



**2020**

**Town of Littleton**

**Annual Report**



# TABLE OF CONTENTS

Elected Officials .....	4
Appointed Officials .....	6
Report of the Chairman of the Board of Selectmen .....	11
Report of Town Manager .....	14
Amended 2021 Town Meeting Warrant .....	16
2021 MS-636 .....	26
2021 MS-OTB .....	35
Minutes of 2020 Annual Meeting .....	40
Report of Tax Collector .....	51
Tax Collector's MS-61 .....	52
Tax Exemptions and Credits .....	58
Report of the Treasurer .....	59
Revenue Report 2020 .....	60
Comparative Statement of Appropriations .....	52
And Expenditures .....	54
Statement of Bonded Debt .....	57
Report of Trust Funds .....	58
Assessing Office .....	71
Summary of Valuation .....	72
Tax Rate History .....	73
Police Department .....	74
Fire Department .....	82
Public Works Department .....	84
Transfer Station .....	89
Planning Board .....	90
Zoning Board of Adjustment .....	90
Health Officer .....	92
Vital Statistics, Birth, Marriage & Deaths .....	93
Littleton Public Library .....	101
Opera House Report .....	103
Welfare Department.....	105
Littleton Area Chamber of Commerce .....	107
VIPS 2019 Annual Report .....	109
Pemi-Baker Solid Waste District .....	110
Contact Information .....	Inside of Back Cover

*Cover Photo: Remich Park by Carrie Gendreau*

## 2020 TOWN OF LITTLETON ELECTED OFFICIALS

### Board of Selectmen

Carrie L. Gendreau, Vice Chairman	Term Expires (2021)
Chad Stearns, Selectman	Term Expires (2022)
Roger Emerson, Selectman	Term Expires (2023)

### Moderator

Gerald Winn	Term Expires (2022)
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### Town Clerk

Judith F. White – NH Certified	Term Expires (2022)
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### Treasurer

Janet Costa (Appointed September 2020)	Term Expires (2022)
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### Supervisors of the Checklist

Janice (Jani Fillion)	Term Expires (2026)
Mary Edick	Term Expires (2022)
Mary Northrop	Term Expires (2024)

### Trustees of the Trust Funds

Christine Sheley	Term Expires (2022)
Stan Fillion	Term Expires (2023)
Lisa Beausoleil (Appointed September 2020)	Term Expires (2021)

### Park & Recreation Commissioners

Sean Doll	Term Expires (2022)
Danielle Lafitte Cook	Term Expires (2023)
Blake Roberts	Term Expires (2021)

### Library Trustees

Kim Delutis	Term Expires (2022)
Judy Jones Girouard	Term Expires (2022)
Kevin Hastings	Term Expires (2022)
Bryan Koplow	Term Expires (2023)
Judith Dean	Term Expires (2023)
Janice (Jani) Fillion	Term Expires (2023)
Dawn Marie Hatch	Term Expires (2021)
Sara MacIver – <i>Chairman</i>	Term Expires (2021)
Mary Swinyer	Term Expires (2021)

### Representatives to the General Court

Linda Massimilla	Term Expires (2022)
Erin T. Hennessey	Term Expires (2022)

### State Senator District 1

David Starr	Term Expires (2022)
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### NH District 1 Executive Councilor

Mike Cryans	Term Expires (2022)
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## 2020 TOWN OF LITTLETON APPOINTED COMMISSIONERS AND COMMITTEE MEMBERS

### Town/School Budget Committee

Steve Kelley, Chairman, Term Expires 2021	Jim McMahon, Term Expires 2022
Diane Cummings, Term Expires 2021	Michael Stevens, Term Expires 2023
Dan Stearns, Term Expires 2021	John Goodrich, Term Expires 2022 – appointed July 13, 2020
Shane Altieri, Term Expires 2023	
John Schultz, Term Expires 2023	<b>Appointments as of May 26, 2020</b>

### Planning Board

Vacant, Alternate, Term Expires 2021	Bruce Ralston, Term Expires 2023
Tony Ilacqua, Chairman, Term Expires 2021	David Polito, Term Expires 2022
Chad Stearns, Ex-Officio Appointed 3-23-20	Val Poulson, Term Expires 2022
Mary Menzies, Term Expires 2023	Milton Bratz, Term Expires 2021
Colin Trahan, Term Expires 2023	Calvin Beaulier, Alternate, Term Expires 2022
Vanessa Robbins Term Expires 2021	<b>Appointments as of May 26, 2020</b>

### Zoning Board

Jim McMahon, Term Expires 2021 <b>RESIGNED</b>	David Rochefort, Term Expires 2022
Guy Harriman, Alternate, Term Expires 2021	Aaron Giragosian, Term Expires 2022
Chris Sweeney, term expires 2023	Vacant, Alternate, Term Expires 2022
George Morgan, term expires 2023	Milton Bratz, Zoning Officer, Term Expires 2021
Eddy Moore, Alternate, Term Expires 2023	<b>Appointments as of May 26, 2020</b>

### Conservation Commission

Thomas Alt, Chairman, Term Expires 2021	Dorothy Corey, Term Expires 2022
Vacant, Expires 2021	William Nichols, Alternate, Term Expires 2022
Roger Merrill, Term Expires 2021	Gardner Kellogg, Term Expires 2022
Val Poulson, Term Expires 2023	Melanie Harkless, Term Expires 2022
Marcie Hornick, Alternate, Term Expires 2023	James Duranty, Alternate, Term Expires 2021
Taryn Casagni, Term Expires 2023	<b>Appointments as of May 26, 2020</b>

### Water & Light Commission

Schuyler Sweet, Term Expires 2021
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Peter Cooper, Term Expires 2023
Ralph Ross, Term Expires 2022

### **Opera House Management Commission**

George Mitchell, Term Expires 2021
Don Merrill, Term Expires 2021
Dan Stearns, Term Expires 2023
Dick Alberini, Term Expires 2022

### **Health Officer Department**

Milton Bratz, Health Officer, Term Expires 2022
Joanna Ray, Deputy, Term Expires 2021

### **Connecticut River Joint Commission**

Jan Edick, No Term
Jim Sherrard, No Term

### **Energy Conservation Commission** *Non Active Committee*

Ron Bolt, Term Expires 2021	Andrew Dorsett, Non-voting
Bob O'Conner, Term Expires 2021	Tom Considine, Non-voting
John Lofgren, Term Expires 2020	David Van Houten, Non-voting
Peter Cooper, Term Expires 2022	Jan Edick, Non-voting

### **River District Redevelopment Commission**

John Hennessey, Term Expires 2021	Alycia Vosinek, Term Expires 2023
Chad Stearns, Term Expires 2021	Joe DePalma IV, Term Expires 2023
Nicholas Hayden, Term Expires 2021	Andrew Lidestri, Term Expires 2022
Mary Boulanger, Term Expires 2021	Michelle Moren-Grey, Term Expires 2022
Joe DePalma Sr., Term Expires 2023	Dave Ernsberger, Term Expires 2022
Andrew Dorsett, No Term	Meg Brown, Term Expires 2023

### **Pemi-Baker Solid Waste District**

Brian Patnoe, Term Expires 2021
Andrew Dorsett, Alternate, Term Expires 2021

### **North Country Council**

Dick Hamilton, NCC Representative (no term)
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**Littleton Dog Park Committee**  
*This committee has been inactive*

Sue Pilotte, Chairman	<b>Interested Participants</b>
Kaela Ray, Secretary	Rich Larcom
Penny McKinnon Zuk	Jim McMahon
Ed Zuk	Nancy Cooper
Joan Bratz	Chris Wilkins, Parks & Recreation
Steven Kiel	
Caitlen Schrum	

**Littleton Cultural Arts Advisory Commission**  
*This committee has been inactive*

Victoria Cole, Term Expires 2021	Jennifer Fulford, Term Expires 2020
Meagan Carr, Term Expires 2021	Sue Pilotte, Term Expires 2020
Jennifer Donovan, Term Expires 2021	Vacant, Term Expires 2022
Chad Fillion, Term Expires 2021	Jason Tors, Term Expires 2022
Andrew Lidestri, Term Expires 2020	Doug Evelyn, Term Expires 2022
Dick Alberini, Term Expires 2020	

**EMS Commission**  
*This committee has been inactive*

Dr. Edward Duffy	Reverend Curtis Metzger
Georgene Novak	Rick Ball
Paul Ingersoll	Andrew Dorsett
Steve Kelly	Allan Clark
Bill Latulip	Edward Cutler
Dr. John Spicer	David Wheeler
Dr. David Hirsch	

**Safeway Routes to School Committee**

Chief Paul Smith, Littleton Police Department
Chief Joe Mercieri, Littleton Fire Department
Rick Bidgood
Sally Russell
Tom Mangles
Ron Bolt
Michelle Schaeffer



## Ammonoosuc River Local Advisory Committee

Connie McDade
Art Greene
Don Pelletier

## Cable Profile Consortium

Eddy Moore, Littleton
Author Boutin, Lisbon
Bethlehem, Vacant
Eric Meth, Franconia
Monroe, Vacant
John Colony, Sugar Hill
Rob Gauthier, Carroll
Kate Miller, Attorney

## Littleton Parking Commissioners

Nathan Karol, Chamber of Commerce, <b>Resigned</b>	Term Expires 2021
Wayne Morello, Bailywicks Restaurant , Alternate	Term Expires 2021
Tony Ilacqua, Planning Board, Alternate	Term Expires 2020
Ronald Hemenway, Former Zoning Board Member	Term Expires 2020
Vacant	Term Expires 2022
Chad Stearns	Term Expires 2021
Mary Menzies, Planning Board	Term Expires 2022
Jim McMahon, Budget Committee, ZB Member	Term Expires 2022

## APTHORPE DISTRICT COMMISSION

Herb Lahout
Allen S. Haggett
Judy Abbott
Rod Marvin
Dave Rochefort
Glen Gardner
Erin Talcott
Matt McBride
Janice Hewett
Chief Paul Smith

## **TOWN GOVERNMENT**

Town Manager, Andrew Dorsett

Executive Assistant to the Town Manager, Robin Heath

Police Chief, Paul Smith

Fire Chief, Joe Mercieri, Jr.

Public Works Director, Doug Damko

Landfill/Recycling Manager, Brian Patnoe

Parks Superintendent, Patrick Donahue

Recreation Director, Chris Wilkins

Finance Director, Karen Noyes

Executive Secretary/Welfare Director, Ceil Stubbings

Tax Collector, Amy Gonthier (NH Certified)

Planning/Zoning Administrator, Dep. Health Officer, Joanna Ray

Zoning Officer, Milton Bratz

Health Officer, Milton Bratz

Accounts Payable/Receivable Clerk, Pam Mason

Human Resources Administrator, Katie Williams

Town Clerk, Judith White (NH Certified)

Deputy Town Clerk, Belinda Larrivee

Assistant Town Clerk, Jen Rugar

Part Time Asst. Town Clerk, Vicki Potter

Opera House Manager/Community Arts, Adam Reczek

Water & Light Superintendent, Tom Considine

## BOARD OF SELECTMEN'S 2020 ANNUAL REPORT

Speaking of **20-20** .....

Steveland Morris Judkins was born at St. Mary's Hospital on May 13, 1950. He was born six weeks premature and placed in an incubator. Due to receiving too much oxygen, Steveland lost his eyesight.

From the age of two he showed interest in music. Listening to the radio, Steveland would drum along to the beat of the music using spoons as drumsticks, and pots and pans as drums.

At four, he was playing the harmonica and the piano. He was also singing in the choir at Whitestone Baptist Church. At seven, Steveland attended Michigan's School for the Blind. He was quoted as saying, ***"People at school told me I couldn't make it..... But I wanted to be a musician, and I was determined to prove those people wrong."***

At thirteen, in 1963, Steveland's first recording was a hit! It sold over one million copies and was the #1 Hit on the *Billboard Hot 100* for many weeks.

You may not have heard of Steveland Morris Judkins, but I bet you have heard of Stevie Wonder.

Although Stevie Wonder doesn't have his physical eyes and eyesight, he has something so much more treasured—he has **vision**. This vision is one of the greatest miracles guiding him through his darkest times.

As we entered January 2020, many of us were anticipating that the year held for us even more clarity, clearer vision and exciting new insights---- 20-20 perfect vision if you will. Little did we know that we were entering some of our darkest times.

Much has already been said and expressed in numerous ways about 2020.....and to say that it was a challenging year is an understatement. Many of us can remember exactly where we were when we got the news that President Kennedy was shot; when the Challenger exploded, and the devastating day of 9/11. Not to diminish the significance of the aforementioned events, however, 2020 is a year that we will remember in much the same way as these events.

Change is often synonymous with loss. There were numerous changes in 2020. Yes, and there were losses (dark times) in 2020. Loss of loved ones, financial loss, loss of some personal freedoms, loss of jobs, and loss of time with friends and family.

Running parallel to our losses were **NEW VISIONS** ---exhilarating new discoveries for families to creatively work and learn from home; innovative ways to get outside and rediscover our picturesque North Country; workplaces were transformed into a more resourceful space for production; prioritizing precious time; becoming more grateful and thankful for what we had taken for granted; restaurants found ways to get us outside—off the “eaten path”--- to enjoy our dining in a different way; In addition, we learned to get along with less; we discovered what was most important; and some of us for the first time found out who our neighbors are.

The strongest foundation of any community is its people; People with a vision; men and women who Invest financially; those who are positive influencers; and those who are encouragers. I’m proud to say that Littleton has some of the very best. Ethel Percy Andrus, a long-time educator and an elder rights activist, once said, ***“It is only in the giving of oneself to others that we truly live.”***

During the year the Board of Selectmen felt it was important to recognize some of Littleton’s unsung heroes, therefore, we created the “Citizen of the Month” award. The first one went to Jimmy Duranty for his amazing vision for keeping the Dells Park clean and safe for everyone to enjoy. Thank you Jimmy!!! The second award went to Peter Clark. Peter started out cleaning up trash around his neighborhood and then took it a step further and envisioned an even wider area to keep trash free. Thank you Peter!!! We look forward to highlighting our unsung heroes as we continue the “Citizen of the Month” award.

We owe a special debt of gratitude to those people in Littleton and other communities who have sacrificed their own health and well-being to provide much-needed services during this time. **Thank You!!**

In addition, we want to send out a big thank you to our Department Leaders: Chief Paul Smith and his team at the Police Department; Doug Damko and his team at the Highway Department; Chris Wilkins (who is now a Littleton police officer) and his team at the Parks and Recreation Department; Littleton’s newest Fire Chief Michael McQuillen and his team along with our amazing EMS team; Megan Carr and her team at the Library; The Opera House team: Adam Reczek and Sue Pilotte; Brian Patnoe and his team at the Transfer Station; Tom Considine, the Commissioners and their team at Littleton Water & Light, and for our amazing staff at the Town Office.

We are also so grateful for our volunteers that help make voting day at the polls seamless; for the volunteers that dedicate their time to the Conservation Commission, Cultural Arts Committee; Dog Park Committee; and the newly formed Apthorp Reimagined Committee.

We would also like to thank all those who are willing to invest their time and tremendous wisdom in volunteering on the Planning Board, Zoning Board, and the Budget Committee. We would like to give a special “shout out” to Steve Kelly for his 20 years as the Chairman of the budget committee and for Diane Cummings to step in as Chairman with Dan Stearns serving as Vice-Chair.

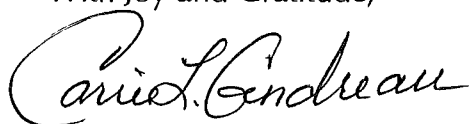
We also have tremendous gratitude for Andrew Dorsett, our Town Manager. He has had to navigate the “Littleton Ship” in all kinds of waters. Andrew will be journeying in new waters and we wish him the very best!!! **Thank you Andrew!!!**

On a personal note, I would like to thank Gerald Winn --my Dad-- for his tireless 54 years of service as Moderator and for his overall dedication to Littleton’s vision. **Thank you Dad!!! I love you!!!**

In conclusion, it’s been an honor to serve as one of Littleton’s Selectmen. I am grateful to have been mentored by Schuyler Sweet and Franco Rossi and to have served this past year with Chad Stearns and Roger Emerson. **Thank you all!!!!**

As we continue to heal--spiritually, mentally, emotionally and physically-- as a nation, state and town may our vision be even clearer than it was before we entered 2020. Let’s all press forward so that we, as a town-- like Stevie Wonder-- will continue to go on and create #1 Hits, together!

With Joy and Gratitude,

A handwritten signature in cursive script that reads "Carrie L. Gendreau". The signature is written in black ink and is positioned above the printed name.

Carrie L. Gendreau, Chairman  
Littleton Selectboard

# 2020 TOWN MANAGER REPORT

2020 was a year with plans disrupted by the COVID 19 issue. However, Littleton demonstrated its resilience and executed another successful year with continued progress and movement towards long-term stabilized growth and a continuing multi-year declining tax rate. While uncertainty was prevalent, the community has much to be proud of in a maintained strong sense of normalcy and diligence toward enacting plans and proactive approach to preparing for continued future success.

The year was planned for continuing action, forwarding the vision of this unique community with an inertia that even the current pandemic could not fully halt. This challenging year was marked by staff changes, organizational changes, project implementation, and continued design and planning developments.

In addition to addressing a growing list of challenges to Littleton's future, today's local civil servants face another challenge. In the words of another city management veteran: "This is a tough and brutal time to serve your community. The personal cost of leadership has never been so high". Public service has always been hard, but in many communities, public service has devolved from hard to brutal. While many were able to stay home during the COVID 19 pandemic, Littleton's front-line workers and support staff lived under an increased workload demands. I thank you for your patience and gratefulness for the excellent frontline workers in Littleton and those workers who support their efforts.

