, traveled over 19,000 miles and spent almost 2,500 hours of their free time helping local seniors. While we have made a lot of progress this year including taking on 15 new clients, we still have 33 seniors waiting to receive our services. To help meet the demand for our services, please consider volunteering even one hour a month to help a local senior.

We are so grateful for our volunteers who work tirelessly and without complaint, and to the local towns; churches and individuals who help keep our organization running with their generous financial support.

If you have any questions or would like to be a volunteer, please call us at 837-9179 or email us at [calebcaregivers@gmail.com](mailto:calebcaregivers@gmail.com).

We thank you for your continued public support. Without your support, we would not be here.

## GRAFTON COUNTY SENIOR CITIZENS COUNCIL, INC. REPORT

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

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

During 2016-17, 150 older residents of Bethlehem were served by one or more of the Council's programs offered through the Littleton Area Senior Center or RSVP. Seventy-eight Bethlehem residents were served by ServiceLink:

- Older adults from Bethlehem enjoyed 1,256 balanced meals in the company of friends in the Littleton center's dining room.
- They received 4,256 hot, nourishing meals delivered to their homes by caring volunteers.
- Bethlehem residents were transported to health care providers or other community resources on 1,707 occasions by our lift-equipped buses.
- They received assistance with problems, crises or issues of long-term care through 72 visits with a trained outreach worker and 205 contacts with ServiceLink.
- Bethlehem's citizens also volunteered to put their talents and skills to work for better community through 2,311 hours of volunteer service.

The cost to provide Council services for Bethlehem residents in 2016-17 was \$84,579.36.

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

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

Roberta Berner,  
Executive Director

## NORTH COUNTRY COUNCIL REPORT

As the Regional Planning Commission serving 51 municipalities and 25 Unincorporated Places of Northern New Hampshire, North Country Council continues to move forward as a proactive resource for our communities, partners and the region, providing professional economic development, community, regional, transportation and solid waste planning services to serve your needs. Here are some of the highlights from the past year:

- Continue to play a key role in the administration and compliance of federal regulations for funding received for infrastructure improvements at the former Wausau paper mill site in Groveton.
- Completed a pedestrian and bicycle improvement plan for the Town of Littleton.
- Assisted the Town of Plymouth with updating their Master Plan.
- Assisted Mountain Lakes with updating their Master Plan.
- Provided grant writing and technical assistance to assist communities, highlight of this work is the awarded \$500,000 CDBG to retain and create jobs at the Friendship House in Bethlehem.
- Administered and provided technical assistance to Northern Border Regional Commission (NBRC) grants within the region.
- Coordinated household hazardous waste collection events serving 26 towns in the region.
- Assisted NH Fish & Game, Trout Unlimited, and Plymouth State University with an inventory and assessment of stream crossings in the Ammonoosuc watershed. This was the first culvert assessment that gathered data for us by all three state agencies with an interest in road crossings, Department of Transportation, Environmental Services and Fish & Game.
- Administered funds that enabled Grafton County Senior Citizens Council, Transport Central, Tri-County Community Action Program and Advance Transit to reimburse volunteer drivers for 5,549 trips provided to the elderly or disabled.
- Completed over 200 traffic counts (183 for NHDOT and 26 locally-requested counts) throughout the region to provide consistent and reliable data for use when planning infrastructure improvements.
- Completed the Corridor Management Plan for the Mountain Road Scenic Byway and assisted with implementing recommendations in four Scenic Byways in the region. Inventoried pavement condition on local roads in three communities.
- Provided member municipalities with guidance on records storage, prime wetlands designation, private development on federal land, bonding, interpretation of local regulations, and to several communities with the process for cell tower review, master plan updates and capital improvement programming. Dues provided match funding to enable some additional hands-on assistance with updates to local land use regulations, zoning amendments, downtown revitalization, and MTAG and hazard mitigation grant applications.
- Facilitated bulk purchase by communities of the NH Planning and Land Use Regulations

All of us here at North Country Council look forward to serving your community. NCC is your organization. We are dedicated to both supporting our individual members and promoting our region's success. We look forward to working with you in the months ahead.

Respectfully submitted,  
Jo Lacaillade  
Board Chair

## NORTH COUNTRY HOME HEALTH AND HOSPICE AGENCY

North Country Home Health & Hospice Agency provides quality services that include home health, hospice, nursing, rehabilitation, social services, homemaking and long-term care in 48 towns, covering all of Coos County and northern Grafton County. **In 2017, for the Town of Bethlehem, we provided 1,200 visits with services to 70 clients (4 of which were Hospice and the remaining were Home Health and Long-Term Care clients).** We are committed to our community in that we provide community health clinics and screenings such as blood pressure checks and foot care clinics, health education programs, and a bereavement support group.