## ***Retirements and Staff Changes***

Chief Paul Mercieri, Littleton Fire and Rescue – After 15 years of Littleton service has retired. Chief Mercieri led the department through many transitional periods and challenging circumstances. His efforts assisted the community, increasing public safety and life safety response. His efforts most recently to assist the transition to Fire based EMS will have a lasting impact. His efforts are improving the quality of life and safety, while providing long term stability to rescue services with long term reduction of those services on the tax rate.

Karen Noyes, Finance Manager - After 18 years of dedicated service Karen has retired as Finance Manager. During her service, her dedication to creatively finding and executing cost saving measures will have a lasting impact. Her openness and desire to help anyone with anything even non-finance issues, will be missed.

Chris Wilkins, Parks and Recreation Director - Chris served as a transitional Parks and Recreation director and with his commitment to Littleton has moved to the Police Department. His creativity and can-do attitude have established a culture of responsive and burgeoning recreation options for every home in Littleton.

Susan Pilotte, Opera House Manager – Was involved in managing the Opera House for around a decade on behalf of the Littleton Chamber of Commerce and for the past several years for the Town of Littleton. Susan laid the groundwork for developing the Opera House Venue into a community based cultural arts center. As Opera House Manager she stewarded the facility with compassion and diligence.

## ***New employees joining the Littleton team in 2020***

EMS/Fire Rescue Chief – Michael McQuillen,

Lori Bolasevich – Finance Director

Opera House Manager/Community Arts Coordinator – Adam Reczek,

Human Resources Administrator – Katie Williams,



Fleet Mechanic – Bruce Russell,  
Police Officer – James Hamel  
EMS/Fire Rescue - Matt Leary, Anthony Ellingwood, and Timothy Muldoon,  
Accounts Payable/Receivables – Pamela Mason

### ***Project Status Updates***

*Ammonoosuc/Saranac Street* – This “complete streets” project funded mostly by Federal grants made strong progress including upgrades to waste and storm water infrastructure, street lighting, wide sidewalks, added parking, picnic areas, rain gardens and connections to existing downtown and river district pedestrian infrastructure.

*Broomstick Hill Road* – This FEMA funded project covered 3.3 miles of gravel road reconstruction including drainage and was completed by the Public Works department.

*Downtown Electric Vehicle Charging* – Littleton’s first EV Charging station site work was completed through partnership with the Littleton Energy Efficiency Committee.

*Littleton Rail Trail* – Phase One rails have been removed with continued work planned in 2021.

*Littleton Reconnect* – Funded by NHDOT Transportation Alternative Program (TAP) was expanded and moved towards final engineering.

*Littleton Riverfront Commons* – Continued community use expanded, moved forward by community not-profits including the Farmers Market, Upstage Players, and Main Street Inc. The project development moved through Federal required processes toward purchase and development.

*Opera House Sound* – This project is funded by a combination of warrant articles along with grants from the Neil and Louise Tillotson Fund, Eversource and USDA. A new sound system has been installed through the combined efforts of the DPW Director Doug Damko and Opera House Manager Sue Pilotte.

*Remich Park Playground* – The Community Playground was installed with Town staff and community volunteers using a combination of funds raised by warrant article and corporate and private donations.

### ***Project Design***

Various project planning efforts continued: Wastewater Treatment Plant – Asset Management Program, Dells Dam Engineering, Cottage & Mill Street pedestrian improvements, Opera House rigging and lighting, Opera House Cottage Street level redevelopment as cultural arts center, River District infrastructure improvements, Transfer Station site redesign, Casella landfill closure mitigation planning, Apthorp District comprehensive improvements, Main Street Phase Two, Remich Park infrastructure improvements, long range building, road, and equipment plans, and more.

### ***Farwell***

In 2015 the Board of Selectmen gave me the great honor and opportunity to serve Littleton as your Town Manager. I wish to thank them and all of you who have allowed me this opportunity to serve you, and I also thank you for your exemplary citizenship that has allowed this Town to become a greater, more beautiful, and a more livable community. I am grateful to have been your town manager, and friend for these past 5 and a half years.



2021  
WARRANT



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**Article 01 Election of Officers**

To choose necessary officers, including one (1) Selectman, three year term; (1) Treasurer, one year term; (1) Trustee of the Trust Funds, three year term; three (3) Library Trustees, three year terms; and one (1) Park Commissioner, three year term

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**Article 02 Zoning Ordinance**

Are you in favor of the adoption of Amendment No. 1 as proposed by the planning board for the town zoning ordinance as follows: Amend Sections 13.03 and 14.01 to provide that prior to granting a variance at least three members of the Board of Adjustment must view the property, but need not do so as a group?

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**Article 03 Zoning Ordinance**

Are you in favor of the adoption of Amendment No. 2 as proposed by the Planning Board for the town zoning ordinance as follows: Amend Section 13.03 to provide that variances shall be valid if exercised within 2 years from the date of final approval, instead of the current time limit of 1 year? This change is made to bring the ordinance into compliance with RSA 674:33.

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**Article 04 RSA 79-E Community Revitalization Tax Relief**

Shall the Town vote to accept the provisions of RSA 79-E giving the Board of Selectmen authority to grant Community Revitalization Tax Relief based on the specified areas spelled out in RSA 79-E-4 with such authority to remain in effect until rescinded? Recommended by the Selectmen 3-0. Recommended by the Budget Committee 5-0.

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**Article 05 2021 Operating Budget**

Shall the Town of Littleton 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 \$10,285,473 (Ten Million, Two Hundred Eighty Five Thousand Four Hundred and Seventy Three Dollars)? Should this article be defeated the default budget shall be \$10,022,432 (Ten Million Twenty Two Thousand Four Hundred and Thirty Two Dollars) which is the same as last year, with certain adjustments required by previous action of the Town of Littleton or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Estimated Tax Impact \$3.211 per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0.

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**Article 06 Discontinue Parking Meter Special Revenue Fund**

Shall we rescind the provisions of RSA 31:95-c to discontinue the Parking Meter Special Revenue Fund with said funds to be transferred to the town's general fund? No Tax Impact. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0.

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**Article 07 Parking Meter Special Revenue Funds**

To see if the Town will vote to raise and appropriate the sum of \$69,852 for the purpose of the Parking Meter Station Operations with \$69,852 to come from unassigned fund balance, which represents the dissolution of the Parking Meter Station Special Revenue Fund. This special warrant article per RSA 32:3VI(d) and RSA 32:7BV. Estimated tax impact of \$0.00 per Thousand. This is a



Contingent warrant article if warrant article #06 is not approved. If article #06 is approved this warrant article will be void. Estimated tax impact of \$0.000 per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0.

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**Article 08     Establish Parking Meter Revolving Fund**

To see if the town will vote to establish a revolving fund pursuant to RSA 31:95-h, for the purpose of Parking Meter Revolving Fund. All revenues received for the Parking Meter Revolving Fund from fees, charges, or other income derived from the activities or services supported by the fund will be deposited into the fund, and the money in the fund shall be allowed to accumulate from year to year, and shall not be considered part of the town's general fund balance. And, further to transfer from the General Fund unassigned Balance the amount transferred from the Parking Meter Special Revenue Fund if warrant article #06 is approved. With \$00.00 (Zero Dollars) to come from taxation. The town treasurer shall have custody of all moneys in the revolving fund, and shall pay out the same only upon order of the governing body and no further approval is required by the legislative body to expend. Such funds may be expended only for the purpose for which the fund was created which include design, engineering, repairs and improvement to Parking Lots, Parking spaces, Sidewalks, Streets, Parking Equipment, Parking Enforcement, Parking Meter supplies, and other parking lot needs. This authorization will stay in effect until rescinded. If Warrant article #06 is not approved this warrant article is void. Estimated Tax Impact \$0.00 per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0.

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**Article 09     Opera House Special Revenue Fund Operating Budget**

To see if the Town will vote to raise and appropriate the sum of \$104,511 (One Hundred Four Thousand Five Hundred Eleven Dollars) for the purpose of the Opera House Operations with \$36,202 (Thirty Six Thousand Two Hundred and Two Dollars) to come from the Opera House Special Revenue Fund, with the balance of \$68,309 to be raised by taxation. This is a special warrant article per RSA 32:3VI (d) and RSA 32:7 V. Estimated Tax Impact \$0.091 per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0.

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**Article 10     Water & Light Operating Budget**

Shall the Town raise and appropriate as an operating budget for the Water and Light Department, 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 \$9,586,612 (Nine Million Five Hundred Eighty Six Thousand Six Hundred Twelve Dollars)? Said sum to be offset by users' fees. Should this article be defeated, the default budget shall be \$10,173,380 (Ten Million One Hundred Seventy Three Thousand Three Hundred Eighty Dollars) which is the same as last year, with certain adjustments required by previous action of the Water and Light Commissioners or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Recommended by the Board of Selectmen 3-0. Recommended by the Budget Committee 5-0.

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**Article 11     Public Works Street Sweeper 3 Year Lease**

To see if the Town will vote to authorize the selectmen to enter into a 3 year lease agreement in the amount of \$291,000 (Two Hundred Ninety One Thousand Dollars) for the purpose of leasing a new Street Sweeper for the Public Works Department, and to raise and appropriate the sum of \$97,000 for the first year's payment, with \$67,000 (Sixty Seven Thousand Dollars) from taxation and \$30,000 (Thirty Thousand Dollars) to come from the Sewer Funds. Payments will be funded the



same in years two and three. This lease agreement contains an escape clause. Estimated Tax Impact \$0.090. Recommended by Selectmen 2-1. Recommended by Budget Committee 5-0.

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**Article 12 Purchase of One Ton Multi-Purpose Truck**

To see if the Town will vote to raise and appropriate an amount up to \$87,000 (Eighty Seven Thousand Dollars) for the purpose of purchasing a One Ton Multi-Purpose Truck for the Public Works Department, with \$57,000 (Fifty Seven Thousand Dollars) to come from taxation and \$30,000 (Thirty Thousand Dollars) to come from FEMA Funds. Estimated Tax Impact per Thousand \$0.076. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0.

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**Article 13 Fire Truck Replacement 5 Year Lease**

To see if the Town will vote to authorize the selectmen to enter into a Five (5) year lease agreement in an amount up to \$600,000 (Six Hundred Thousand Dollars) for the purpose of leasing 1 Fire Truck to replace a Fire Engine which is 25 years old. And to raise and appropriate \$120,000 (One Hundred Twenty Thousand Dollars) for the first year's payment. This lease agreement contains an escape clause. Estimated Tax Impact \$0.160 per Thousand. Recommended by Selectmen 2-1. Recommended by Budget Committee 4-0, 1 Abstained.

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**Article 14 Parking Improvements**

To see if the Town will vote to raise and appropriate the sum of \$150,000 (One Hundred Fifty Thousand Dollars) for the purpose of design, and construction of infrastructure for parking and associated repairs and improvements. And to authorize the Town to utilize said funds and to authorize the Town to acquire, lease, and/or swap land and/or rights of way, easements and buildings in said area without further vote of the Town for said purpose. Furthermore, to authorize the Selectmen to apply for, accept, and expend grants, donations, or other funding sources that are available for such purpose. This is a non-lapsing appropriation until December 31, 2023. Estimated Tax Impact \$0.201 per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0.

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**Article 15 Opera House Improvements**

To see if the Town will vote to raise and appropriate the sum of \$15,000 (Fifteen Thousand Dollars) for the purpose of repairs, equipment, and improvements to the Opera House Building, equipment, property, and systems. Estimated Tax Impact .020 per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 4-0, 1 abstention.

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**Article 16 Transfer Station Burn Pit Closure & Site Work**

To see if the Town will vote to raise and appropriate the sum of \$45,000 (Forty Five Thousand Dollars) to close the Burn Pit and Site Work at the Transfer Station. Estimated tax impact \$0.060 per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0.

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**Article 17 Collective Bargaining Agreement - AFSCME**

To see if the Town will vote to approve the cost item included in an MOA (Memorandum of Agreement) with the collective bargaining agreement for 2 year reached between the Board of Selectmen and the American Federation of State, County and Municipal Employees Council 93, Local 1348, which calls for the following increases in salaries and benefits at the current staffing level:



Year Estimate

2021 \$15,000

2022 \$15,450

And further to raise and appropriate the sum of \$15,000 (Fifteen Thousand Dollars) for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year.

Estimated Tax Impact: \$0.020 per Thousand. Recommended by Selectmen: 3-0. Recommended by Budget Committee: 5-0.

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**Article 18 Special Town Meeting**

Shall the Town, if warrant article #17 is defeated, authorize the governing body to call one special meeting, at its option, to address warrant article #17 cost items only? No Tax Impact.

Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0.

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**Article 19 Replace Parking Meter Heads 4-Year Lease**

To see if the Town will vote to authorize the Selectmen to enter into a 4-Year Lease agreement in an amount up to \$100,000 (One Hundred Thousand Dollars) for the purpose of replacing and upgrading the Parking Meter Heads to accept debit/credit cards. And to raise and appropriate \$25,000 (Twenty Five Thousand Dollars) for the first year's payment with said funds to come from the Parking Meter Fund (Special Revenue Fund or Revolving Fund if Article 08 passes). All remaining payments for this lease purchase to be paid out of the meter fund over the next 3 years. No Tax Impact. Recommended by the Selectmen 3-0. Recommended by the Budget Committee 4-0, 1 abstained. Requires 3/5 Vote.

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**Article 20 Unexpended Conservation Commission Funds**

To see if the Town will vote to authorize the Conservation Commission to retain the unexpended portion of its 2020 annual appropriations, said funds to be placed in the Conservation Trust Fund. The unexpended portion of the 2020 annual appropriations is \$750 (Seven Hundred Fifty Dollars) No Tax Impact. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0

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**Article 21 Public Works Infrastructure Improvements**

To see if the Town will vote to raise and appropriate the sum \$300,000 (Three Hundred Thousand Dollars) for the purpose of improvements, replacement and repair of roads, streets, sewer and sidewalks. This special warrant article will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2026 or until the project is complete, whichever is first. Estimated Tax Impact \$0.401 per thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0.

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**Article 22 Add Funds to the Public Works Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of \$1,000 (One Thousand Dollars) to be placed in the Public Works Vehicle & Equipment Capital Reserve Fund established in 2020 under the provisions of RSA 35:1 for purchasing Vehicles and Equipment for the Public Works Department or for grant match for the same purposes, with said funds to come from the unassigned Fund Balance. No Tax Impact. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0.





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**Article 23     Add Funds to the Fire Department Vehicle & Equipment Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of \$1,000 (One Thousand Dollars) to be placed in the Fire/EMS Vehicle & Equipment Capital Reserve Fund established in 2020 under the provisions of RSA 35:1 for purchasing vehicles or equipment for the Fire Department or EMS Ambulance Service vehicles or equipment, with said funds to come from the unassigned Fund Balance. No Tax Impact. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0.

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**Article 24     Capital Reserve Fund Police Department Vehicle & Equipment**

To see if the Town will vote to raise and appropriate the sum of \$50,000 (Fifty Thousand Dollars) to be placed in the Police Department Vehicle & Equipment Capital Reserve Fund established in 2020 under the provisions of RSA 35:1 for Purchasing Vehicles or Equipment, with said funds to come from taxation. Estimated Tax Impact .067 per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0.

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**Article 25     Unexpended Part Time Police Funds**

To see if the Town will vote to raise and appropriate the sum of \$4,000 (Four Thousand Dollars) to be added to the Police Department Expendable Trust Fund previously established, with said funds to come from unassigned fund balance. This sum represents the unexpended balance from the Police Departments Part & Full Time Salary lines in the 2020 Budget. No Tax Impact. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0.

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**Article 26     Apthorp Commission**

To see if the Town will vote to raise and appropriate \$15,000 (Fifteen Thousand Dollars) to establish an Apthorp Design Charrette. Estimated Tax Impact \$0.020 per thousand. Recommended by Selectmen 3-0. Recommended by the Budget Committee 4-0, 1 abstained.

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**Article 27     Replacement of Littleton Town Pool & Pump House**

To see if the Town will vote to raise and appropriate the sum of \$200,000 (Two Hundred Thousand Dollars) for design and construction of a new town pool, water activity area, and pool and pump house and furthermore to authorize the selectmen to apply for, accept and expend grants, donations, or other funding sources that are available for such purpose. Funds raised by this appropriation shall be expended only if matched by a minimum of two dollars of grants, donations or other funding sources for every dollar of this appropriation. This is a non-lapsing appropriation per RSA 32:7, VI until December 31, 2026. Estimated Tax Impact \$0.267 per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0.

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**Article 28     Chamber of Commerce Downtown Beautification**

To see if the Town will vote to raise and appropriate the sum of \$14,160 (Fourteen Thousand One Hundred Sixty Dollars) to support Downtown Beautification efforts - a partnership between the Town of Littleton and the Littleton Area Chamber of Commerce including Downtown Flowers and Holiday Decorations. Any savings realized while purchasing these items will be used for additional Chamber events/activities. Estimated Tax Impact \$0.019 per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0.



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**Article 29     Grafton County Senior Citizens Council, Inc.**

Shall the voters raise and appropriate thirty-five thousand dollars (\$35,000.00) to Grafton County Senior Citizens Council, Inc. through the Littleton Area Senior Center and the ServiceLink Resource Center for services for Littleton residents in 2021. These services include congregate meals, home delivered meals, transportation, outreach support, ServiceLink support, and more. Estimated Tax Impact \$0.047 per Thousand, Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0

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**Article 30     Boys & Girls Club**

To see if the Town will vote to raise and appropriate the sum of \$11,000 (eleven thousand dollars) to support the Boys & Girls Club of the North Country in order to provide a health, safe, and productive after school and vacation camp environment for children from Littleton and the local community. The Club provides busing from the school to the Club for the after school program, which alone costs \$18,000 a year. Estimated Tax Impact \$0.015 per Thousand. Recommended by Selectmen 2-1. Recommended by Budget Committee 5-0.