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

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

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

## NORTHERN HUMAN SERVICES DIRECTOR'S REPORT

### White Mountain Mental Health

As the safety net provider of behavioral health services for the twenty-two towns in upper Grafton and lower Coos counties, White Mountain Mental Health strives to assure that everyone in the community, regardless of income or insurance status, has access to high quality services, delivered by caring and well trained mental health professionals. Services include evaluation in crisis situations, short-term, solution-focused counseling offered to adults, children and families, comprehensive life-long supports to persons suffering from severe and persistent mental illness, and treatment focused on recovery from addiction, with a special focus on the high percentage of persons dually diagnosed with mental illness and substance abuse. Our goal is to make mental health treatment an accepted and easily accessible component of general good health.

During their lifetime, most people will experience some form of mental health crisis. As the stigma lessens, more and more people are coming forward to talk about their own experience, or that of their family members, with mental illness. Town funding means that cost will not be a barrier to receiving the care needed to return to good health. The appropriation from your town also enables us to continue to provide 24/7 emergency evaluations from all of our offices and from local hospital emergency departments. This is an expensive and critical service which helps keep the community safe.

The former Attorney General of New Hampshire, John Broderick, has been active this year in "The Campaign to Change Direction". Like nearly one person in five, Attorney Broderick's son suffers from mental illness. This initiative seeks to educate everyone to know the five signs of emotional distress. The goal is to imagine a future where people can ask for help for mental disorders as easily as they seek treatment for a physical illness or injury. We at White Mountain Mental Health stand ready to help you and your family get the support you need in your local community. **This year 540 residents of the towns served by White Mountain Mental Health received 7087 hours of service. Many of these people were in crisis and received services nights or weekends, perhaps preventing a life altering or life ending event.**

In closing, please spread the word: know the five signs which could signal a mental illness and ASK FOR HELP!

- **Personality Change**
- **Agitation**
- **Withdrawal**
- **Poor Self Care**
- **Hopelessness**

We thank you for your support which allows us to continue to provide help when the need is greatest.

Respectfully Submitted,  
Jane C. MacKay, Area Director

## **TRI-COUNTY COMMUNITY ACTION PROGRAM REPORT**

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

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

During the agency's fiscal year 2017; July 1, 2016 – June 30, 2017, Community Contact Offices throughout Coos, Carroll and Grafton Counties provided services to 6,115 households through \$4.7MM in Fuel Assistance, \$2.5MM in Electric discounts, \$767,000 in Weatherization, and \$355,000 in food value distributed to local food banks; totaling \$8.4MM in total assistance distributed to our neighbors in need. Community Contact does not charge a fee for services provided, and services are available for all income eligible households.

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

Respectfully,  
Andrea Brochu, MPA  
Energy, Elder & Outreach Services  
Division Director

Sarah Wight  
Energy Assistance Services  
Program Manager

## UNIVERSITY OF NEW HAMPSHIRE COOPERATIVE EXTENSION REPORT

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

Extension service work was impactful again this calendar year. A few highlights are:

- Jim Frohn enhanced land stewardship by conducting 48 woodlot visits, covering more than 7,000 acres.
- Geoffrey Sewake launched the First Impressions Program. The secret shopper model format engages the public, develops volunteers, creates action plans, and encourages collaboration.
- Janene Robie coordinated over 35 Master Gardeners who hosted “ask the expert” tables at educational events, and taught sessions on invasive plants, beekeeping, and more.
- Donna Lee established 7 new 4-H clubs this year with substantial member representation from Rumney, Lyme, Warren, Bath, and Haverhill.
- Lisa Ford reached over 400 youth with a six-week educational series about food groups, food safety, and physical activity. Youth enjoyed taste tests and cooking.
- Heather Bryant collaborated with colleagues in ME, NH, and VT on a multi-year high tunnel tomato nutrient and pest management study funded by the USDA.
- Michal Lunak continued his research project, funded by Tillotson Charitable Foundation. The project examines feasibility of raising dairy beef using shelled corn as a feed instead of forages.
- Jessica Sprague, Food Safety Field Specialist, left to pursue another opportunity. A search is underway for a new Field Specialist.

Respectfully submitted,  
Heather Bryant, County Office Administrator

## DEPARTMENT OF VETERANS AFFAIRS

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

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

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

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

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

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

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

Sincerely,  
Matthew J. Mulcahy  
Acting Medical Center Director

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

To the Constituents of Bethlehem,

As you determine your town and school budgets for the next year, I appreciate the opportunity to share with you some of the positive recent accomplishments of the New Hampshire legislature as well as some issues we have been addressing.

A 2 year budget was pass that did not increase taxes and fees and meets the needs of our citizens without any downshifting to towns. Health and Human Services saw an increase in their budget of 7%, more than any prior budget. The increase will provide more mental health services including aid to those struggling with drug addiction. The Business Profits Tax and Business Enterprise Tax were reduced making New Hampshire more competitive in attracting and retaining jobs and growing our economy.

Of particular note, this legislature provided \$36 million to towns in the form of road and bridge aid to help towns address infrastructure needs. Bethlehem received \$92,464.