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**Article 31     Burch House**

To see if the Town will vote to raise and appropriate the sum of \$2,957.00 to support Tri-County CAP's Support Center at Burch House, a community service program provided by Tri-County Community Action Program, Inc. Estimated impact \$0.004 per Thousand. Recommended by Selectmen 2-1. Recommended by Budget Committee 5-0.

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**Article 32     North Country Home Health & Hospice**

To see if the Town will Vote to raise and appropriate \$21,500 (Twenty One Thousand Five Hundred Dollars) for North Country Home Health & Hospice Agency. The requested funds shall be used to assist in the delivery of long term care services to the residents of the Town of Littleton. Estimated Tax Impact \$0.029 per Thousand. Recommended by Selectmen 2-0, 1 Abstained. Recommended by Budget Committee 5-0.

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**Article 33     White Mountain Mental Health & Northern Human Services**

To see if the Town will vote to raise and appropriate the sum of \$9,696.00 for White Mountain Mental Health, recognizing that untreated mental illness results in loss of productivity at work, disruption to families and children, risk to the community and loss of life through suicide. Treatment works, but only if it is available and affordable. Estimated Tax Impact \$0.013 per Thousand. Recommended by Selectmen 2-1. Recommended by Budget Committee 5-0.

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**Article 34     Tri-County Cap Fuel Assistance Program**

To see if the Town will vote to raise and appropriate the sum of \$11,000.00 for the operation of Fuel Assistance Program, a community service program provided by Tri-County Community Action Program, Inc. Estimated Tax Impact \$0.015 per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0.

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**Article 35     Above the Notch Humane Society**

To see if the Town will vote to raise and appropriate the sum of \$5,000 (Five Thousand Dollars) to support the Above the Notch Humane Society with the care and feeding of stray and unwanted



animals in our area. Estimated Tax Impact \$0.007. Recommended by Selectmen 2-1.  
Recommended by Budget Committee 5-0.

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**Article 36 Ammonoosuc Community Health Services**

To see if the Town will vote to raise and appropriate the sum of Fifteen Thousand Dollars (\$15,000) for Ammonoosuc Community Health Services, Inc. (ACHS) ACHS is a non-profit community health center that provide primary preventive health care to anyone, regardless of their ability to pay. This will help ACHS continue to provide high quality care to 2,318 current Littleton patients, as well as reach more of those in need. Estimated Tax Impact \$0.020 per Thousand. Recommended by Selectmen 2-1. Recommended by Budget Committee 5-0.

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**Article 37 Pathways Pregnancy Care Center**

To see if the Town of Littleton will vote to assist Pathways Pregnancy Care Center in the amount of \$3,200 (Three Thousand, Two Hundred Dollars) to help in maintaining and increasing Pathways' Baby Boutique and Learn to Earn programs. The Baby Boutique supplies diapers, wipes, clothing, and other baby essentials to families free of charge on a monthly basis. The Learn to Earn program enables mothers and fathers who take Pathways' free parenting education and other life skills classes to earn points, which can be used to take additional items such as car seats, strollers, and Pack 'n Plays from the Baby Boutique. Learn to Earn allows clients to receive a hand up rather than just a hand out. All Pathways' services are free and confidential. Estimated Tax Impact \$0.004 per Thousand. Recommended by Selectmen 2-1. Recommended by Budget Committee 5-0.

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**Article 38 Bridge House**

To see if the voters of the Town of Littleton will vote to raise and appropriate the sum of Two Thousand Dollars (\$2,000) to help support Bridge House, Inc. Homeless Shelter & Veterans Advocacy. The requested funds shall be used to assist in the delivery of outreach services to maintain housing stability and serve homeless residents of the Town of Littleton, prioritizing for Veterans. Estimated Tax Impact. \$0.003 per Thousand. Recommended by Selectmen 2-1. Recommended by Budget Committee 5-0.

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**Article 39 Tri-County Homeless Intervention**

To see if the Town will vote to raise and appropriate the sum of \$2,957.00 to support Tri-County CAP's Homeless Intervention and Prevention Program, a community service program provided by Tri-County Community Action Program, Inc. Estimated Tax Impact \$0.004 per Thousand. Recommended by Selectmen 2-1. Recommended by Budget Committee 5-0.

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**Article 40 Tri-County Community Transit**

To see if the Town will vote to raise and appropriate the sum of \$4,000 (Four Thousand Dollars) to support Tri County Transit a community service program provided by Tri-County Community Action Program, Inc. Estimated Tax Impact \$0.005 per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0.

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**Article 41 Discontinue Opera House Management Commission**

To see if the Town will vote to eliminate the Opera House Management Commission. No Tax Impact. Recommended by the Board of Selectmen 3-0.



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**Article 42    Opposition of a New Landfill in the North Country**

Petitioned Warrant Article

To see if the Town of Littleton will vote to support the following resolution:

Whereas the North Country has been host to one of the State's largest solid waste landfills for more than three and a half decades and

Whereas the North Country has become the repository for hundreds of thousands of tons of municipal solid waste generated in Towns and Cities outside our region and state and

Whereas there are other legal, affordable and available options for waste disposal for our locally generated solid waste and

Whereas the by-products of that solid waste have for years adversely affected the water, air, and life quality for our neighbors and ourselves and

Whereas there are other legal, affordable and available options for waste disposal for our locally generated solid waste and

Whereas the communities that currently send their solid waste to be landfilled in the North Country can take responsibility for the reduction and disposal of their own waste in their own regions and

Whereas the people of the Town of Littleton over these past decades have made substantial investments in our community's health and sustainability, including recognizing and supporting the economic importance of the Ammonoosuc River, which runs right through our center, therefore

The Town of Littleton resolves that the new landfill proposed to be located in neighboring Dalton is not compatible with our vision for the protection of the Ammonoosuc River and its watershed, our shared ground water, our shared roadways, our regional environment, or the tourism businesses we depend on for our economic future.

We, the voters of the Town of Littleton, hereby resolve to oppose New Hampshire Department of Environmental Services approval of any application for another commercial landfill to be built in the North Country.

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**Article 43    Fair Nonpartisan Redistricting Resolution**

Petitioned Warrant Article

NEW HAMPSHIRE RESOLUTION FOR FAIR NONPARTISAN REDISTRICTING

By petition of 25 or more eligible voters of the town of Littleton to see if the town will vote to urge that the New Hampshire General Court, which is obligated to redraw the maps of political districts within the state following the federal census, will ensure fair and effective representation of New Hampshire voters without gerrymandering.

The record of the vote approving this article shall be transmitted by written notice from town officials to Littleton's state legislators, informing them of the demands from their constituents within 30 days of the vote.

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**Article 44    Eaton Parcel Establish a Town Forest - Eaton Parcel**

Petitioned Warrant Article

To see if the Town of Littleton will vote to establish as town forest under RSA 31:110 the following



***New Hampshire***  
*Department of*  
*Revenue Administration*

**2021**  
**WARRANT**

tract of parcel of land known as the Eaton Parcel, Littleton tax map 68 lot 28, to authorize the Littleton Conservation Commission to manage the town forest under the provision of RSA 31:112, II, and to authorize the placement of any proceeds that may accrue from this forest management in a separate forest maintenance fund, which shall be allowed to accumulate from year to year as provided by RSA 31:113.



**2021**  
**MS-636**

## Proposed Budget

## Littleton

For the period beginning January 1, 2021 and ending December 31, 2021

**Form Due Date: 20 Days after the Annual Meeting**

## GOVERNING BODY CERTIFICATION

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

[illegible]

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

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

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





**New Hampshire**  
Department of  
Revenue Administration

**2021**  
**MS-636**

**Appropriations**

Account	Purpose	Article	Expenditures for period ending 12/31/2020	Appropriations for period ending 12/31/2020	Proposed Appropriations for period ending 12/31/2021	
					(Recommended)	(Not Recommended)
General Government						
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0
4130-4139	Executive	05	\$339,446	\$285,430	\$287,261	\$0
4140-4149	Election, Registration, and Vital Statistics	05	\$252,699	\$263,600	\$269,676	\$0
4150-4151	Financial Administration	05	\$179,963	\$161,383	\$187,817	\$0
4152	Revaluation of Property	05	\$120,732	\$117,191	\$114,362	\$0
4153	Legal Expense	05	\$126,877	\$97,600	\$115,100	\$0
4155-4159	Personnel Administration	05	\$154,740	\$159,243	\$165,397	\$0
4191-4193	Planning and Zoning	05	\$88,174	\$108,075	\$108,868	\$0
4194	General Government Buildings	05	\$79,157	\$88,145	\$91,032	\$0
4195	Cemeteries	05	\$84,903	\$85,200	\$86,700	\$0
4196	Insurance	05	\$85,466	\$101,153	\$92,570	\$0
4197	Advertising and Regional Association	05	\$32,696	\$35,170	\$37,602	\$0
4199	Other General Government	05	\$35,000	\$35,001	\$40,001	\$0
General Government Subtotal			\$1,579,853	\$1,537,191	\$1,596,386	\$0
Public Safety						
4210-4214	Police	05	\$1,949,434	\$2,103,466	\$2,103,607	\$0
4215-4219	Ambulance		\$0	\$0	\$0	\$0
4220-4229	Fire	05	\$1,219,233	\$1,182,430	\$1,208,219	\$0
4240-4249	Building Inspection		\$0	\$0	\$0	\$0
4290-4298	Emergency Management		\$0	\$0	\$0	\$0
4299	Other (Including Communications)	05	\$174,998	\$209,616	\$192,073	\$0
Public Safety Subtotal			\$3,343,665	\$3,495,512	\$3,503,899	\$0
Airport/Aviation Center						
4301-4309	Airport Operations		\$0	\$0	\$0	\$0
Airport/Aviation Center Subtotal			\$0	\$0	\$0	\$0
Highways and Streets						
4311	Administration	05	\$94,003	\$103,446	\$107,205	\$0
4312	Highways and Streets	05	\$994,775	\$1,200,242	\$1,209,769	\$0
4313	Bridges	05	\$3,388	\$2,500	\$2,500	\$0
4316	Street Lighting	05	\$67,663	\$68,180	\$68,180	\$0
4319	Other		\$0	\$0	\$0	\$0
Highways and Streets Subtotal			\$1,159,829	\$1,374,368	\$1,387,654	\$0



**New Hampshire**  
Department of  
Revenue Administration

**2021**  
**MS-636**

**Appropriations**

Account	Purpose	Article	Expenditures for period ending 12/31/2020	Appropriations for period ending 12/31/2020	Proposed Appropriations for period ending 12/31/2021	
					(Recommended)	(Not Recommended)
<b>Sanitation</b>						
4321	Administration		\$0	\$0	\$0	\$0
4323	Solid Waste Collection		\$0	\$3,918	\$0	\$0
4324	Solid Waste Disposal	05	\$241,020	\$461,026	\$439,863	\$0
4325	Solid Waste Cleanup		\$0	\$0	\$0	\$0
4326-4328	Sewage Collection and Disposal		\$0	\$0	\$0	\$0
4329	Other Sanitation		\$0	\$0	\$0	\$0
<b>Sanitation Subtotal</b>			<b>\$241,020</b>	<b>\$464,944</b>	<b>\$439,863</b>	<b>\$0</b>
<b>Water Distribution and Treatment</b>						
4331	Administration	10	\$0	\$0	\$1	\$0
4332	Water Services		\$0	\$0	\$0	\$0
4335	Water Treatment		\$0	\$0	\$0	\$0
4338-4339	Water Conservation and Other		\$0	\$0	\$0	\$0
<b>Water Distribution and Treatment Subtotal</b>			<b>\$0</b>	<b>\$0</b>	<b>\$1</b>	<b>\$0</b>
<b>Electric</b>						
4351-4352	Administration and Generation		\$0	\$0	\$0	\$0
4353	Purchase Costs		\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance		\$0	\$0	\$0	\$0
4359	Other Electric Costs		\$0	\$0	\$0	\$0
<b>Electric Subtotal</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Health</b>						
4411	Administration		\$0	\$0	\$0	\$0
4414	Pest Control	05	\$720	\$2,150	\$2,150	\$0
4415-4419	Health Agencies, Hospitals, and Other		\$0	\$0	\$0	\$0
<b>Health Subtotal</b>			<b>\$720</b>	<b>\$2,150</b>	<b>\$2,150</b>	<b>\$0</b>
<b>Welfare</b>						
4441-4442	Administration and Direct Assistance	05	\$180,275	\$83,146	\$110,648	\$0
4444	Intergovernmental Welfare Payments		\$0	\$0	\$0	\$0
4445-4449	Vendor Payments and Other		\$123,310	\$123,310	\$0	\$0
<b>Welfare Subtotal</b>			<b>\$303,585</b>	<b>\$206,456</b>	<b>\$110,648</b>	<b>\$0</b>
<b>Culture and Recreation</b>						
4520-4529	Parks and Recreation	05	\$321,773	\$316,493	\$457,947	\$0
4550-4559	Library	05	\$290,453	\$288,259	\$299,222	\$0
4583	Patriotic Purposes	05	\$1,081	\$2,400	\$2,400	\$0
4589	Other Culture and Recreation		\$75,568	\$118,671	\$0	\$0
<b>Culture and Recreation Subtotal</b>			<b>\$688,875</b>	<b>\$725,823</b>	<b>\$759,569</b>	<b>\$0</b>



**New Hampshire**  
Department of  
Revenue Administration

**2021**  
**MS-636**

**Appropriations**

Account	Purpose	Article	Expenditures for period ending 12/31/2020	Appropriations for period ending 12/31/2020	Proposed Appropriations for period ending 12/31/2021	
					(Recommended)	(Not Recommended)
<b>Conservation and Development</b>						
4611-4612	Administration and Purchasing of Natural Resources		\$0	\$0	\$0	\$0
4619	Other Conservation	05	\$133	\$3,205	\$3,205	\$0
4631-4632	Redevelopment and Housing		\$0	\$0	\$0	\$0
4651-4659	Economic Development		\$0	\$0	\$0	\$0
<b>Conservation and Development Subtotal</b>			<b>\$133</b>	<b>\$3,205</b>	<b>\$3,205</b>	<b>\$0</b>
<b>Debt Service</b>						
4711	Long Term Bonds and Notes - Principal	05	\$567,984	\$1,040,999	\$940,729	\$0
4721	Long Term Bonds and Notes - Interest	05	\$50,379	\$105,923	\$68,023	\$0
4723	Tax Anticipation Notes - Interest	05	\$5,470	\$5,000	\$10,000	\$0
4790-4799	Other Debt Service		\$0	\$0	\$0	\$0
<b>Debt Service Subtotal</b>			<b>\$623,833</b>	<b>\$1,151,922</b>	<b>\$1,018,752</b>	<b>\$0</b>
<b>Capital Outlay</b>						
4901	Land		\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment	05	\$0	\$82,754	\$350,000	\$0
4903	Buildings		\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings		\$983,467	\$1,014,602	\$0	\$0
<b>Capital Outlay Subtotal</b>			<b>\$983,467</b>	<b>\$1,097,356</b>	<b>\$350,000</b>	<b>\$0</b>
<b>Operating Transfers Out</b>						
4912	To Special Revenue Fund		\$0	\$0	\$0	\$0
4913	To Capital Projects Fund		\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport		\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric		\$0	\$0	\$0	\$0
4914O	To Proprietary Fund - Other		\$279,755	\$473,858	\$0	\$0
4914S	To Proprietary Fund - Sewer	05	\$1,044,901	\$1,044,901	\$1,113,347	\$0
4914W	To Proprietary Fund - Water		\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds		\$0	\$0	\$0	\$0
4919	To Fiduciary Funds		\$0	\$0	\$0	\$0
<b>Operating Transfers Out Subtotal</b>			<b>\$1,324,656</b>	<b>\$1,518,759</b>	<b>\$1,113,347</b>	<b>\$0</b>
<b>Total Operating Budget Appropriations</b>					<b>\$10,285,474</b>	<b>\$0</b>



**Special Warrant Articles**

Account	Purpose	Article	Proposed Appropriations for period ending 12/31/2021	
			(Recommended)	(Not Recommended)
4210-4214	Police	08 <i>Purpose: Establish Parking Meter Revolving Fund</i>	\$1	\$0
4210-4214	Police	19 <i>Purpose: Replace Parking Meter Heads 4-Year Lease</i>	\$25,000	\$0
4312	Highways and Streets	21 <i>Purpose: Public Works Infrastructure Improvements</i>	\$300,000	\$0
4319	Other	07 <i>Purpose: Parking Meter Special Revenue Funds</i>	\$69,852	\$0
4520-4529	Parks and Recreation	27 <i>Purpose: Replacement of Littleton Town Pool &amp; Pump House</i>	\$200,000	\$0
4589	Other Culture and Recreation	09 <i>Purpose: Opera House Special Revenue Fund Operating Budget</i>	\$104,511	\$0
4619	Other Conservation	20 <i>Purpose: Unexpended Conservation Commission Funds</i>	\$750	\$0
4909	Improvements Other than Buildings	14 <i>Purpose: Parking Improvements</i>	\$150,000	\$0
4915	To Capital Reserve Fund	22 <i>Purpose: Add Funds to the Public Works Capital Reserve Fund</i>	\$1,000	\$0
4915	To Capital Reserve Fund	23 <i>Purpose: Add Funds to the Fire Department Vehicle &amp; Equipme</i>	\$1,000	\$0
4915	To Capital Reserve Fund	24 <i>Purpose: Capital Reserve Fund Police Department Vehicle &amp; E</i>	\$50,000	\$0
4916	To Expendable Trusts/Fiduciary Funds	25 <i>Purpose: Unexpended Part time Police Funds</i>	\$4,000	\$0
<b>Total Proposed Special Articles</b>			<b>\$906,114</b>	<b>\$0</b>