After almost eight years a decision is near on whether the proposed Northern Pass will be constructed. From the beginning I, and many legislators, have opposed this project. Members of your community have spent countless hours researching, writing, and testifying as to why this proposal will harm the North Country. I commend and thank the many individuals in your town for all they have done to halt Northern Pass.

While I do not want to end my letter to you on a down note, it is imperative that all property owners be aware that House Bill 324 id headed to a commission to work out a compromise between towns and utilities. The utilities claim they pay too much in local property taxes which substantially increases electric rates for consumers. I have not seen any evidence of that. Many North Country towns stand to lose revenue if a compromise passes the legislature in 2019, translating into higher property taxes for local taxpayers. Please attend hearings, write letters and support your selectmen and legislators as we work to halt any legislation which would hurt local taxpayers and put pressure on school and town budgets.

As always, it is an honor to serve you in New Hampshire House of Representatives.

Sincerely,  
Rep. Brad Bailey  
New Hampshire House of Representatives  
Grafton 14  
Bethlehem, Franconia, Lisbon, Littleton, Lyman Monroe, Sugar Hill

**NORTH COUNTRY SENATOR'S REPORT**  
**JEFF WOODBURN**

It is an honor to serve as your State Senator representing District 1, which includes 58-rural, northern communities, encompassing 28 percent of the state's landmass. It is a region larger than two states and 17 foreign countries and containing fewer than twenty people per square mile.

The North Country, including the White Mountains region, has a uniquely different culture, landscape, economy and history than the rest of the state. It is my focus to ensure that State government understands this and doesn't forget us. Our needs, challenges and opportunities are different. At the top of my priority list is stabilizing our fragile economy while improving the quality of life for all our people. First and foremost, this means advocating for policies and projects that expand business and entrepreneurial opportunities that will raise stagnant wages, lift people out of poverty and instill hope and opportunity in those caught in the hold of the heroin epidemic.

We've made important, bipartisan investments that greatly benefited our region in previous legislative sessions, and I will fight any effort to repeal them. I support our continued efforts to expand access to health care, reduce the burden of uncompensated care at local hospitals, invest in local road and broadband infrastructure and build a budget that reflects the needs of rural areas. But we need to do more; New Hampshire is the wealthiest state in the country, but the North Country's medium income is higher than only two states.

The gap between the affluent and everyone else is growing. And the state continues to underfund important programs that will create an economy that works for all people, especially those in rural, often-forgotten places.

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

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

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

Regards,  
Jeff Woodburn  
North Country Senator  
30 King Square, Whitefield NH 03598  
Jeff.Woodburn@leg.state.nh.us  
603.271.3207

**BIRTHS REGISTERED  
IN THE TOWN OF BETHLEHEM  
For the Year Ending December 31, 2017**

<b>Date &amp; Place of Birth</b>	<b>Name of Child</b>	<b>Name of Father &amp; Name of Mother</b>
January 04, 2017 Littleton, NH	Ramos, Tayvien Robert	Ramos, Kelvin Rivera, Tanya
February 01, 2017 Littleton, NH	Tuite, Evelyn Anne	Tuite, Brody Tuite, Olivia
February 06, 2017 Littleton, NH	Horvath, Maddox, Steven	Horvath, Kevin Horvath, Jolee
April 28, 2017 Littleton, NH	Byrne, Samuel John	Byrne, Christopher Byrne, Robin
May 23, 2017 Littleton, NH	Carson, June Ellen	Carson, Brogan Carson, Kelly
May 30, 2017 Littleton, NH	Brown, Adler Birch	Brown, Samuel Johnson, Jennifer
June 16, 2017 Littleton, NH	Hartshorn, Skylar Rae	Hartshorn, Kevin Quintin, Taylor
July 01, 2017 Littleton, NH	Lahey, Oliver Antonio Fernandez	Lahey, David Lahey, Imelyn
July 29, 2017 Littleton, NH	Wolf, Layla Angeline	Wolf, Cory Wolf, Doina
September 01, 2017 Littleton, NH	Teegarden, Lulu Juniper	Teegarden, Theodore Meehan, Colby
September 21, 2017 Littleton, NH	Campbell-Grocock, Elowen Jade	Grocock, Michael Campbell, Brooke
October 10, 2017 Littleton, NH	Pasquino, Bentley Michael	Pasquino, Benjamin Berwick, Cassie
November 03, 2017 Littleton, NH	Alexander, Matthew Taylor	Alexander II, Lawrence Alexander, Monique