### Individual Warrant Articles

Account	Purpose	Article	Proposed Appropriations for period ending 12/31/2021	
			(Recommended)	(Not Recommended)
0000-0000	Collective Bargaining	17 <i>Purpose: Collective Bargaining Agreement - AFSCME</i>	\$15,000	\$0
4199	Other General Government	26 <i>Purpose: Aphorp Commission</i>	\$15,000	\$0
4329	Other Sanitation	16 <i>Purpose: Transfer Station Burn Pit Closure &amp; Site Work</i>	\$45,000	\$0
4445-4449	Vendor Payments and Other	38 <i>Purpose: Bridge House</i>	\$2,000	\$0
4445-4449	Vendor Payments and Other	40 <i>Purpose: Tri-County Community Transit</i>	\$4,000	\$0
4445-4449	Vendor Payments and Other	33 <i>Purpose: White Mtn Mental Health &amp; Northern Human Services</i>	\$9,696	\$0
4445-4449	Vendor Payments and Other	35 <i>Purpose: Above the Notch Humane Society</i>	\$5,000	\$0
4445-4449	Vendor Payments and Other	32 <i>Purpose: North Country Home Health &amp; Hospice</i>	\$21,500	\$0
4445-4449	Vendor Payments and Other	39 <i>Purpose: Tri-County Homeless Intervention</i>	\$2,957	\$0
4445-4449	Vendor Payments and Other	28 <i>Purpose: Chamber of Commerce Downtown Beautification</i>	\$14,160	\$0
4445-4449	Vendor Payments and Other	34 <i>Purpose: Tri-County Cap Fuel Assistance Program</i>	\$11,000	\$0
4445-4449	Vendor Payments and Other	31 <i>Purpose: Burch House</i>	\$2,957	\$0
4445-4449	Vendor Payments and Other	30 <i>Purpose: Boys &amp; Girls Club</i>	\$11,000	\$0
4445-4449	Vendor Payments and Other	29 <i>Purpose: Grafton County Senior Citizens Council, Inc.</i>	\$35,000	\$0
4445-4449	Vendor Payments and Other	36 <i>Purpose: Ammonoosuc Community Health Services</i>	\$15,000	\$0
4445-4449	Vendor Payments and Other	37 <i>Purpose: Pathways Pregnancy Care Center</i>	\$3,200	\$0
4902	Machinery, Vehicles, and Equipment	13 <i>Purpose: Fire Truck Replacement 5 Year Lease</i>	\$120,000	\$0
4902	Machinery, Vehicles, and Equipment	12 <i>Purpose: Purchase of One Ton Multi Purpose Truck</i>	\$87,000	\$0
4902	Machinery, Vehicles, and Equipment	11 <i>Purpose: Public Works Street Sweeper 3 Yr Lease</i>	\$97,000	\$0
4909	Improvements Other than Buildings	15 <i>Purpose: Opera House Improvements</i>	\$15,000	\$0
<b>Total Proposed Individual Articles</b>			<b>\$531,470</b>	<b>\$0</b>



### Revenues

Account	Source	Article	Actual Revenues for period ending 12/31/2020	Estimated Revenues for period ending 12/31/2020	Estimated Revenues for period ending 12/31/2021
<b>Taxes</b>					
3120	Land Use Change Tax - General Fund	05	\$45,130	\$13,800	\$100
3180	Resident Tax		\$0	\$0	\$0
3185	Yield Tax	05	\$18,528	\$20,000	\$16,000
3186	Payment in Lieu of Taxes	05	\$4,196,650	\$4,187,700	\$4,188,000
3187	Excavation Tax	05	\$0	\$1	\$100
3189	Other Taxes		\$0	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	05	\$62,592	\$70,000	\$70,000
9991	Inventory Penalties		\$0	\$0	\$0
<b>Taxes Subtotal</b>			<b>\$4,322,900</b>	<b>\$4,291,501</b>	<b>\$4,274,200</b>
<b>Licenses, Permits, and Fees</b>					
3210	Business Licenses and Permits	05	\$0	\$2,000	\$2,500
3220	Motor Vehicle Permit Fees	05	\$1,322,554	\$1,324,000	\$1,324,000
3230	Building Permits	05	\$10,674	\$8,600	\$11,100
3290	Other Licenses, Permits, and Fees	05	\$53,409	\$13,550	\$11,625
3311-3319	From Federal Government	12	\$101,437	\$104,721	\$30,000
<b>Licenses, Permits, and Fees Subtotal</b>			<b>\$1,488,074</b>	<b>\$1,452,871</b>	<b>\$1,379,225</b>
<b>State Sources</b>					
3351	Municipal Aid/Shared Revenues	05	\$132,868	\$122,982	\$132,868
3352	Meals and Rooms Tax Distribution	05	\$0	\$302,000	\$300,000
3353	Highway Block Grant	05	\$125,511	\$179,000	\$177,630
3354	Water Pollution Grant		\$0	\$0	\$0
3355	Housing and Community Development		\$0	\$0	\$0
3356	State and Federal Forest Land Reimbursement		\$0	\$0	\$0
3357	Flood Control Reimbursement		\$0	\$0	\$0
3359	Other (Including Railroad Tax)		\$0	\$0	\$0
3379	From Other Governments		\$691	\$40,601	\$0
<b>State Sources Subtotal</b>			<b>\$259,070</b>	<b>\$644,583</b>	<b>\$610,498</b>
<b>Charges for Services</b>					
3401-3406	Income from Departments	05,10, 08	\$757	\$9,200	\$6,202
3409	Other Charges		\$0	\$10,994	\$0
<b>Charges for Services Subtotal</b>			<b>\$757</b>	<b>\$20,194</b>	<b>\$6,202</b>
<b>Miscellaneous Revenues</b>					
3501	Sale of Municipal Property	05	\$7,426	\$5,000	\$13,600
3502	Interest on Investments	05	\$0	\$16,000	\$10,000
3503-3509	Other	05	\$60,753	\$125,250	\$69,650
<b>Miscellaneous Revenues Subtotal</b>			<b>\$68,179</b>	<b>\$146,250</b>	<b>\$93,250</b>





**New Hampshire**  
Department of  
Revenue Administration

**2021**  
**MS-636**

**Revenues**

Account	Source	Article	Actual Revenues for period ending 12/31/2020	Estimated Revenues for period ending 12/31/2020	Estimated Revenues for period ending 12/31/2021
<b>Interfund Operating Transfers In</b>					
3912	From Special Revenue Funds	05, 19, 09	\$381,632	\$381,632	\$497,936
3913	From Capital Projects Funds		\$0	\$0	\$0
3914A	From Enterprise Funds: Airport (Offset)		\$0	\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)		\$0	\$0	\$0
3914O	From Enterprise Funds: Other (Offset)		\$0	\$0	\$0
3914S	From Enterprise Funds: Sewer (Offset)	05, 11	\$1,045,401	\$1,045,401	\$1,143,347
3914W	From Enterprise Funds: Water (Offset)		\$0	\$0	\$0
3915	From Capital Reserve Funds		\$0	\$0	\$0
3916	From Trust and Fiduciary Funds		\$0	\$0	\$0
3917	From Conservation Funds		\$0	\$0	\$0
<b>Interfund Operating Transfers In Subtotal</b>			<b>\$1,427,033</b>	<b>\$1,427,033</b>	<b>\$1,641,283</b>
<b>Other Financing Sources</b>					
3934	Proceeds from Long Term Bonds and Notes		\$0	\$75,000	\$0
9998	Amount Voted from Fund Balance	07, 20, 25, 23, 22	\$0	\$0	\$76,602
9999	Fund Balance to Reduce Taxes		\$0	\$0	\$0
<b>Other Financing Sources Subtotal</b>			<b>\$0</b>	<b>\$75,000</b>	<b>\$76,602</b>
<b>Total Estimated Revenues and Credits</b>			<b>\$7,566,013</b>	<b>\$8,057,432</b>	<b>\$8,081,260</b>



**Budget Summary**

<b>Item</b>	<b>Period ending 12/31/2021</b>
Operating Budget Appropriations	\$10,285,474
Special Warrant Articles	\$906,114
Individual Warrant Articles	\$531,470
Total Appropriations	\$11,723,058
Less Amount of Estimated Revenues & Credits	\$8,081,260
<b>Estimated Amount of Taxes to be Raised</b>	<b>\$3,641,798</b>



Default Budget of the Municipality

Littleton

For the period beginning January 1, 2021 and ending December 31, 2021

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

This form was posted with the warrant on: \_\_\_\_\_

**GOVERNING BODY CERTIFICATION**

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

Name	Position	Signature

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

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

**For assistance please contact:**  
NH DRA Municipal and Property Division  
(603) 230-5090

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



**Appropriations**

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
<b>General Government</b>					
0000-0000	Collective Bargaining	\$0	\$0	\$0	\$0
4130-4139	Executive	\$285,430	\$4,576	\$0	\$290,006
4140-4149	Election, Registration, and Vital Statistics	\$263,600	\$530	\$0	\$264,130
4150-4151	Financial Administration	\$161,383	\$12,201	\$0	\$173,584
4152	Revaluation of Property	\$117,191	(\$2,000)	\$0	\$115,191
4153	Legal Expense	\$97,600	\$0	\$0	\$97,600
4155-4159	Personnel Administration	\$159,243	\$5,778	\$0	\$165,021
4191-4193	Planning and Zoning	\$108,075	\$1,401	\$0	\$109,476
4194	General Government Buildings	\$88,145	\$191	\$0	\$88,336
4195	Cemeteries	\$85,200	\$0	\$0	\$85,200
4196	Insurance	\$101,153	\$0	\$0	\$101,153
4197	Advertising and Regional Association	\$35,170	\$0	\$0	\$35,170
4199	Other General Government	\$35,001	\$0	\$0	\$35,001
<b>General Government Subtotal</b>		<b>\$1,537,191</b>	<b>\$22,677</b>	<b>\$0</b>	<b>\$1,559,868</b>
<b>Public Safety</b>					
4210-4214	Police	\$1,960,329	\$10,933	\$0	\$1,971,262
4215-4219	Ambulance	\$0	\$0	\$0	\$0
4220-4229	Fire	\$1,174,182	\$70,378	\$0	\$1,244,560
4240-4249	Building Inspection	\$0	\$0	\$0	\$0
4290-4298	Emergency Management	\$0	\$0	\$0	\$0
4299	Other (Including Communications)	\$209,616	\$0	\$0	\$209,616
<b>Public Safety Subtotal</b>		<b>\$3,344,127</b>	<b>\$81,311</b>	<b>\$0</b>	<b>\$3,425,438</b>
<b>Airport/Aviation Center</b>					
4301-4309	Airport Operations	\$0	\$0	\$0	\$0
<b>Airport/Aviation Center Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Highways and Streets</b>					
4311	Administration	\$103,446	\$926	\$0	\$104,372
4312	Highways and Streets	\$1,188,569	\$32,830	\$0	\$1,221,399
4313	Bridges	\$2,500	\$0	\$0	\$2,500
4316	Street Lighting	\$68,180	\$0	\$0	\$68,180
4319	Other	\$0	\$0	\$0	\$0
<b>Highways and Streets Subtotal</b>		<b>\$1,362,695</b>	<b>\$33,756</b>	<b>\$0</b>	<b>\$1,396,451</b>



**New Hampshire**  
Department of  
Revenue Administration

**2021  
MS-DTB**

**Appropriations**

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
<b>Sanitation</b>					
4321	Administration	\$0	\$0	\$0	\$0
4323	Solid Waste Collection	\$0	\$0	\$0	\$0
4324	Solid Waste Disposal	\$0	\$432,174	\$0	\$432,174
4325	Solid Waste Cleanup	\$0	\$0	\$0	\$0
4326-4328	Sewage Collection and Disposal	\$0	\$0	\$0	\$0
4329	Other Sanitation	\$0	\$0	\$0	\$0
<b>Sanitation Subtotal</b>		<b>\$0</b>	<b>\$432,174</b>	<b>\$0</b>	<b>\$432,174</b>
<b>Water Distribution and Treatment</b>					
4331	Administration	\$0	\$0	\$0	\$0
4332	Water Services	\$0	\$0	\$0	\$0
4335	Water Treatment	\$0	\$0	\$0	\$0
4338-4339	Water Conservation and Other	\$0	\$0	\$0	\$0
<b>Water Distribution and Treatment Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Electric</b>					
4351-4352	Administration and Generation	\$0	\$0	\$0	\$0
4353	Purchase Costs	\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance	\$0	\$0	\$0	\$0
4359	Other Electric Costs	\$0	\$0	\$0	\$0
<b>Electric Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Health</b>					
4411	Administration	\$0	\$0	\$0	\$0
4414	Pest Control	\$2,150	\$0	\$0	\$2,150
4415-4419	Health Agencies, Hospitals, and Other	\$0	\$0	\$0	\$0
<b>Health Subtotal</b>		<b>\$2,150</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,150</b>
<b>Welfare</b>					
4441-4442	Administration and Direct Assistance	\$83,146	\$105	\$0	\$83,251
4444	Intergovernmental Welfare Payments	\$0	\$0	\$0	\$0
4445-4449	Vendor Payments and Other	\$0	\$0	\$0	\$0
<b>Welfare Subtotal</b>		<b>\$83,146</b>	<b>\$105</b>	<b>\$0</b>	<b>\$83,251</b>
<b>Culture and Recreation</b>					
4520-4529	Parks and Recreation	\$316,493	\$126,588	\$0	\$443,081
4550-4559	Library	\$288,259	\$0	\$0	\$288,259
4583	Patriotic Purposes	\$2,400	\$0	\$0	\$2,400
4589	Other Culture and Recreation	\$0	\$0	\$0	\$0
<b>Culture and Recreation Subtotal</b>		<b>\$607,152</b>	<b>\$126,588</b>	<b>\$0</b>	<b>\$733,740</b>



**Appropriations**

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
<b>Conservation and Development</b>					
4611-4612	Administration and Purchasing of Natural Resources	\$0	\$0	\$0	\$0
4619	Other Conservation	\$3,205	\$0	\$0	\$3,205
4631-4632	Redevelopment and Housing	\$0	\$0	\$0	\$0
4651-4659	Economic Development	\$0	\$0	\$0	\$0
<b>Conservation and Development Subtotal</b>		<b>\$3,205</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,205</b>
<b>Debt Service</b>					
4711	Long Term Bonds and Notes - Principal	\$1,040,999	(\$100,270)	\$0	\$940,729
4721	Long Term Bonds and Notes - Interest	\$105,923	(\$37,200)	\$0	\$68,723
4723	Tax Anticipation Notes - Interest	\$5,000	\$0	\$0	\$5,000
4790-4799	Other Debt Service	\$0	\$0	\$0	\$0
<b>Debt Service Subtotal</b>		<b>\$1,151,922</b>	<b>(\$137,470)</b>	<b>\$0</b>	<b>\$1,014,452</b>
<b>Capital Outlay</b>					
4901	Land	\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment	\$0	\$350,000	\$0	\$350,000
4903	Buildings	\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings	\$0	\$0	\$0	\$0
<b>Capital Outlay Subtotal</b>		<b>\$0</b>	<b>\$350,000</b>	<b>\$0</b>	<b>\$350,000</b>
<b>Operating Transfers Out</b>					
4912	To Special Revenue Fund	\$0	\$0	\$0	\$0
4913	To Capital Projects Fund	\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport	\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric	\$0	\$0	\$0	\$0
4914O	To Proprietary Fund - Other	\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer	\$1,044,901	(\$23,198)	\$0	\$1,021,703
4914W	To Proprietary Fund - Water	\$0	\$0	\$0	\$0
4915	To Capital Reserve Fund	\$0	\$0	\$0	\$0
4916	To Expendable Trusts/Fiduciary Funds	\$0	\$0	\$0	\$0
4917	To Health Maintenance Trust Funds	\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds	\$0	\$0	\$0	\$0
4919	To Fiduciary Funds	\$0	\$0	\$0	\$0
<b>Operating Transfers Out Subtotal</b>		<b>\$1,044,901</b>	<b>(\$23,198)</b>	<b>\$0</b>	<b>\$1,021,703</b>
<b>Total Operating Budget Appropriations</b>		<b>\$9,136,489</b>	<b>\$885,943</b>	<b>\$0</b>	<b>\$10,022,432</b>



**Reasons for Reductions/Increases & One-Time Appropriations**

<b>Account</b>	<b>Explanation</b>
4311	3% increase salary
4441-4442	increased assistance cost
4140-4149	contract increase less prof serv reduction
4130-4139	contract increase
4150-4151	staff changes & increase of hours
4220-4229	contract AFSME 2020 & 2021
4194	contract increase
4312	AFSCME 2020 & 2021
4721	reduced interest due
4711	reduced principal due
4902	lease payment Art 14 in 2020
4520-4529	2020 budget increase & 2021
4155-4159	hours increased
4191-4193	health insurance increase
4914S	reduction in debt service due
4324	per Art 9 in 2020
4152	contract change
4210-4214	FT Police Added 2020 & SEA CBA contract & removed 3 cruisers

# TOWN OF LITTLETON, NEW HAMPSHIRE “SECOND SESSION” MINUTES

MARCH 10, 2020

## ELECTION OF OFFICERS

Selectman	Roger Emerson	407
Trustee of Trust Funds	Stanley T Fillion	1046
Park Commissioner	Danielle Lafitte Cook	608
Library Trustees	Judith A Dean	797
	Janice Fillion	916
	Bryan Koplow	735
Moderator	Gerald H Winn	1038
Supervisor of the Checklist	Janice Fillion	1027

## ARTICLES

### Article 02 Zoning Ordinance-Rezoning of Residential to Commercial

Are you in favor of changing the zoning classification of a portion of Map/Lot 93-41, a 2.57 acre parcel owned by Ganesai LLC, situated on the corner of Cottage Street and Bethlehem Road and a portion Map/Lot 93-43, a 6.94 acre parcel owned by Eames Property Investment Company LLC, situated between Cottage Street and Bethlehem Road, both currently in the Commercial-I and Residential-I zones, so that these two (2) parcels shall be in the Commercial-I zone. Recommended by Selectmen 3-0 Recommended by Planning Board 7-0