December 04, 2017  
Littleton, NH

Connell, Isabella Jayde

Connell, Michael  
Lefebvre, Cheyanne

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

Mary Jackson, Town Clerk

**MARRIAGES REGISTERED  
IN THE TOWN OF BETHLEHEM  
For the Year Ending December 31, 2017**

<b>Date &amp; Place Of Marriage</b>	<b>Names and Surnames of Participants</b>	<b>Residence of Each At Time of Marriage</b>
March 20, 2017 Bethlehem, NH	Thorne, Luke A Green, Alexandria	Bethlehem, NH Bethlehem, NH
May 06, 2017 Jackson, NH	Robinson, Katey M. Ramer, Samuel L.	Bethlehem, NH Bethlehem, NH
May 25, 2017 Walpole, NH	Wallace, Zachary J. Ocasio, Christine A.	Winchester, NH Bethlehem, NH
June 07, 2017 Lisbon, NH	Keiler, Caleb L. Ho sing Loy, Elizabeth A.	Bethlehem, NH Tampa, FL
June 10, 2017 Bethlehem, NH	Emmons, Nickolas R. Fillion, Samantha N.	Bethlehem, NH Bethlehem, NH
July 01, 2017 Lancaster, NH	Batchelder, Kristina M. Boutin, Travis, M	Bethlehem, NH Bethlehem, NH
July 15, 2017 Bethlehem, NH	Sherburn, Jodi T. Whitcomb, Mindy L.	Bethlehem, NH Bethlehem, NH
July 20, 2017 Bethlehem, NH	Hickey, Matthew T. Gallagher, Nicole L.	Bethlehem, NH Bethlehem, NH
August 12, 2017 Sugar Hill, NH	Lavoie II Leo A. Ledoux, Dawna M.	Bethlehem, NH Sugar Hill, NH
September 23, 2017 Bethlehem, NH	Kinerson, Cameron J. Natola, Caitlyn M.	Bethlehem, NH Bethlehem, NH
October 22, 2017 Bethlehem, NH	Sherbinski Jr. Thomas P. Wolcott, Cindy M.	Bethlehem, NH Bethlehem, NH
November 16, 2017 Lancaster, NH	Beland, Derek A. Humphrey, Michelle A.	Bethlehem, NH Jefferson, NH

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

Mary Jackson, Town Clerk

**DEATHS REGISTERED  
IN THE TOWN OF BETHLEHEM  
For the Year Ending December 31, 2017**

<b>Date &amp; Place Of Death</b>	<b>Name &amp; Surname Of Deceased</b>	<b>Name &amp; Surname Of Father</b>	<b>Maiden Name Of Mother</b>
February 03, 2017 Littleton, NH	Blanchard, Elizabeth	Westover, William	Wright, Alfreda
February 09, 2017 Littleton, NH	Laleme, Gary	Laleme, Earl	McKay, Mary
February 28, 2017 Lancaster, NH	Mayers, Michael	Mayers, Bertram	Mayers, Aline
March 05, 2017 Bethlehem, NH	Wennrich, Timothy	Wennrich, Anthony	Steigman, Clara
April 12, 2017 Bethlehem, NH	Trombley, Louise	Brooks, John	Huntoon, Lucie
May 01, 2017 Littleton, NH	Robinson, Lucius	Robinson, Lucius	Ball, Helen
May 04, 2017 Lancaster, NH	Partington, Pauline	Banyacski, Paul	Toth, Ethel
May 24, 2017 Lancaster, NH	Donovan, Carolyn	Walsh, William	Sullivan, Lillian
June 02, 2017 Whitefield, NH	Miller, Theron	Miller, Warren	Delage, Alice Yvonne
July 09, 2017 Bethlehem, NH	Sanborn, Gus	Sanborn, Howard	Brown, Eliose
July 10, 2017 Bethlehem, NH	Vega, Luis	Vega, Manuel	Perez, Emma
July 27, 2017 Littleton, NH	Keller, John	Keller, John	Kinc, Francese
September 24, 2017 Lancaster, NH	MacDonald, Cameron	MacDonald, David	Cady, Suzanne
October 01, 2017	Madden, Betty	Oliver, George	Hood, Phyllis

Lancaster, NH  
(Death Reg Page 2)

October 13, 2017 Grima, Carmine  
Littleton, NH

Grima, Philip

Polito, Filomena

December 16, 2017 Fernald, Paul  
Littleton, NH

Fernald, Frank

Canford, Dorothy

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

Mary Jackson, Town Clerk

**ANNUAL REPORT FOR  
BETHLEHEM VILLAGE DISTRICT**

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

**Annual Meeting Minutes for March 17, 2017**

**OFFICERS**

**BOARD OF COMMISSIONERS:**

Term Expires 2017

Richard E. Robie, Sr

Term Expires 2018

Russell P. Mardin, Jr.

Term Expires 2019

Bruce S. Brown

**MODERATOR:**

Term Expires 2017

Wayne Derby

**VILLAGE DISTRICT CLERK**

Term Expires 2017

Tina M Doughty

**TREASURE:**

Term Expires 2017

Christopher Whiton

**AUDITOR:**

Term Expires 2017

Nora Clark

**WATER & SEWER RENT COLLECTOR**

Suzanne MacDonald

Moderator Wayne Derby called the Annual Meeting of the Bethlehem Village District to order at 7:01 PM on Friday, March 17, 2017 at the Bethlehem Elementary School. Present were Commissioners Bruce Brown, Richard Robie, Sr. and Russell Mardin, Jr.

**ARTICLE 1.** Moderator Derby read the Article: To see if the district will vote to elect a Moderator for the ensuing year. Commissioner Brown moved to nominate Wayne Derby as Moderator for the ensuing year. Seconded by Commissioner Robie. Article 1 passed with no discussion

**ARTICLE 2.** Moderator Derby read the Article: To see if the district will vote to elect a District Clerk for the ensuing year. Commissioner Brown moved to nominate Tina M. Doughty as District Clerk for the ensuing year. Seconded by Commissioner Robie. Article 2 passed with no discussion.

**ARTICLE 3.** Moderator Derby read the Article: To see if the district will vote to elect a Commissioner for the term of 3 years. Commissioner Brown moved to nominate Richard E Robie, Sr. as Commissioner for a three-year term. Seconded by Commissioner Mardin. Article 3 passed with no discussion.

**ARTICLE 4.** Moderator Derby read the Article: To see if the district will vote to elect a Treasurer for the ensuing year. Commissioner Mardin moved to nominate Christopher Whiton as District Treasurer for the ensuing year. Seconded by Commissioner Robie. Article 4 passed with no discussion.

**ARTICLE 5.** Moderator Derby read the Article: To see if the district will vote to elect an auditor in accordance with RSA 41:32-a for the term of one year. Commissioner Brown moved to nominate Nora Clark as District Auditor for the ensuing year. Seconded by Commissioner Robie. Article 5 passed with no discussion.

**ARTICLE 6.** Moderator Derby read the Article: To hear reports of Officers take any action relating thereto. Said reports are available for review at the Bethlehem Village District office on Maple Street. Commissioner Brown moved to approve the reports of the Officers for the past year. Seconded by Commissioner Mardin.

**ARTICLE 7.** Moderator Derby read the Article: To see if the District will vote to raise and appropriate the sum of Eight Hundred Thirty Four Thousand One Hundred Seventy Four Dollars (\$834,174.00) for the district's operating budget as specified in the posted budget. This appropriation is exclusive of all other warrant articles.. Motion was moved to approve by Commissioner Brown and seconded by Commissioner Robie. Article 7 passed via unanimous hand vote with no discussion.

**ARTICLE 8.** Moderator Derby read the Article: To see if the District will vote to raise and appropriate the sum of Eight Thousand Dollars (\$8,000) to add to the Capital Reserve Fund established under the provisions of RSA 35:1, known as the Pickup Fund. Motion was moved to approve by Commissioner Brown and seconded by Commissioner Robie. Article 8 passed via unanimous hand vote with no discussion.

**ARTICLE 9.** Moderator Derby read the Article: To see if the District will vote to raise and appropriate the sum of Seven Thousand Five Hundred Dollars (\$7,500) to add to the Capital Reserve Fund established under the provisions of RSA 35:1, known as the Water Intake Repairs and Upgrades. Motion was moved to approve by Commissioner Brown and seconded by Commissioner Robie.

Question was presented as to if any planned upgrades, Commissioner Brown responded that not any “planned” upgrades in the works. Article 9 was then passed via unanimous hand vote.

**ARTICLE 10:** Moderator Derby read the Article: To transact any other business that may legally come before this Meeting.

Commissioner Brown noted that Joe Ducharme was here to give a project update. Joe gave a brief update on what was going on stating the project even after a late start was still projected to be completed by fall of this year (2017). No other questions/discussions.

There being no further discussion, Commissioner Brown made the motion to adjourn the meeting. Seconded by Commissioner Robie. No discussion and all in favor.

The meeting adjourned at 7:28 PM.

Respectfully submitted,

*Tina M Doughty*

Tina M Doughty, Clerk

# **BETHLEHEM VILLAGE DISTRICT PROPOSED ANNUAL MEETING WARRANT**

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

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

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

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

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

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

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

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

**ARTICLE 7.** To see if the District will vote to raise and appropriate the sum of Nine Hundred Seventy-Five Thousand Eight Hundred Eighty-Three Dollars (\$975,883.00) for the district's operating budget as specified in the posted budget. This appropriation is exclusive of all other warrant articles.

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

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

**ARTICLE 10.** To transact any other business that may legally come before this Meeting.

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

## BUDGET OF THE BETHLEHEM VILLAGE DISTRICT REVENUE

SOURCES OF REVENUE	Estimated 2017	Actual 2017	Estimated 2018
From State & Federal Governments:			
Shared Revenue	\$ 0.00	\$ 0.00	\$ 0.00
USDA Rural Development Grant	0.00	0.00	0.00
Water Pollution Grants	18,595.00	18,595.00	18,595.00
Charges For Services:			
Income from Departments	745,004.00	696,124.00	886,731.00
Miscellaneous Revenues:			
Interest on Accounts	230.00	378.00	230.00
Sale of District Property	0.00	0.00	0.00
Misc Income	0.00	12,768.00	0.00
Insurance Proceeds	0.00	0.00	0.00
Interfund Operating Transfers In:			
From H2O Maint. Fund	0.00	3,900.00	0.00
Village Dist. Pick-Up Truck Fund	0.00	0.00	0.00
Proceeds from Long-term Debt	0.00	1,659,836.00	0.00
Grant Money	0.00	1,096,314.00	0.00
Fund Balance to Reduce Taxes	0.00	0.00	0.00
Voted from Fund Balance	0.00	0.00	0.00
Total Revenues	\$763,829.00	\$3,487,915.00	\$905,556.00