**YES 980 NO 218**

### Article 03 Zoning-Short-term Rentals

Are you in favor of amending the Littleton Zoning Ordinance by adding the definition of “short-term rental” and permitting them in the R-I, R-Ia, R-II, Rural, MU and all Commercial zones? The definition shall read “The providing for compensation of one or more rooms in a residential dwelling unit for stays of between one and thirty consecutive nights, where the dwelling unit would not generally be associated with a commercial activity, including but not limited to such commercial activities as a hotel, motel, rooming, boarding, tourist or lodging house, dormitory, overnight cabin or bed and breakfast. A short-term rental shall not be considered a Neighborhood Commercial Use.” Recommended by Selectmen 3-0 Recommended by Planning Board 7-0

**YES 796 NO 393**

### Article 04 Zoning-Update to Floodplain Ordinance

Are you in favor of updating the Littleton Zoning Ordinance, as proposed by the Littleton Planning Board and recommended by the NH Office of Strategic Initiatives Floodplain Management Program? This update clarifies the current regulations by adopting the Model Floodplain Management Ordinance developed by the NH Office of Strategic Initiatives, Flood plain Management Program. Recommended by Selectmen 3-0 Recommended by Planning Board 7-0

**YES 1010 NO 187**

### Article 05 Partridge Lake Phosphate Reduction Study/Design

Shall the Town of Littleton vote to raise and appropriate \$85,000 (Eighty Five Thousand Dollars) to hire a Certified Lake Management / Engineering firm to study conditions and provide design solutions to



reduce external and internal phosphate loading in Partridge Lake -- to prevent future Cyanobacteria Algae Blooms in the lake? And to authorize the issuance of not more than \$75,000 of bonds or notes in compliance with the Municipal Finance Act, RSA 33:1 et seq., as amended, with the amount of such bonds or notes to be reduced by any grant funding received for the project; and to comply with all laws applicable to said project; to authorize the Selectmen to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the Selectmen to take any other action or to pass any other vote relative thereto. It is anticipated that there will be \$75,000 in principal loan forgiveness under the New Hampshire Department of Environmental Services Clean Water State Revolving Fund (NH CWSRF), the remaining \$10,000 will be offset by a donation from the Partridge Lake Property Owners Association Water Quality Fund. Fiscal Impact Note: The Tax Impact associated with this will be \$0.00 per \$1,000 valuation. The principal loan amount of \$75,000 will be forgiven per the terms of the NH CWSRF agreement. Any and all interest accrued prior to loan forgiveness and Administrative cost shall be paid via monies held in the Partridge Lake Property Owners Association Water Quality Fund. Estimated Tax Impact \$0.00 per Thousand. (3/5 Ballot Vote Required) Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES 886 NO 329**

#### **Article 06 2020 Operating Budget**

Shall the Town of Littleton 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 \$9,136,489 (Nine Million One Hundred Thirty Six Thousand Four Hundred Eighty Nine Dollars)? Should this article be defeated the default budget shall be \$9,056,168 (Nine Million Fifty Six Thousand One Hundred Sixty Eight Dollars) which is the same as last year, with certain adjustments required by previous action of the Town of Littleton or by law; or the governing body may hold one special meeting, in accordance with RSA 40:12, X and XVI, to take up the issue of a revised operating budget only. Estimated Tax Impact \$2.737 per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 4-1

**YES 704 NO 487**

#### **Article 07 Discontinue Transfer Station Special Revenue Fund**

To see if the Town will vote to discontinue the Transfer Station Special Revenue Fund transferring the estimated Special Revenue Fund balance of \$85,000 to the General Fund? No Tax Impact. Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES 862 NO 309**

#### **Article 08 Transfer Station Special Revenue Fund Operating Budget**

To see if the Town will vote to raise and appropriate the sum of \$426,026 for the purpose of the Transfer Station Operations with \$270,006 to come from the Transfer Station Special Revenue Fund. With the balance of \$156,020 to be raised by taxation. This special warrant article per RSA 32:3VI(d) and RSA 32:7BV. Estimated tax impact of \$0.244 per Thousand. This is a Contingent warrant article if warrant article #07 is not approved. If article #07 is approved this warrant article will be void and there will be no Tax Impact from this warrant article. Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES 819 NO 345**

#### **Article 09 Establish Transfer Station Revolving Fund**

To see if the town will vote to establish a revolving fund pursuant to RSA 31:95-h, for the purpose of Transfer Station (Recycling Center) Revolving Fund. All revenues received for the Transfer Station -

Recycling Center from fees, charges, or other income derived from the activities or service supported by the fund will be deposited into the fund, and the money in the fund shall be allowed to accumulate from year to year, and shall not be considered part of the town's general fund balance. And, further to raise and appropriate the sum of \$241,020 (Two Hundred Forty One Thousand Twenty Dollars) to be placed in this fund and authorize the withdrawal of \$85,000 (Eighty Five Thousand Dollars) from the General Fund unassigned Balance which represents the amount transferred from the Transfer Station Special Revenue Fund if warrant article #07 is approved. With \$156,020 (One Hundred Fifty Six Thousand Twenty Dollars) to come from taxation. The town treasurer shall have custody of all moneys in the revolving fund, and shall pay out the same only upon order of the governing body and no further approval is required by the legislative body to expend. Such funds may be expended only for the purpose for which the fund was created which include repairs, improvement, equipment, bags, supplies, and building needs. This authorization will stay in effect until rescinded. The budget for this in 2021 will become part of the Town's Operating Budget and will have a default and proposed amount. If Warrant article #07 is not approved this warrant article is void. Estimated Tax Impact \$0.244 per Thousand. Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES 805**

**NO 373**

#### **Article 10 Opera House Special Revenue Fund Operating Budget**

To see if the Town will vote to raise and appropriate the sum of \$104,511 (One Hundred Four Thousand Five Hundred Eleven Dollars) for the purpose of the Opera House Operations with \$43,103 (Forty Three Thousand One Hundred Three Dollars) to come from the Opera House Special Revenue Fund, with the balance of \$61,408 to be raised by taxation. This is a special warrant article per RSA 32:3VI (d) and RSA 32:7 V. Estimated Tax Impact \$0.096 per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 4-0.

**YES 725**

**NO 472**

#### **Article 11 Parking Meter Special Revenue Fund**

To see if the Town will vote to raise and appropriate the sum of \$53,523 (Fifty Three Thousand Five Hundred Twenty Three Dollars) for the purpose of the Parking Meter Operations with \$53,523 (Fifty Three Thousand Five Hundred Twenty Three Dollars) to come from the Parking Meter Special Revenue Fund. This special warrant article per RSA 32:3VI (d) and RSA 32:7 V. No Tax Impact. Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0.

**YES 907**

**NO 300**

#### **Article 12 Establish Revolving EMS Ambulance Service Fund**

To see if the Town will vote to establish a revolving fund pursuant to RSA 31:95-h, for the purpose of EMS Ambulance services. All revenues received for EMS Ambulance Services from transfer or transports including fees, charges, or other income derived from the activities, or services supported by the fund will be deposited into the fund, and the money in the fund shall be allowed to accumulate from year to year, and shall not be considered part of the town's general fund balance. And further, to raise and appropriate the sum of \$70,000 (which represent the amount earned in 2019 by the EMS Ambulance Services) to be added to the EMS Ambulance Service revolving fund from the General Fund unassigned Fund Balance. The town treasurer shall have custody of all moneys in the fund, and shall pay out the same only upon order of the governing body and no further approval is required by the legislative body to expend. Such funds may be expended only for the purpose for which the fund was created. No Tax Impact. Recommended by Selectmen 3-0. Recommended by Budget Committee 4-0

**YES 931**

**NO 269**

#### **Article 13 EMS Ambulance Service Revolving Fund**

To see if the Town will vote to raise and appropriate the sum of \$162,838 (One Hundred Sixty Two Thousand Eight Hundred Thirty Eight Dollars) for the purpose of the EMS Ambulance Revolving

Fund Operations. Estimated Tax Impact \$0.254 per Thousand Recommended by Selectmen 3-0  
Recommended by Budget Committee 4-0

**YES 750 NO 427**

#### **Article 14 Public Works Equipment/Vehicle Lease w/escape clause**

To See if the Town will vote to authorize the selectmen to enter into a Three (3) year lease agreement in the amount up to \$515,000 (Five Hundred Fifteen Thousand Dollars) for the purpose of leasing 2-Ten Wheel Trucks for the Highway Department, and a Backhoe. The first payment would not be due until 2021 and the principal amount of that payment is estimated to be \$350,000 (Three Hundred Fifty Thousand Dollars). The second principal payment in 2022 is estimated to be \$165,000 (One Hundred Sixty Five Thousand Dollars). This lease agreement will have an escape clause. Estimated Tax Impact \$0.00 per Thousand for 2020. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0

**YES 766 NO 434**

#### **Article 15 Dells Dam Engineering Work**

To see if the Town will vote to raise and appropriate the sum of \$20,000 (Twenty Thousand Dollars) for the purpose of Engineering work, design, and permitting work at the Dells Dam to conform to NHDES rules, with said funds to come from unassigned Fund Balance. This special warrant article will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the Engineering work is completed or by 12/31/2021, whichever is sooner. No Tax Impact. Recommended by Selectmen: 3-0 Recommended by Budget Committee: 5-0

**YES 981 NO 227**

#### **Article 16 EMS-Ambulance 5 year lease w/escape clause**

To see if the town will vote to authorize the selectmen to enter into a 5 year lease agreement in the amount of \$380,000 (Three Hundred Eighty Thousand Dollars) for the purpose of leasing an Ambulance, and to raise and appropriate the sum of \$82,754 (Eighty Two Thousand Seven Hundred Fifty Four Dollars) for the first year's payment for that purpose. This lease agreement contains an escape clause. Estimated Tax Impact \$0.129 per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 4-0.

**YES 761 NO 425**

#### **Article 17 Full Time Police Officer (9 months)**

To see if the Town will vote to raise and appropriate the sum of \$66,000 (Sixty Six Thousand Dollars), with an offsetting revenue of \$39,600 (Thirty Nine Thousand Six Hundred Dollars) from a grant, for the purpose of hiring a Police Officer for the Town's Police Department. The nine month estimated cost is \$66,000 and is inclusive of benefits, equipment and uniform, the full year is estimated to be \$88,891 and if approved, the full cost will be added to the 2021 default and proposed budget. Of the \$66,000, \$39,600 will come from a grant with \$26,400 to be raised by taxation. There will be an offsetting amount for each year of the grant which will be included in the revenues in the 2021 budget. Estimated Tax Impact \$0.041 Per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 4-0

**YES 736 NO 474**

#### **Article 18 Complete Road work Broomstick Hill Road**

To see if the Town will vote to raise and appropriate the sum of \$149,602 (One Hundred Forty Nine Thousand Six Hundred Two Dollars) for the purpose of finishing the work on Broomstick Hill Road with \$104,721 (One Hundred Four Thousand Seven Hundred Twenty Two Dollars) to come from FEMA for

this project. The remaining \$44,881.00 to come from taxation. If this warrant article is not approved we will lose the funding from FEMA for this project. Estimated Tax Impact \$0.070 per Thousand. Recommended by Selectmen 3-0 Recommended by Budget Committee 5-0

**YES 926 NO 257**

#### **Article 19 Opera House Rigging**

To see if the Town will vote to raise and appropriate the sum of \$30,000 (Thirty Thousand Dollars) for the purpose of completing the rigging improvements to the Opera House, with \$15,000 (Fifteen Thousand Dollars) to come from the Unassigned Fund Balance and \$15,000 to be raised by taxation. Estimated Tax Impact \$0.023 per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 4-0

**YES 695 NO 476**

#### **Article 20 Opera House Improvements**

To see if the Town will vote to raise and appropriate the sum of \$30,000 (Thirty Thousand Dollars) for the purpose of repairs and improvements to the Opera House Building, equipment, property, and systems, and to authorize the withdrawal of \$30,000 (Thirty Thousand Dollars) from the Unassigned Fund Balance for the above purposes. No Tax Impact. Recommended by Selectmen 3-0. Recommended by Budget Committee 4-0

**YES 832 NO 350**

#### **Article 21 Transfer Station Repair-Replace Equipment, Supplies & Building Improvement**

To see if the Town will vote to raise and appropriate the sum of \$35,000 (Thirty Five Thousand Dollars) to replace, fix, purchase and maintain Transfer Station equipment, buildings, containers, vehicles and the purchase of an additional supply of bags, and to authorize the withdrawal of \$35,000 (Thirty Five Thousand Dollars) from the Transfer Station Revolving Fund if warrant article #7 is approved or from the Transfer Station Special Revenue Fund if warrant article #7 is defeated. If warrant article #7 is approved, this warrant article will be void, as there will be no need for further approval. No Tax Impact. Recommended by Selectmen 3-0. Recommended by Budget Committee 4-0

**YES 992 NO 186**

#### **Article 22 Collective Bargaining Agreement with SEA**

To see if the Town will vote to approve the cost item included in the collective bargaining agreement for 3 years reached between the Board of Selectmen and the State Employees' Association, Local 1984, which calls for the following increases in salaries and benefits at the current staffing level:

Year	Estimate
2020	\$ 23,614
2021	\$ 34,785
2022	\$ 37,273

And further to raise and appropriate the sum of \$23,614 (Twenty Three Thousand Six Hundred Fourteen Dollars) for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year. Estimated Tax Impact: \$0.037 per Thousand. Recommended by Selectmen: 3-0. Recommended by Budget Committee: 4-0

**YES 702 NO 461**

#### **Article 23 Special Town Meeting**

Shall the Town, if Warrant Article #22 is defeated, authorize the governing body to call one special meeting, at its option, to address Warrant Article #22 cost items only? No Tax Impact. Recommended

by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES        761                NO        392**

#### **Article 24 Collective Bargaining Agreement – AFSCME**

To see if the Town will vote to approve the cost item included in the collective bargaining agreement for 2 years reached between the Board of Selectmen and the American Federation of State, County and Municipal Employees Council 93, Local 1348, which calls for the following increases in salaries and benefits at the current staffing level:

Year Estimate  
2020 \$ 23,839  
2021 \$ 33,978

And further to raise and appropriate the sum of \$23,839 (Twenty Three Thousand Eight Hundred Thirty Nine Dollars) for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year. Estimated Tax Impact: \$0.037 per Thousand. Recommended by Selectmen: 3-0. Recommended by Budget Committee: 5-0

**YES            685                NO        474**

#### **Article 25 Special Town Meeting**

Shall the town, if warrant article #24 is defeated, authorize the governing body to call one special meeting, at its option, to address warrant article #24 cost items only? No Tax Impact. Recommended by Selectmen 3-0 Recommended by Budget Committee 5-0

**YES            752                NO        417**

#### **Article 26 Riverfront, River District and Downtown Parking Improvement**

To see if the Town will vote to raise and appropriate the sum of \$175,000 (One Hundred Seventy-Five Thousand Dollars) for the purpose of purchasing a 7 acre property on Riverglen Lane (Map 84, Lot 11, known as “The Murro Property”), engineering and design, and construction of Town infrastructure including lighting, a parking lot next to the Littleton Area Senior Center, greenspace, and associated improvements. And to authorize the Town to utilize said funds and to authorize Town to acquire, lease, and/or swap land and/or rights of way, easements and buildings in said area without further vote of the Town for said purpose. Furthermore, to authorize the Selectmen to apply for, accept, and expend grants, donations, or other funding sources that are available for such purpose. Funds raised by this appropriation shall be expended only if matched by a minimum of two dollars of grants, donations, in kind, or other funding sources for every dollar of this appropriation. This is a non-lapsing appropriation until December 31, 2022. Estimated Tax Impact \$0.273 per Thousand. Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES            769                NO        434**

#### **Article 27 Unexpended Conservation Commission Funds**

To see if the Town will vote to authorize the Conservation Commission to retain the unexpended portion of its 2019 annual appropriations, said funds to be placed in the Conservation Fund. The unexpended portion of the 2019 annual appropriations is \$223 (Two Hundred Twenty Three Dollars) No Tax Impact. Recommended by Selectmen 3-0. Recommended by Budget Committee 4-0

**YES            1020                NO        162**

#### **Article 28 Parking Lot & Parking Improvements**

To see if the Town will vote to raise and appropriate the sum \$15,000 (Fifteen Thousand Dollars) for the purpose of Parking Improvements and expansion to public parking lots in the downtown



area to improve pavement, lighting, drainage, pedestrian connections and/or configuration of the parking lots, and to authorize the withdrawal of \$15,000 (Fifteen Thousand Dollars) from the Parking Meter Special Revenue Fund for this purpose. This special warrant article will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the above work has been completed or by 12/31/2022, whichever is sooner. No Tax Impact. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0

**YES        1030                      NO        172**

#### **Article 29 Infrastructure Improvements to Roads, Streets, Sidewalk & Sewer**

To see if the Town will vote to raise and appropriate the sum of \$500,000 (Five Hundred Thousand Dollars) for the purpose of improvements, replacement and repair of roads, streets, sewer, and sidewalks in Town. Estimated Tax Impact: \$0.78 per Thousand. Recommended by Selectmen 2-0 (1 Selectmen abstained). Recommended by Budget Committee 5-0

**YES        894                      NO        299**

#### **Article 30 West Drew St. Retaining Wall**

To see if the Town will vote to raise and appropriate the sum of \$10,000 (Ten Thousand Dollars) for the purpose of improvement of or replacement of the retaining wall on West Drew Street which is supporting part of the road above it. Estimated Tax Impact \$0.016 per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 4-0.