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

<b>Purposes Of Expenditures</b>	<b>Warrant Article Number</b>	<b>Appro. 2017</b>	<b>Expend. 2017</b>	<b>Appro. 2018</b>
General Government:				
Executive	7	\$ 7,545.00	\$ 7,540.00	\$ 7,542.00
Financial Administration	7	30,025.00	31,770.00	29,095.00
Legal Expenses	7	200.00	0.00	200.00
Insurance-PLT	7	455.00	455.00	475.00
Audit	7	3,834.00	3,833.00	4,667.00
Highways and Streets:				
Streets & Sidewalks	7	43,881.00	35,605.00	43,978.00
Sanitation:				
Sewerage Treatment	7	160,849.00	148,199.00	161,199.00
Sewerage Services	7	92,187.00	78,689.00	98,130.00
Sewer New Construction	7	35,000.00	9,310.00	35,000.00
Water Distribution & Treatment:				
Water Services	7	239,408.00	297,733.00	237,732.00
Water Treatment	7	108,808.00	86,887.00	145,864.00
Water New Construction	7	50,000.00	49,231.00	50,000.00
Debt Service:				
Principal Long-Term				
Bonds & Notes	7	50,465.00	50,468.00	52,350.00
USDA Loan	7	0.00	0.00	59,659.00
Interest Long-Term				
Bonds & Notes	7	11,517.00	11,514.00	9,633.00
USDA Loan	7	0.00	0.00	38,609.00
Capital Project		0.00	2,878,247.00	0.00
Short Lived Assets	7	0.00	0.00	1,750.00
Vehicle Purchase		0.00	0.00	0.00
Operating Transfers Out:				
To Capital Reserve Fund				
- Pick-Up	8	8,000.00	8,000.00	8,000.00
- Water Intake	9	<u>7,500.00</u>	<u>7,500.00</u>	<u>7,500.00</u>
<b>Total Appropriations Recommended</b>		<b>\$ 849,674.00</b>	<b>\$ 3,704,981.00</b>	<b>\$991,383.00</b>

## APPROPRIATIONS AND EXPENDITURES

	Approp.	Expend.	Balance & Overdraft*
General Fund:			
Executive	\$ 7,545.00	\$ 7,540.00	\$ 5.00
Financial Administration	30,025.00	31,770.00	(1,745.00)
Legal Expenses	200.00	0.00	200.00
Insurance-PLT	455.00	455.00	0.00
Audit	3,834.00	3,833.00	1.00
Streets & Sidewalks	<u>43,881.00</u>	<u>35,605.00</u>	<u>8,276.00</u>
<b>Total General Fund</b>	<b>85,940.00</b>	<b>79,203.00</b>	<b>6,737.00</b>
Sewer Fund:			
Sewerage Treatment Plant	160,849.00	148,199.00	12,650.00
Sewerage Department Expenses	92,187.00	78,689.00	13,498.00
New Construction	35,000.00	9,310.00	25,690.00
Principal-Long Term Debt	0.00	0.00	0.00
Interest-Long Term Debt	0.00	0.00	0.00
Truck Purchase	0.00	0.00	0.00
Capital Reserve Fund (Pick-Up)	<u>4,000.00</u>	<u>4,000.00</u>	<u>0.00</u>
<b>Total Sewer Fund</b>	<b>292,036.00</b>	<b>240,198.00</b>	<b>51,838.00</b>
Water Fund:			
Water Treatment Plant	108,808.00	86,887.00	21,921.00
Water Department Expenses	239,408.00	297,733.00	(58,325.00)
New Construction	50,000.00	49,231.00	769.00
Principal-Long Term Debt	50,465.00	50,468.00	(3.00)
Interest-Long Term Debt	11,517.00	11,514.00	3.00
Truck Purchase	0.00	0.00	0.00
Capital Reserve Fund (Water Intake)	7,500.00	7,500.00	0.00
Capital Reserve Fund (Pick-Up)	<u>4,000.00</u>	<u>4,000.00</u>	<u>0.00</u>
<b>Total Water Fund</b>	<b>471,698.00</b>	<b>507,333.00</b>	<b>(35,635.00)</b>
Capital Project	0.00	2,878,247.00	(2,878,247.00)
<b>Total All Funds</b>	<b>\$849,674.00</b>	<b>\$3,704,981.00</b>	<b>(2,855,307.00)</b>