**YES        912                      NO        272**

#### **Article 31 To Establish a Public Works Capital Reserve Fund**

To see if the Town will vote to establish a Public Works Vehicle & Equipment Capital Reserve Fund under the provisions of RSA 35:1 for purchasing Vehicles and Equipment Purchases for the Public Works Department or for grant match for the same purposes and to raise and appropriate the sum of \$1,000 (One Thousand Dollars) to be placed in this fund, said funds to come from the unassigned Fund Balance. No Tax Impact. Recommended by Selectmen 3-0 Recommended by Budget Committee 5-0

**YES        950                      NO        233**

#### **Article 32 To Establish a Fire Department Vehicle & Equipment Capital Reserve Fund**

To see if the Town will vote to establish a Fire/EMS Vehicle & Equipment Capital Reserve Fund under the provisions of RSA 35:1 for purchasing vehicles or equipment for the Fire Department or EMS Ambulance Service vehicle or equipment, and to raise and appropriate the sum of \$1,000 (One Thousand Dollars) to be placed in this fund, said funds to come from the unassigned Fund Balance. No Tax Impact. Recommended by Selectmen 3-0 Recommended by Budget Committee 5-0

**YES        960                      NO        234**

#### **Article 33 To Establish a Police Department Vehicle & Equipment Capital Reserve Fund**

To see if the Town will vote to establish a Police Department Vehicle & Equipment Capital Reserve Fund under the provisions of RSA 35:1 for Purchasing Vehicles or Equipment and to raise and appropriate the sum of \$1,000 (One Thousand Dollars) to be placed in this fund, with said funds to come from unassigned fund balance. No Tax Impact. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0

**YES        913                      NO        283**

#### **Article 34 Unexpended Part & Full time Police Funds**

To see if the Town will vote to raise and appropriate the sum of \$4,000 (Four Thousand Dollars) to be added to the Police Department Expendable Trust Fund previously established. This sum represents the unexpended balance from the Police Departments Part & Full Time Salary lines in the 2019 Budget and is to come from unassigned fund balance, and to further limit the amount to be deposited annually to no more than \$10,000. No Tax Impact. Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES            877            NO            313**

#### **Article 35 To Appropriate Funds to the Library Improvement Capital Reserve**

To see if the Town will vote to raise and appropriate the sum of \$15,000 (Fifteen Thousand Dollars) to be added to the Library Improvement Capital Reserve previously established. Estimated Tax Impact \$0.023 per Thousand. Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES            842            NO            340**

#### **Article 36 Opera House lease to Upstage Players**

To see if the Town will vote and authorize the Selectmen to negotiate and enter into a 10 year lease with the Upstage Players for use of the Opera House with the exception of the Bottom Floor. If approved, the Selectmen shall have a public meeting to review the terms of the lease prior to signing the lease agreement. The Selectmen and Upstage Players will set the terms of the lease. Said lease may be renewable every year after the 10th year as long as both parties agree. If this is approved there is an estimated reduction to the 2020 Opera House Operating Budget in warrant article #10 of \$13,500 (Thirteen Thousand Five Hundred Dollars), which is estimated to be a reduction of \$0.021 per thousand. Recommended by Selectmen 2-1 Recommended by Budget Committee 5-0

**YES            493            NO            708**

#### **Article 37 Lease of Bottom Floor of Opera House to Littleton Historical Society**

To see if the Town will vote and authorize the Selectmen to negotiate and enter into a 10 year lease with the Littleton Historical Society for use of the Bottom Floor of the Opera House. If approved, the Selectmen and the Historical Society will set the terms of the lease. Said lease will be renewable every 10 years as long as both parties agree. The Historical Society will be required to pay an amount as determined in the negotiations of the lease. No Tax Impact. Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES            1061            NO            135**

#### **Article 38 Dog Park**

To see if the Town will vote to raise and appropriate \$20,000 (Twenty Thousand Dollars) to provide engineering, planning, design, fencing, make land improvements, provide water and/or purchase land, lease land, easements, permit, purchase equipment and supplies needed for a dog park. This warrant article will be offset by \$10,000 in donations, from fund raisers and in kind work, with \$10,000 to be raised by taxation. The amount of the donations has already been received. Estimated Tax Impact: \$0.016 per thousand. Recommended by Selectmen: 3-0. Recommended by Budget Committee: 4-0

**YES            566            NO            634**

#### **Article 39 Mount Washington Regional Airport**

To see if the Town will vote to raise and appropriate \$6,200 (Six Thousand Two Hundred Dollars) for the purpose of supporting the Mount Washington Regional Airport. Estimated Tax Impact \$0.01 per

thousand. Recommended by Selectmen 3-0 Not Recommended by Budget Committee 3-1

**YES 486 NO 707**

#### **Article 40 NH Lottery HB 480**

Shall we allow the operation of sports book retail location within the town? No Tax Impact  
Recommended by Selectmen 2-1. Not Recommended by Budget Committee 2-2.

**YES 454 NO 736**

### **Petitioned Warrant Articles**

#### **Article 41 Chamber of Commerce Beautification**

To see if the Town will vote to raise and appropriate the sum of Fourteen Thousand one hundred sixty dollars to support Downtown Beautifications efforts - a partnership between the town of Littleton and the Littleton Area Chamber of Commerce including Downtown Flowers and Holiday Decorations. Any savings realized while purchasing these items will be used for additional Chamber events/activities. Estimated Tax Impact \$0.022 per Thousand. Recommended by Selectmen 3-0. Recommended by Budget Committee 4-0

**YES 774 NO 429**

#### **Article 42 Grafton County Senior Citizens Council, Inc.**

Shall the voters raise and appropriate thirty-five thousand dollars (\$35,000.00) to Grafton County Senior Citizens Council, Inc through the Littleton Area Senior Center and the ServiceLink Resource Center for services for Littleton residents in 2020. These services include congregate meals, home delivered meals, transportation, outreach support, ServiceLink support, and more. From July 1, 2018 to June 30, 2019, the Littleton Area Senior Center provided services for 737 Littleton residents, and ServiceLink provided services to 261 residents. The cost of providing these services was \$534,244.04. Estimated Tax Impact \$0.055 per Thousand, Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES 998 NO 200**

#### **Article 43 Boys & Girls Club**

To see if the Town will vote to raise and appropriate the sum of \$11,000 (eleven thousand dollars) to support the Boys & Girls Club of the North Country in order to provide a health, safe, and productive after school and vacation camp environment for children from Littleton and the local community. The Club provides busing from the school to the Club for the afterschool program, which alone costs \$18,000 a year. Estimated Tax Impact \$0.017 per Thousand. Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES 855 NO 243**

#### **Article 44 Burch House**

To see if the Town will vote to raise and appropriate the sum of \$2,957.00 to support Tri-County CAP's Support Center at Burch House, a community service program provided by Tri-County Community Action Program, Inc. Estimated impact \$0.005 per Thousand. Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES 837 NO 357**

#### **Article 45 North Country Home Health & Hospice**

We, the undersigned Registered Voters of the town of Littleton, NH, petition the Town to place a



request from North Country Home Health & Hospice Agency in the amount of \$21,500 on the Town Warrant. The requested funds shall be used to assist in the delivery of long term care services to the residents of the Town of Littleton. Estimated Tax Impact \$0.034 per Thousand. Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES 951 NO 241**

#### **Article 46 White Mtn. Mental Health**

To see if the Town will vote to raise and appropriate the sum of \$9,696.00 for White Mountain Mental Health, recognizing that untreated mental illness results in loss of productivity at work, disruption to families and children, risk to the community and loss of life through suicide. Treatment works, but only if it is available and affordable. Estimated Tax Impact \$0.015 per Thousand. Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES 860 NO 339**

#### **Article 47 Tri-County Homeless Intervention**

To see if the Town will vote to raise and appropriate the sum of \$2,957.00 to support Tri-County CAP's Homeless Intervention and Prevention Program, a community service program provided by Tri-County Community Action Program, Inc. Estimated Tax Impact \$0.005 per Thousand. Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES 862 NO 333**

#### **Article 48 Tri-County Transit**

To see if the Town will vote to raise and appropriate the sum of \$4,000 (Four Thousand Dollars) to support Tri County Transit a community service program provided by Tri-County Community Action Program, Inc. Estimated Tax Impact \$0.006 per Thousand. Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES 934 NO 260**

#### **Article 50 Ammonoosuc Community Health Services**

To see if the Town will vote to raise and appropriate the sum of Fifteen Thousand Dollars (\$15,000) for Ammonoosuc Community Health Services, Inc. (ACHS) ACHS is a non-profit community health center that provide primary preventive health care to anyone, regardless of their ability to pay. This will help ACHS continue to provide high quality care to 2,318 current Littleton patients, as well as reach more of those in need. Estimated Tax Impact \$0.023 per Thousand. Recommended by Selectmen 3-0, Recommended by Budget Committee 4-0.

**YES 839 NO 354**

#### **Article 51 Above the Notch Humane Society**

To see if the Town will vote to raise and appropriate the sum of \$5,000 (Five Thousand Dollars) to support the Above the Notch Humane Society with the care and feeding of stray and unwanted animals in our area. Estimated Tax Impact \$0.008. Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES 862 NO 327**

#### **Article 52 Pathways Pregnancy Care Center**

To see if the Town of Littleton will vote to (by petition) assist Pathways Pregnancy Care Center in the amount of \$3,200 (Three Thousand, Two Hundred Dollars) to help in maintaining and increasing

Pathways' Baby Boutique and Learn to Earn programs. The Baby Boutique supplies diapers, wipes, clothing, and other baby essentials to families free of charge on a monthly basis. The Learn to Earn program enables mothers and fathers who take Pathways' free parenting education and other life skills classes to earn points, which can be used to take additional items such as car seats, strollers, and Pack 'n Plays from the Baby Boutique. Learn to Earn allows clients to receive a hand up rather than just a hand out. All Pathways' services are free and confidential. Estimated Tax Impact \$0.005 per Thousand. Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES 748 NO 443**

### **Article 53 Bridge House, Inc. Homeless Shelter & Veterans Advocacy**

To see if the voters of the Town of Littleton will vote to raise and appropriate the sum of Two Thousand Dollars (\$2,000) to help support Bridge House, Inc. Homeless Shelter & Veterans Advocacy. The requested funds shall be used to assist in the delivery of outreach services to maintain housing stability and serve homeless residents of the Town of Littleton, prioritizing for Veterans. Estimated Tax Impact \$0.003 per Thousand. Recommended by Selectmen 3-0 Recommended by Budget Committee 4-0

**YES 927 NO 267**

### **Article 54 Dells Road Easement**

To see if the Town will vote to grant to Deborah Considine, Successor Trustee of the Patricia A. Bilodeau Revocable Trust of 2012, its successors and assigns "A LIMITED EASEMENT for the encroachment of the front portion of the dwelling and appurtenant front steps into the right-of-way for the Dells Road as presently existing and maintain but not expand the same and for the maintenance thereon of the ancillary yard areas, all within and upon a certain rectangular parcel of land situate in said Town of Littleton" bounded and described as follows:

- (1) Beginning in the east line of the Dells Road at the south corner of land of Craigies and a corner of land of the Grantee;
- (2) Thence running South 15(degrees) 54' 27" East one hundred fourteen and Sixty-one hundredths (114.61) feet through the dwelling house of the grantee to a corner of land of Union Bank in the east line of the Dells Road;
- (3) Thence turning and running South 74(degrees) 05' 33" West nine and thirty-seven hundredths (9.37) feet to a point in the right of way for the Dells Roads;
- (4) Thence turning and running North 15(degrees) 24' 27" West one hundred fourteen and sixty-one hundredths (114.61) feet through the right of way for the Dells Road to a point;
- (5) Thence turning and running North 74(degrees) 05' 33' East nine and thirty-seven hundredths (9.37) feet to the point of beginning:

Containing on thousand seventy-four and two tenths square feet (1,074.2 ft.), more or less; Beginning shown as "Area Requested of Town" on a "Boundary Plan, Lands of Patricia A. Bilodeau Revoc. Trust," prepared by Boulanger Consulting May 28, 2014, to be recorded in the Grafton County Registry of Deeds.

Said easement shall be appurtenant to the premises conveyed to Patricia A. Bilodeau, Trustee of the Patricia A. Bilodeau Revocable Trust of 2012 by deed of Patricia A. Bilodeau and recorded in the Grafton County Registry of Deeds, Book 3911, Page 193.

This Easement shall cease and become null and void upon the destruction or demolition of the existing structure on the property.

No Tax Impact. Recommended by Selectmen 3-0. Recommended by Budget Committee 5-0

**YES 1005 NO 169**

A TRUE COPY ATTEST:

JUDITH F. WHITE

LITTLETON TOWN CLERK

# REPORT OF THE TAX COLLECTOR

Office of the Tax Collector

125 Main St, Suite 201

Littleton, NH 03561

The Tax Collector's Office is responsible for collecting revenue from property taxes, sewer user fees, yield taxes, current use taxes, and excavation tax. If these taxes and fees go unpaid then we are responsible for the Tax Lien and the Deeding process. The office also responds to the inquiries from banks, mortgage companies, attorneys, and real estate agents. The Tax Collector's office works closely with the Assessors and the Planning/Zoning office as well.

The Town of Littleton accepts monthly payments for property taxes and sewer user fees. Please contact me if you would like to set up payment arrangements, we can also set them up to pay on previous years taxes. In 1994, the Town voted to accept pre-payments on taxes; if you wish to pay early we would be glad to assist you. Pursuant to RSA 76:13 interest shall not be charged until 30 days after the property tax or sewer bills are mailed. For your convenience there is a drop box for the Town of Littleton Tax Collector outside on the front of the building.

As of July 2015, the Tax Collectors Office now accepts Discover, Visa, Master Card and American Express. To make a payment on line you will need your map and lot, go to the town website at [www.townoflittleton.org](http://www.townoflittleton.org). There are additional convenience fees that will be charged and are not paid to the Town of Littleton.

If anyone has any questions please contact me at:

[agonthier@townoflittleton.org](mailto:agonthier@townoflittleton.org)

(603) 444-3996 ext. 1012 or (603) 575-9166

Respectfully,

Amy Gonthier

NH Certified Tax Collector



## Tax Collector's Report

For the period beginning  and ending

This form is due **March 1st (Calendar Year)** or **September 1st (Fiscal Year)**

### Instructions

#### Cover Page

- Specify the period begin and period end dates above
- Select the entity name from the pull down menu (County will automatically populate)
- Enter the year of the report
- Enter the preparer's information

#### For Assistance Please Contact:

NH DRA Municipal and Property Division

Phone: (603) 230-5090

Fax: (603) 230-5947

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

### ENTITY'S INFORMATION

Municipality:

County:

Report Year:

### PREPARER'S INFORMATION

First Name

Amy

Last Name

Gonthier

Street No.

125

Street Name

Main St

Phone Number

(603) 575-9166

Email (optional)

agonthier@townoflittleton.org



**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

<b>Debits</b>					
Uncollected Taxes Beginning of Year	Account	Levy for Year of this Report	Prior Levies (Please Specify Years)		
			Year: 2019	Year: 2018	Year: 2017
Property Taxes	3110	\$3,062,637.69			
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185	\$558.71			
Excavation Tax	3187				
Other Taxes	3189	\$79,275.51		(\$404.60)	
Property Tax Credit Balance			(\$8,307.29)		
Other Tax or Charges Credit Balance					

Taxes Committed This Year	Account	Levy for Year of this Report	Prior Levies	
			2019	
Property Taxes	3110	\$15,963,988.00	\$18,064.00	
Resident Taxes	3180			
Land Use Change Taxes	3120	\$43,290.00		
Yield Taxes	3185	\$10,503.73		
Excavation Tax	3187			
Other Taxes	3189			
PILOT		\$4,196,650.00		
BETTERMENT		\$5,350.02		
SEWER		\$1,128,823.45		

Overpayment Refunds	Account	Levy for Year of this Report	Prior Levies		
			2019	2018	2017
Property Taxes	3110	\$19,834.69	\$22.63		
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185				
Excavation Tax	3187				
SEWER		\$112.90	\$129.06		
Interest and Penalties on Delinquent Taxes	3190	\$4,131.31	\$33,604.03		
Interest and Penalties on Resident Taxes	3190				
<b>Total Debits</b>		<b>\$21,372,684.10</b>	<b>\$3,185,984.34</b>	<b>(\$404.60)</b>	<b>\$0.00</b>





**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

<b>Credits</b>				
<b>Remitted to Treasurer</b>	<b>Levy for Year of this Report</b>	<b>2019</b>	<b>Prior Levies</b>	
			<b>2018</b>	<b>2017</b>
Property Taxes	\$10,539,651.94	\$2,764,442.83		
Resident Taxes				
Land Use Change Taxes	\$34,060.00			
Yield Taxes	\$10,503.73	\$558.71		
Interest (Include Lien Conversion)	\$4,131.31	\$33,604.03		
Penalties				
Excavation Tax				
Other Taxes				
Conversion to Lien (Principal Only)		\$275,631.97		
BETTERMENT	\$5,350.02	\$891.67		
PREPAYMENT	\$286.57	(\$1.14)	(\$158.93)	
SEWER	\$1,054,769.36	\$57,136.67	(\$237.17)	
PILOT	\$4,195,353.00	\$40,111.00		
Discounts Allowed				

<b>Abatements Made</b>	<b>Levy for Year of this Report</b>	<b>2019</b>	<b>Prior Levies</b>	
			<b>2018</b>	<b>2017</b>
Property Taxes	\$31,889.00	\$3,041.32		
Resident Taxes				
Land Use Change Taxes	\$9,230.00			
Yield Taxes				
Excavation Tax				
Other Taxes				
SEWER	\$1,396.94	\$10.88		
Current Levy Deeded				