## STATEMENT OF RECEIPTS

Current Revenue:	
Property Taxes	\$86,490.00
Interest on Accounts (less bank charges & fees)	378.00
Insurance Claims and Refunds	0.00
Sale of District Property	0.00
Miscellaneous	0.00
Income from Dept	0.00
FEMA	0.00
State of NH Filtration Grant	18,595.00
Water Supply System Charges	438,780.00
Water Charges Interest and Fees	6,703.00
Water Connect Fees	0.00
Water Miscellaneous	12,768.00
Sewer Users Charges	247,217.00
Sewer Rent Interest and Fees	3,424.00
Sewer Connect Fees	0.00
Sewer Miscellaneous	0.00
Sale of District Property	0.00
Transfer from Pick Up Fund	0.00
Long-term Debt	1,659,836.00
Grant Money	1,096,314.00
Transfer from Water Maintenance Fund	3,900.00
Total Current Revenue	\$3,574,405.00

## DETAILED STATEMENT OF PAYMENTS

### GENERAL FUND

1.	Executive		
	Appropriations		\$ 7,545.00
	Expenditures		
	Salaries	\$ 6,928.00	
	FICA/MEDI/STD/LIFE	<u>612.00</u>	<u>7,540.00</u>
	Balance		5.00
	Financial Administration		
	Appropriations		30,025.00
	Expenditures		
	Bank Fees	20.00	
	Office Equipment	2146.00	
	Officers' Expenses	7,773.00	
	Office Supplies	927.00	
	Telephone	508.00	
	Education & Travel	190.00	
	Dues, Subscriptions, Ads and Notices	2,143.00	
	Misc	1,070.00	
	Salary	15,545.00	
	Health Insurance	0.00	
	FICA/MEDI	1,189.00	
	Unemployment	78.00	
	Workers Comp	181.00	<u>31,770.00</u>
	Balance		(1,745.00)
	3.	Legal Expenses	
		Appropriations	200.00
		Expenditures	<u>0.00</u>
		Balance	200.00
	4.	Insurance-PLT	
		Appropriation	455.00
		Expenditures	<u>455.00</u>
		Balance	0.00
	5.	CPA Audit	
		Appropriations	3,834.00
		Expenditures	<u>3,833.00</u>

Balance 1.00

6. Streets & Sidewalks		
Appropriations		43,881.00
Expenditures		
Sidewalk Maintenance	32,457.00	
Sidewalk Salary	2,924.00	
Sidewalk FICA/MEDI	<u>224.00</u>	<u>35,605.00</u>
Balance		8,276.00
Total General Fund		
Appropriations		\$85,940.00
Expenditures		<u>79,203.00</u>
Balance		\$6,737.00

SEWER FUND

1. Wastewater Treatment Plant		
Appropriations		\$160,849.00
Expenditures		
Lab Supplies	\$2,401.00	
Operational Contract	53,489.00	
Waste Management	660.00	
Electricity	25,921.00	
Fuel Oil & Maintenance	5,966.00	
Boiler Inspection	0.00	
Cleaning Supplies	766.00	
Alarm System Test/Calibration	627.00	
Scott Air/Fire Extinguishing	251.00	
General Maintenance	16,192.00	
Lagoon/Sewer Upgrade	25,530.00	
Chlorine	2,557.00	
Dam Registration	750.00	
Ground Water Permitting	6,523.00	
Operator Expenses	763.00	
Sludge Removal	0.00	
Outside Testing	1,977.00	
Access Road	0.00	
Rental/Expenses	<u>3,826.00</u>	<u>148,199.00</u>
Balance		12,650.00

2. Sewer Department Expenses

Appropriations		92,187.00
Expenditures		
Salaries	28,545.00	
FICA/MEDI	2,183.00	
Education & Travel	0.00	
Workers Compensation	332.00	
Health Insurance	7,136.00	
Unemployment Compensation	143.00	
Legal	0.00	
Audit	3,833.00	
Property Liability	1,708.00	
Sewer Line Install, Maintenance & Repair	0.00	
Vehicle Maintenance & Repair	514.00	
Equipment Rental	0.00	
Gasoline	792.00	
Engineering	1,198.00	
Supplies	2,372.00	
Machinery & Equipment Repair	70.00	
Refunds & Reimbursements	0.00	
Sewer Maintenance	27,671.00	
Safety Clothing & Equipment	286.00	
Miscellaneous Expenses	730.00	
Electricity Pump Station	264.00	
Building and Improvements	0.00	
Communications Expenses	<u>912.00</u>	<u>78,689.00</u>

Balance 13,498.00

3. New Construction

Appropriations		35,000.00
Expenditures		<u>9,310.00</u>

Balance 25,690.00

4. Principal - Long Term Debt

Appropriations		0.00
Expenditures		<u>0.00</u>

No Balance 0.00

5. Interest - Long Term Debt

Appropriations		0.00
Expenditures		<u>0.00</u>

No Balance 0.00

6. Truck Capital Reserve	
Appropriations	4,000.00
Expenditures	<u>4,000.00</u>
Balance	0.00
7. Expendable Trust Fund	
Appropriations	0.00
Expenditures	<u>0.00</u>
No Balance	0.00
Total Sewer Fund	
Appropriations	\$292,036.00
Expenditures	<u>240,198.00</u>
Balance	\$ 51,838.00