**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

Uncollected Taxes - End of Year # 1080	Levy for Year of this Report	Prior Levies		
		2019	2018	2017
Property Taxes	\$5,447,665.36	\$10,661.00		
Resident Taxes				
Land Use Change Taxes				
Yield Taxes				
Excavation Tax				
Other Taxes	\$73,458.67			
Property Tax Credit Balance	(\$35,061.80)	(\$104.60)	(\$8.50)	
Other Tax or Charges Credit Balance				
<b>Total Credits</b>	<b>\$21,372,684.10</b>	<b>\$3,185,984.34</b>	<b>(\$404.60)</b>	<b>\$0.00</b>

For DRA Use Only	
Total Uncollected Taxes (Account #1080 - All Years)	\$5,496,610.13
Total Unredeemed Liens (Account #1110 - All Years)	\$332,705.53



**Lien Summary**

**Summary of Debits**

	Last Year's Levy	Prior Levies (Please Specify Years)		
		Year: 2019	Year: 2018	Year: 2017
Unredeemed Liens Balance - Beginning of Year			\$152,151.10	\$124,920.49
Liens Executed During Fiscal Year		\$292,264.84		
Interest & Costs Collected (After Lien Execution)		\$5,490.69	\$13,447.94	\$31,059.04
<b>Total Debits</b>	<b>\$0.00</b>	<b>\$297,755.53</b>	<b>\$165,599.04</b>	<b>\$155,979.53</b>

**Summary of Credits**

	Last Year's Levy	Prior Levies		
		2019	2018	2017
Redemptions		\$108,991.66	\$60,139.44	\$54,303.55
Interest & Costs Collected (After Lien Execution) #3190		\$5,490.69	\$13,447.94	\$31,059.04
Abatements of Unredeemed Liens		\$102.04		
Liens Deeded to Municipality		\$4,400.08	\$4,527.09	\$4,167.04
Unredeemed Liens Balance - End of Year #1110		\$178,771.06	\$87,484.57	\$66,449.90
<b>Total Credits</b>	<b>\$0.00</b>	<b>\$297,755.53</b>	<b>\$165,599.04</b>	<b>\$155,979.53</b>

**For DRA Use Only**

Total Uncollected Taxes (Account #1080 - All Years)	<b>\$5,496,610.13</b>
Total Unredeemed Liens (Account #1110 - All Years)	<b>\$332,705.53</b>





New Hampshire  
Department of  
Revenue Administration

MS-61

LITTLETON (265)

**1. CERTIFY THIS FORM**

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

Preparer's First Name

Preparer's Last Name

Date

Amy

Gonthier

1/6/2021

**2. SAVE AND EMAIL THIS FORM**


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

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

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

**PREPARER'S CERTIFICATION**

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

  
Preparer's Signature and Title

# TAX EXEMPTIONS AND CREDITS

## ELDERLY EXEMPTION OFF ASSESSED VALUATION

Amount	Required Age	Income Limitation	Asset Limitation
\$35,000	65 to 74	Not in excess of	Not in excess of
\$52,500	75 to 79	\$30,000 if single;	\$75,000, excluding
\$70,000	80 and Up	\$40,000 if married.	The value of the residence and up to two acres of land.

## TAX LIEN FOR THE ELDERLY AND DISABLED

### Amount

The assessing officials may annually grant a tax lien for all or part of the taxes due, plus annual interest at 5%. Total tax liens on a single property shall not be more than 85% of its assessed value. If the property is subject to mortgage, the owner must obtain the Mortgage holder's approval of the tax lien.

### Who may apply

Any resident property owner may apply for the lien if he/she: is either 65 years of age or eligible under the Federal Social Security Act for the totally and permanently disabled, have owned the homestead for at least 5 years, and are living in the homestead. **Applications are due by April 15<sup>th</sup>.**

## TYPES OF TAX CREDITS/EXEMPTIONS (Off Land Valuation)

**Blind Exemption..... \$15,000**

Every inhabitant owning residential real estate, and is legally blind, as determined by the administrator of blind services of the vocational rehabilitation division of the education dept.

## VETERANS

**Standard..... \$500**

Every resident who served in the armed forces shall qualify for all veterans' tax credits if the person is a resident of this state who served not less than 90 days on active service in the armed forces of the United States and was honorably discharged; or the spouse/surviving spouse of such resident per RSA72:28 and 72:78-b. You will need to provide a copy of your DD-214.

**Surviving Spouse..... \$700**

The surviving spouse of any person who was killed or died while on active in the armed forces, as listed in RSA 72:28, as long as the person does not remarry.

**Service-Connected Disability..... \$700**

Any person who has been honorably discharged and Received a Form DD214, and who has a total and permanent service-connected disability, or is a double amputee or paraplegic because of the service-connected injury, or the surviving spouse of such a person if such surviving spouse is not remarried.

## APPLICATIONS ARE DUE BY APRIL 15TH

<b>TOWN OF LITTLETON</b>			
<b>12/31/20 BANK ACCOUNT BALANCES</b>			
<i>1/26/21 - from Finance Director</i>			
		<b>ACCOUNT</b>	<b>12/31/2020</b>
<b>ACCOUNT NAME</b>	<b>BANK NAME</b>	<b>TYPE</b>	<b>BALANCE</b>
Gen Fund Operating	Bank of New Hampshire	Checking	7,310,496.41
EMS Ambulance	Bank of New Hampshire	Checking	50,134.65
Park & Recreation	Bank of New Hampshire	Checking	23,216.50
Transfer Station	Bank of New Hampshire	Checking	13,923.68
Police Dept PayPal	Bank of New Hampshire	Checking	1,782.08
Opera House	Bank of New Hampshire	Checking	100.00
Kardell Escrow	Bank of New Hampshire	Savings	3,053.06
Trust Funds (see breakdown)	Bank of New Hampshire	Investment	9,378,078.65
Sewer Replacement	Bank of New Hampshire	Investment	35,205.98
Sewer Connection	Bank of New Hampshire	Investment	5,331.11
Gen Fund Operating	Bank of New Hampshire	Investment	3,292.60
Gen Fund Operating	NH Public Deposit Investment Pool	Investment	1,511.39
Conservation	NH Public Deposit Investment Pool	Investment	927.17
	<b>TOTAL</b>		<b>16,827,053.28</b>

**TOWN OF LITTLETON**  
**2020 ACTUAL & ANTICIPATED REVENUES**  
*Report Period: January 2020 thru December 2020*

ACCOUNT NAME	2020 Anticipated Revenue	Unaudited 2020 Actual Revenue	2020 Over (Under) Budget
<b>GENERAL FUND (01)</b>			
PROPERTY TAXES	3,829,845.00	3,816,783.20	(13,061.80)
TAXES - OVERLAY	(572,374.00)	(598,944.27)	(26,570.27)
LAND USE CHANGE TAX - CURRENT YEAR	100.00	30,560.00	30,460.00
YIELD TAXES - CURRENT YEAR	20,000.00	14,921.45	(5,078.55)
PYMT/LIEU OF TAXES-CURRENT YR	4,187,700.00	4,174,685.02	(13,014.98)
EXCAVATION TAX-CURRENT YEAR	100.00	0.00	(100.00)
INTEREST & COSTS/TAXES	70,000.00	62,591.60	(7,408.40)
PENALTIES/TAXES	0.00	21.50	21.50
<b>TOTAL TAXES</b>	<b>7,535,371.00</b>	<b>7,500,618.50</b>	<b>(34,752.50)</b>
UCC FILINGS & CERTIFICATES	2,500.00	3,480.00	980.00
MOTOR VEHICLE REG-DECALS	24,000.00	22,824.00	(1,176.00)
BOAT A FEE	0.00	530.00	530.00
MOTOR VEHICLE REGISTRATION FEE	1,300,000.00	1,299,729.97	(270.03)
BOATS	0.00	1,171.06	1,171.06
BUILDING PERMITS	6,000.00	10,673.95	4,673.95
ZONING BOARD FEE	2,000.00	750.00	(1,250.00)
ZBA POSTAGE & NEWS FEES	500.00	1,796.80	1,296.80
PLANNING BOARD FEES	400.00	450.00	50.00
CURRENT USE APPLICATIONS	100.00	80.00	(20.00)
PLANNING BOARD POSTAGE & NEWS	400.00	986.90	586.90
RECORDING FEES	400.00	320.00	(80.00)
DOG LICENSES	5,000.00	4,042.00	(958.00)
MARRIAGE LICENSES & FEES	300.00	203.00	(97.00)
CERT COPIES/BIRTHS & DEATHS	8,500.00	6,106.00	(2,394.00)
ELECTIONS-VOTER CHECKLIST FEE	25.00	286.00	261.00
ELECTIONS - FILING FEE	0.00	12.00	12.00
MISC. TOWN CLERK FEES	2,000.00	1,810.77	(189.23)
POLICE - PISTOL PERMIT FEES	200.00	380.00	180.00
POLICE REPORT FEES	1,000.00	819.50	(180.50)
CABLE FRANCHISE FEE	54,000.00	30,184.84	(23,815.16)
<b>TOTAL LICENSES, PERMITS &amp; FEES</b>	<b>1,407,325.00</b>	<b>1,386,636.79</b>	<b>(20,688.21)</b>
FEDERAL GRANTS & REIMBURSEMENTS	144,321.00	0.00	(144,321.00)
TAG, SRTS grant	0.00	691.20	691.20
<b>TOTAL FROM FEDERAL GOV'T</b>	<b>144,321.00</b>	<b>691.20</b>	<b>(143,629.80)</b>
Municipal Aide	122,982.00	132,867.98	9,885.98
ROOMS & MEALS TAX	302,000.00	0.00	(302,000.00)
HIGHWAY BLOCK GRANT	179,000.00	125,511.40	(53,488.60)
NH FEMA GRANT	500.00	101,436.62	100,936.62
Reimbursement for grants admin	500.00	0.00	(500.00)
<b>TOTAL FROM STATE GOV'T</b>	<b>604,982.00</b>	<b>359,816.00</b>	<b>(245,166.00)</b>

**TOWN OF LITTLETON**  
**2020 ACTUAL & ANTICIPATED REVENUES**  
*Report Period: January 2020 thru December 2020*

ACCOUNT NAME	2020 Anticipated Revenue	Unaudited 2020 Actual Revenue	2020 Over (Under) Budget
INCOME FROM DEPTS - GENERAL	3,000.00	160.00	(2,840.00)
INCOME FROM DEPTS - POLICE	1,600.00	596.96	(1,003.04)
INCOME FROM DEPTS - FIRE	50.00	0.00	(50.00)
INCOME FROM DEPTS - HIGHWAY	50.00	0.00	(50.00)
<b>TOTAL CHARGES FOR SERVICES</b>	<b>4,700.00</b>	<b>756.96</b>	<b>(3,943.04)</b>
SALE OF TOWN OWNED PROPERTY	10,000.00	7,426.00	(2,574.00)
RENTALS - TOWN OWNED PROPERTY	3,600.00	12,900.00	9,300.00
INTEREST ON INVESTMENTS	10,000.00	25,164.02	15,164.02
POLICE - COURT FINES	5,000.00	6,969.82	1,969.82
POLICE - WITNESS FEES	100.00	0.00	(100.00)
POLICE - SPECIAL DETAILS	100.00	975.00	875.00
FIRE UNANTICIPATED REVENUE	100.00	412.35	312.35
PD FEES-NO TRESPASS	0.00	100.00	100.00
PD FEES- FINGERPRINTING	100.00	500.00	400.00
PD FEES- VIN VERIFICATION	100.00	80.00	(20.00)
PD FEES-VEHICLE IMPOUND	100.00	0.00	(100.00)
PD FEES-DOG IMPOUND	0.00	15.00	15.00
INSURANCE DIVIDENDS	150.00	0.00	(150.00)
OTHER INSURANCE REIMB-GEN FUND	0.00	8,877.77	8,877.77
DONATIONS	100.00	100.00	0.00
WELFARE REIMBURSEMENT	100.00	0.00	(100.00)
MISCELLANEOUS REVENUE	11,000.00	2,545.63	(8,454.37)
<b>TOTAL MISCELLANEOUS</b>	<b>40,550.00</b>	<b>66,065.59</b>	<b>25,515.59</b>
Transferred from Cons. Commissi	0.00	0.00	0.00
Transfer in from Sewer funds	0.00	0.00	0.00
Transfer in from Parkg Mtr fun	15,000.00	0.00	(15,000.00)
TRANSER IN FROM Parks Rec 10	0.00	0.00	0.00
TRANSFER IN FROM Trsf sta 11	85,000.00	0.00	(85,000.00)
TRANSFER IN FROM Opera H 12	0.00	0.00	0.00
Transfer in from Spec Detail F	0.00	0.00	0.00
Transfer in fr Cap. Prj Funds	0.00	0.00	0.00
TRANS FROM TRUST-MISC	0.00	0.00	0.00
VEHICLE CAPITAL RESERVE	0.00	0.00	0.00
<b>TOTAL INTERFUND TRANSFERS IN</b>	<b>100,000.00</b>	<b>0.00</b>	<b>(100,000.00)</b>

**TOWN OF LITTLETON**  
**2020 ACTUAL & ANTICIPATED REVENUES**  
*Report Period: January 2020 thru December 2020*

ACCOUNT NAME	2020 Anticipated Revenue	Unaudited 2020 Actual Revenue	2020 Over (Under) Budget
Loan Bond Proceeds	75,000.00	0.00	(75,000.00)
TRANSFER FROM TRUSTEES-REVAL	0.00	0.00	0.00
TRANS FROM TRUST-RETAINING WALL	0.00	0.00	0.00
TRANS FROM TRUST-BRIDGE REP & MAINT	0.00	0.00	0.00
Trans from trust sidewlk fund	0.00	0.00	0.00
Use of FB to reduce taxes	0.00	0.00	0.00
RESERVE FOR ABATEMENT	0.00	0.00	0.00
BUDGETARY USE OF FUND BALANCE	72,223.00	0.00	(72,223.00)
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>147,223.00</b>	<b>0.00</b>	<b>(147,223.00)</b>
<b>GENERAL FUND (01) Totals</b>	<b>9,984,472.00</b>	<b>9,314,585.04</b>	<b>(669,886.96)</b> (669,886.96)
<b>SEWER ENTERPRISE FUND (02)</b>			
From State	42,001.00	40,486.00	(1,515.00)
Charges for Services	1,002,400.00	1,186,551.89	184,151.89
Miscellaneous	500.00	0.00	(500.00)
Interfund Operating Transfers In	500.00	0.00	(500.00)
Other Financing Sources	500.00	0.00	(500.00)
<b>SEWER ENTERPRISE FUND (02) Totals</b>	<b>1,045,901.00</b>	<b>1,227,037.89</b>	<b>181,136.89</b> 181,136.89
<b>PARKING METER SPECIAL REVENUE FUND (03)</b>			
Fees	50,826.00	28,830.39	(21,995.61)
Miscellaneous	2,697.00	0.00	(2,697.00)
Interfund Operating Transfers In	0.00	0.00	0.00
Other Financing Sources	0.00	0.00	0.00
<b>PARKING METERS FUND (03) Totals</b>	<b>53,523.00</b>	<b>28,830.39</b>	<b>(24,692.61)</b> (24,692.61)
<b>AMBULANCE EMS REVOLVING FUND (08)</b>			
Charges for Services	361,711.00	85,088.44	(276,622.56)
Interfund Operating Transfers In	162,838.00	162,838.00	0.00
<b>AMBULANCE EMS FUND (08) Totals</b>	<b>524,549.00</b>	<b>247,926.44</b>	<b>(276,622.56)</b> (276,622.56)

**TOWN OF LITTLETON**  
**2020 ACTUAL & ANTICIPATED REVENUES**  
*Report Period: January 2020 thru December 2020*

ACCOUNT NAME	2020 Anticipated Revenue	Unaudited 2020 Actual Revenue	2020 Over (Under) Budget
<b>PARKS &amp; RECREATION REVOLVING FUND (10)</b>			
Charges for Services	115,250.00	68,281.00	(46,969.00)
Miscellaneous	0.00	48,000.00	48,000.00
Interfund Operating Transfers In	321,773.00	321,773.00	0.00
<b>PARKS &amp; RECREATION FUND (10) Totals</b>	<b>437,023.00</b>	<b>438,054.00</b>	<b>1,031.00</b> <i>1,031.00</i>
<b>TRANSFER STATION REVOLVING FUND (11)</b>			
Charges for Services	270,006.00	359,194.05	89,188.05
Interfund Operating Transfers In	241,020.00	241,020.00	0.00
<b>TRANSFER STATION FUND (11) Totals</b>	<b>511,026.00</b>	<b>600,214.05</b>	<b>89,188.05</b> <i>89,188.05</i>
<b>OPERA HOUSE SPECIAL REVENUE FUND (12)</b>			
Charges for Services	43,103.00	12,276.87	(30,826.13)
Interfund Operating Transfers In	61,408.00	61,408.00	0.00
<b>OPERA HOUSE FUND (12) Totals</b>	<b>104,511.00</b>	<b>73,684.87</b>	<b>(30,826.13)</b> <i>(30,826.13)</i>
<b>DRUG FORFEITURE FUND (13)</b>			
Miscellaneous	0.00	3,008.00	3,008.00
<b>DRUG FORFEITURE FUND (13) Totals</b>	<b>0.00</b>	<b>3,008.00</b>	<b>3,008.00</b> <i>3,008.00</i>
<b>SPECIAL DETAIL REVOLVING FUND (33)</b>			
Police Special Details - Outside	10,994.00	15,752.06	4,758.06
<b>SPECIAL DETAIL REVOLVING FUND (33) Totals</b>	<b>10,994.00</b>	<b>15,752.06</b>	<b>4,758.06</b> <i>4,758.06</i>
<b>GRANTS FUND (40)</b>			
Dog Park Donations	0.00	6,022.63	6,022.63
Police Department Grant/Donations	0.00	25,064.03	25,064.03
<b>GRANTS FUND (40) Totals</b>	<b>0.00</b>	<b>31,086.66</b>	<b>31,086.66</b> <i>31,086.66</i>