WATER FUND

1. Water Department Expenses	
Appropriations	\$239,408.00
Expenditures	
Salaries	\$62,066.00
FICA/MEDI	4,748.00
Workers Compensation	794.00
Unemployment Compensation	375.00
Health Insurance	21,050.00
Auditing	3,833.00
Insurance PLT	3,530.00
Legal	242.00
Engineering Services	3,595.00
Waterline Install/Main/Repair	0.00
Vehicle Maintenance & Repair	1,524.00
Gasoline	2,360.00
Communications Expense	2,285.00
Supplies	3,999.00
Water Testing	0.00
Machinery & Equipment Repair	626.00
Water Stock On Hand	30.00
Refunds & Reimbursements	0.00
General Maintenance	93,231.00
Education & Travel	0.00
Safety Clothing & Equipment	857.00
Rental	88.00
Building and Improvements	0.00

	Gale River Line Maint	1,735.00	
	Water Storm Damage	86,637.00	
	Miscellaneous Expense	<u>4,128.00</u>	<u>297,733.00</u>
	Balance		(58,325.00)
2.	Water Treatment Plant		
	Appropriations		108,808.00
	Expenditures		
	Equipment Repair	2,131.00	
	Electricity	8,482.00	
	Fuel (Propane)	11,028.00	
	Chemicals	8,942.00	
	Supplies	1,013.00	
	Water Testing	2,829.00	
	Telephone	1,121.00	
	General Maintenance	16,719.00	
	Engineering	0.00	
	Operator Expenses	1,994.00	
	Operator Contract	25,308.00	
	Sand at Filter Plant	0.00	
	Outside Labor	<u>7,320.00</u>	<u>86,887.00</u>
	Balance		21,921.00
3.	New Construction		
	Appropriations		50,000.00
	Expenditures		<u>49,231.00</u>
	Balance		769.00
4.	Principal - Long Term Debt		
	Appropriations		50,465.00
	Expenditures		<u>50,468.00</u>
	Balance		(3.00)
5.	Interest - Long Term Debt		
	Appropriations		11,517.00
	Expenditures		<u>11,514.00</u>
	Balance		3.00
6.	Truck Capital Reserve		
	Appropriations		4,000.00
	Expenditures		<u>4,000.00</u>
	Balance		0.00

7. Capital Reserve Intake	
Appropriations	7,500.00
Expenditures	<u>7,500.00</u>
No Balance	0.00
 Total Water Fund	
Appropriations	\$471,698.00
Expenditures	<u>507,333.00</u>
Balance	\$ (35,635.00)
GRAND TOTAL ALL FUNDS	
Appropriations	\$849,674.00
Expenditures	<u>826,734.00</u>
Balance	\$22,940.00

## WATER PROJECT – STATEMENT OF INDEBTEDNESS

### Union Bank

01/01/2017 Loan Balance	Principal Payment	Interest Payment	Total Payment	12/31/2017 Loan Balance
\$323,686.89	\$50,468.14	\$11,513.86	\$61,982.00	\$273,218.75

## SEWER PROJECT – PHASE III

January 1, 2017 Balance	\$ 67,898.41
Withdrawals	0.00
Income Earned and Reinvested	<u>135.92</u>
December 31, 2017 Balance	\$ 68,034.33

## WATER PROJECT

January 1, 2017 Balance	\$ 5,380.00
Deposits	4,830,150.31
Withdrawals	4,760,952.64
Income Earned and Reinvested	<u>0.00</u>
December 31, 2017 Balance	\$ 74,577.67

## WATER PROJECT ACTIVITY

Revenue budget approved at 2014 annual district meeting	\$ 3,872,114.00
Temporary NH Drinking Water State Revolving Fund:	
Prior Years' Receipts	(410,130.00)
Current Year Receipts	<u>(2,756,150.00)</u>
Balance of revenue budget remaining	<u>\$ 705,834.00</u>
Expense budget approved at 2014 annual district meeting	\$ 3,872,114.00
Prior Years Expenses	(411,386.00)
Current Year Expenses:	
Administrative Costs	(8,562.00)
Engineering	(441,323.00)
Construction	(2,412,824.00)
Interest	(8,538.00)
Legal Expenses	<u>(7,000.00)</u>
Total Current Year Expenses	<u>(2,878,247.00)</u>
Balance of expense budget remaining	<u>\$ 582,481.00</u>

**Bethlehem Town Directory**

**Government- Telephone Numbers**

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

**Government – Websites**

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

**Government – Email Addresses**

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

## Bethlehem Office Hours

### Selectmen's Office

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

### Planning & Zoning Office

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

### Tax Collector & Town Clerk's Office

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

### Library

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

### Food Pantry

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

### Bethlehem Village District

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

Meeting Times and Agendas can be found on our website at  
[www.bethlehemnh.org](http://www.bethlehemnh.org)