# TOWN OF LITTLETON

## 2020 ACTUAL & ANTICIPATED EXPENDITURES

*Report Period: January 2020 thru December 2020*

ACCOUNT NAME	2020 Anticipated Expenditures	Unaudited 2020 Actual Expenditures	2020 Over (Under) Budget
<b>GENERAL FUND (01)</b>			
EXECUTIVE	285,430.00	339,446.33	54,016.33
ELECTION, REGISTRATION & VITALS	263,600.00	252,699.24	(10,900.76)
FINANCIAL ADMINISTRATION	161,383.00	179,963.34	18,580.34
REAL PROPERTY APPRAISAL	117,191.00	120,731.77	3,540.77
LEGAL	97,600.00	141,090.94	43,490.94
PERSONNEL ADMINISTRATION	159,244.00	154,739.87	(4,504.13)
PLANNING & ZONING	108,075.00	88,971.36	(19,103.64)
GENERAL GOV'T BUILDINGS	88,145.00	79,156.59	(8,988.41)
CEMETERIES	85,200.00	84,902.91	(297.09)
TOWN INSURANCE	101,153.00	85,465.63	(15,687.37)
ADVERTISING/REG ASSOCIATION	35,170.00	32,696.49	(2,473.51)
OTHER GENERAL GOV'T	35,001.00	35,000.00	(1.00)
<b>TOTAL GENERAL GOVERNMENT</b>	<b>1,537,192.00</b>	<b>1,594,864.47</b>	<b>57,672.47</b>
POLICE	1,949,334.00	1,951,362.03	2,028.03
DISPATCH	209,616.00	174,998.00	(34,618.00)
FIRE	1,174,182.00	1,229,253.79	55,071.79
<b>TOTAL PUBLIC SAFETY</b>	<b>3,333,132.00</b>	<b>3,355,613.82</b>	<b>22,481.82</b>
PUBLIC WORKS	103,446.00	94,002.86	(9,443.14)
HIGHWAYS & STREETS	1,188,569.00	998,219.46	(190,349.54)
BRIDGES	2,500.00	3,387.70	887.70
STREET LIGHTING	68,180.00	67,663.12	(516.88)
<b>TOTAL HIGHWAYS &amp; STREETS</b>	<b>1,362,695.00</b>	<b>1,163,273.14</b>	<b>(199,421.86)</b>
<b>TOTAL HEALTH - ANIMAL CONTROL</b>	<b>2,150.00</b>	<b>720.00</b>	<b>(1,430.00)</b>
<b>TOTAL WELFARE</b>	<b>83,146.00</b>	<b>180,275.37</b>	<b>97,129.37</b>
LIBRARY	288,259.00	290,453.25	2,194.25
PATRIOTIC PURPOSES	2,400.00	1,081.37	(1,318.63)
<b>TOTAL CULTURE &amp; RECREATION</b>	<b>290,659.00</b>	<b>291,534.62</b>	<b>875.62</b>
<b>TOTAL CONSERVATION</b>	<b>3,205.00</b>	<b>132.88</b>	<b>(3,072.12)</b>
<b>TOTAL DEBT SERVICE</b>	<b>1,151,922.00</b>	<b>623,832.82</b>	<b>(528,089.18)</b>
<b>TOTAL OPERATING TRANSFERS OUT</b>	<b>781,759.00</b>	<b>787,039.00</b>	<b>5,280.00</b>
<b>TOTAL WARRANT ARTICLES</b>	<b>1,369,507.00</b>	<b>1,505,669.37</b>	<b>136,162.37</b>
<b>TOTAL PRIOR YEAR ENCUMBERED FUNDS</b>	<b>453,088.00</b>	<b>356,238.18</b>	<b>(96,849.82)</b>
<b>GENERAL FUND (01) Totals</b>	<b>10,368,455.00</b>	<b>9,859,193.67</b>	<b>(509,261.33)</b> (509,261.33)



**TOWN OF LITTLETON**  
**2020 ACTUAL & ANTICIPATED EXPENDITURES**  
*Report Period: January 2020 thru December 2020*

ACCOUNT NAME	2020 Anticipated Expenditures	Unaudited 2020 Actual Expenditures	2020 Over (Under) Budget
<b>SEWER ENTERPRISE FUND (02)</b>			
Expenses	869,249.00	817,308.49	(51,940.51)
Debt Service	175,152.00	116,509.49	(58,642.51)
Operating Transfers Out	500.00	0.00	(500.00)
Prior Year Encumbered Funds	60,000.00	26,120.53	(33,879.47)
<b>SEWER ENTERPRISE FUND (02) Totals</b>	<b>1,104,901.00</b>	<b>959,938.51</b>	<b>(144,962.49)</b> <i>(144,962.49)</i>
<b>PARKING METER SPECIAL REVENUE FUND (03)</b>			
Expenditures	53,522.00	19,577.42	(33,944.58)
<b>PARKING METERS FUND (03) Totals</b>	<b>53,522.00</b>	<b>19,577.42</b>	<b>(33,944.58)</b> <i>(33,944.58)</i>
<b>AMBULANCE EMS REVOLVING FUND (08)</b>			
Expenditures	524,549.00	479,155.54	(45,393.46)
<b>AMBULANCE EMS FUND (08) Totals</b>	<b>524,549.00</b>	<b>479,155.54</b>	<b>(45,393.46)</b> <i>(45,393.46)</i>
<b>PARKS &amp; RECREATION REVOLVING FUND (10)</b>			
Expenditures	451,022.00	420,941.07	(30,080.93)
<b>PARKS &amp; RECREATION FUND (10) Totals</b>	<b>451,022.00</b>	<b>420,941.07</b>	<b>(30,080.93)</b> <i>(30,080.93)</i>
<b>TRANSFER STATION REVOLVING FUND (11)</b>			
Expenditures	426,026.00	415,151.07	(10,874.93)
Warrant Articles - TS Station Improvements	0.00	26,300.75	26,300.75
<b>TRANSFER STATION FUND (11) Totals</b>	<b>426,026.00</b>	<b>441,451.82</b>	<b>15,425.82</b> <i>15,425.82</i>
<b>OPERA HOUSE SPECIAL REVENUE FUND (12)</b>			
Expenditures	104,511.00	90,023.90	(14,487.10)
<b>OPERA HOUSE FUND (12) Totals</b>	<b>104,511.00</b>	<b>90,023.90</b>	<b>(14,487.10)</b> <i>(14,487.10)</i>

**TOWN OF LITTLETON**  
**2020 ACTUAL & ANTICIPATED EXPENDITURES**  
*Report Period: January 2020 thru December 2020*

ACCOUNT NAME	Anticipated Expenditures	Actual Expenditures	Over (Under) Budget
<b>DRUG FORFEITURE FUND (13)</b>			
Expenditures	0.00	1,126.74	1,126.74
<b>DRUG FORFEITURE FUND (13) Totals</b>	<b>0.00</b>	<b>1,126.74</b>	<b>1,126.74</b> <i>1,126.74</i>
<b>SPECIAL DETAIL REVOLVING FUND (33)</b>			
Police Special Details - Outside	0.00	0.00	0.00
<b>SPECIAL DETAIL REVOLVING FUND (33) Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b> <i>0.00</i>
<b>CAPITAL PROJECTS FUND (35)</b>			
Landfill Closure	0.00	21,904.93	21,904.93
Riverwalk Phase II	0.00	(97,252.64)	(97,252.64)
CDFA River Dist Revitalization	0.00	5,424.90	5,424.90
<b>CAPITAL PROJECTS FUND (35) Totals</b>	<b>0.00</b>	<b>(69,922.81)</b>	<b>(69,922.81)</b> <i>(69,922.81)</i>
<b>GRANTS FUND (40)</b>			
NCIC Grant	0.00	5,687.50	5,687.50
TAP Sidewalk Connectivity	0.00	27,033.21	27,033.21
FEMA Grant	0.00	9,454.83	9,454.83
Police Dept Grants/Donation	0.00	(8,273.35)	(8,273.35)
Municipal Aid Funds	0.00	38,982.10	38,982.10
Rails to Trails Grant	0.00	1,637.50	1,637.50
Sub Area 5 Sewer Grant	0.00	58,513.90	58,513.90
Sub Area 2 PER	0.00	2,463.40	2,463.40
EDA - Construction	0.00	1,375.00	1,375.00
Profile Cable Consortium	0.00	2,965.00	2,965.00
<b>GRANTS FUND (40) Totals</b>	<b>0.00</b>	<b>139,839.09</b>	<b>139,839.09</b> <i>139,839.09</i>
<b>EXPENDABLE TRUST FUNDS (45)</b>			
Police Part-Time Training	0.00	675.81	675.81
<b>EXPENDABLE TRUST FUNDS (45) Totals</b>	<b>0.00</b>	<b>675.81</b>	<b>675.81</b> <i>675.81</i>



**Town of Littleton  
Trust Funds**  
as of December 2020

Date of Creation			Name of Trust Fund	Purpose Trust Fund	PRINCIPAL										INCOME				Grand Total Principal & Income of Period	Market Value
					Balance Beginning Year	Additions/ New Funds Created	Expended During Period	Fees During Period	Cash Capital Gains	Gain (Loss) on Securities	Balance End of Period	Balance Beginning Year	Income During Period	Expended/ Received During Period	Fees During Period	Balance End of Period				
1964	Littleton Cemeteries	Care	100,747.20	-	-	(257.64)	86.70	3,957.96	104,534.22	2,487.07	2,449.76	-	(257.64)	4,679.19	109,213.41	141,000.73				
1981	Community House	Care	61,139.03	-	-	(177.12)	59.58	2,660.45	63,681.95	9,868.90	1,683.85	-	(177.12)	11,375.63	75,067.58	96,903.61				
1984	Littleton Public Library	Care	160,524.32	-	-	(429.39)	144.48	6,541.48	166,780.89	11,564.93	4,082.64	-	(429.39)	15,218.17	181,999.06	234,971.14				
1983	Littleton Public Library	Books	282,028.22	-	-	(767.34)	258.19	11,654.11	293,173.18	25,533.41	7,295.69	-	(767.34)	32,061.96	325,235.14	419,897.07				
	Howard J. and Joan Collins	Books	15,064.35	-	-	(41.91)	14.10	633.88	15,670.43	1,731.83	398.39	-	(41.91)	2,088.31	17,758.74	22,927.54				
	Total Library		457,616.89	-	-	(1,238.64)	416.77	18,829.47	475,624.49	38,830.17	11,776.92	-	(1,238.64)	49,368.45	524,982.94	677,795.75				
1918	D C Remick	Park Care	10,973.81	-	-	(29.73)	10.00	451.80	11,405.89	939.85	282.61	-	(29.73)	1,192.74	12,598.63	16,265.54				
1977	K I I Macleod	Pool	14,140.44	-	-	(36.13)	12.15	554.96	14,671.42	330.89	343.41	-	(36.13)	638.17	15,309.59	19,765.56				
	Total Park		25,114.25	-	-	(65.85)	22.15	1,006.76	26,077.31	1,270.74	626.02	-	(65.85)	1,830.91	27,908.22	36,031.10				
*1998	J C Richardson	Dom Science	42.32	-	-	(0.10)	0.04	1.72	43.98	2.80	1.07	-	(0.10)	3.77	47.75	61.65				
1980	Morris Band Fund	Scholarship	9,505.81	-	-	(29.11)	9.46	422.87	9,909.03	2,765.28	271.33	(1,000.00)	(29.11)	2,007.50	11,916.53	15,384.92				
1980	H T Revolt	Scholarship	18,171.34	-	-	(49.78)	16.75	755.15	18,893.46	1,793.17	473.33	-	(49.78)	2,206.72	21,100.18	27,241.54				
1982	F H Glazier	Scholarship	577.01	-	-	(1.78)	0.60	26.46	602.29	136.56	16.92	-	(1.78)	151.70	753.99	973.44				
	Littleton High School	Scholarship	20,556.46	-	(6,122.05)	(41.41)	12.04	613.45	15,018.49	204.33	368.36	(377.95)	(41.41)	153.33	15,171.83	19,587.69				
*1987	B & C Merrick	Scholarship	4,509.16	-	-	(11.44)	3.85	175.94	4,677.50	72.04	108.71	-	(11.44)	169.31	6,486.81	8,257.51				
1980	J C Macleod	Prizes	8,936.05	-	-	(23.17)	7.80	355.04	9,275.72	349.68	220.32	-	(23.17)	546.84	9,822.55	12,681.47				
1984	New England Power	Award	1,847.07	-	-	(5.46)	1.84	81.67	1,925.11	340.13	51.86	-	(5.46)	386.53	2,311.65	2,984.47				
1990	D Enderson	Award	14,494.06	-	-	(41.93)	13.98	625.94	15,092.04	2,558.61	396.56	(400.00)	(41.93)	2,513.24	17,605.27	22,729.41				
*2002	Nancy Bigelow	Scholarship	34,410.66	-	(4,079.42)	(80.54)	25.45	1,207.42	31,483.58	840.82	739.01	(920.58)	(80.54)	578.71	32,062.29	41,394.24				
	M Lakeway	Scholarship	72.82	-	-	(0.20)	0.07	2.96	75.65	5.16	1.85	-	(0.20)	6.81	82.46	106.46				
*1991	Brooks	Scholarship	25,863.19	-	-	(66.85)	21.76	1,007.90	26,826.00	1,511.06	635.03	(1,500.00)	(66.85)	579.25	27,405.25	35,381.74				
*2006	Patricia Stillings	Scholarship	9,219.92	-	-	(24.64)	8.29	375.38	9,578.95	653.01	234.23	-	(24.64)	862.61	10,441.56	13,480.65				
*2007	Elizabeth McKinnon	Scholarship	12,287.78	300.00	(439.99)	(30.42)	10.21	470.62	12,598.19	560.01	288.32	(560.01)	(30.42)	257.90	12,856.09	16,597.95				
	Eileen Fahy	Scholarship	20,646.64	-	(3,455.05)	(46.81)	14.44	695.38	17,854.60	497.11	423.75	(544.95)	(46.81)	329.10	18,183.71	23,476.20				
*2009	Charles C Craigie Mem	Scholarship	43.20	-	-	(0.15)	0.04	1.93	45.03	8.97	1.24	-	(0.15)	10.06	55.09	71.12				
2010	Magnuette Badger Scholar	Scholarship	4,576,937.94	-	-	(12,454.42)	4,168.53	188,521.33	4,757,173.38	474,370.84	118,170.37	(86,250.00)	(12,454.42)	493,836.79	5,251,010.17	6,779,352.73				
2011	Everett/Barbara Blackley	Scholarship	51,601.19	-	-	(136.56)	45.95	2,084.58	53,596.16	3,129.14	1,298.50	-	(136.56)	4,291.08	57,886.24	74,734.42				
*2012	Bernard L Kohn Memorial	Scholarship	5,996.06	100.00	(870.07)	(13.40)	4.40	208.50	5,425.49	129.93	125.88	(129.93)	(13.40)	112.19	5,537.68	7,149.46				
	Streeter Scholarship	Scholarship	3,916.57	-	(806.64)	(8.74)	2.61	127.73	3,231.53	184.09	77.80	(193.36)	(8.74)	59.78	3,291.32	4,249.28				
*2017	Total School		4,819,635.24	400.00	(15,773.22)	(13,066.89)	4,368.08	197,761.97	4,993,325.18	490,102.76	123,904.15	(91,876.78)	(13,066.89)	509,063.24	5,502,398.42	7,103,896.35				

\* = Principal and Income may be distributed from these funds. All other Trust Funds only Income is available for distribution.

Town of Littleton  
Trust Funds  
as of December 2020

Date of Creation	Name of Trust Fund	Purpose Trust Fund	PRINCIPAL						INCOME					Grand Total Principal & Income of Period	Market Value
			Balance Beginning Year	Additions/ New Funds Created	Expended During Period	Fees During Period	Cash Capital Gains	Gain (Loss) on Securities	Balance End of Period	Balance Beginning Year	Income During Period	Expended During Period	Fees During Period	Balance End of Period	
1918	D C Remick	Deeds Care	11,873.85	-	-	(42.18)	14.18	613.51	12,459.36	5,047.34	400.88	-	(42.18)	5,406.04	23,065.24
* 1994	Conservation Comm.	Care	22,717.80	-	-	(71.06)	23.90	1,053.77	23,724.41	5,775.47	675.41	-	(71.06)	6,379.83	38,866.28
1999	Cons Com - M. C. Howland	Maintenance	21,326.40	-	-	(80.62)	27.12	1,163.03	22,435.92	11,042.42	766.64	-	(80.62)	11,728.44	44,108.12
	<b>Total Conservation</b>		<b>55,918.04</b>	<b>-</b>	<b>-</b>	<b>(193.86)</b>	<b>65.20</b>	<b>2,830.30</b>	<b>58,619.69</b>	<b>21,865.23</b>	<b>1,942.93</b>	<b>-</b>	<b>(193.86)</b>	<b>23,514.31</b>	<b>106,039.64</b>
	<b>Trust Funds Main Account</b>		<b>5,520,170.66</b>	<b>400.00</b>	<b>(15,773.22)</b>	<b>(15,000.00)</b>	<b>5,018.49</b>	<b>227,046.92</b>	<b>5,721,862.85</b>	<b>564,424.86</b>	<b>142,283.63</b>	<b>(91,876.78)</b>	<b>(15,000.00)</b>	<b>599,831.73</b>	<b>8,161,667.18</b>
2010	Retaining Wall Maint Fd		127.33	-	-	-	-	-	127.33	11.36	0.72	-	-	12.08	139.41
2010	Police Special Detail Fd		102.47	4,000.00	-	-	-	-	4,102.47	7.67	0.94	-	-	8.61	4,111.08
	<b>Trust Funds Totals</b>		<b>5,520,400.46</b>	<b>4,400.00</b>	<b>(15,773.22)</b>	<b>(15,000.00)</b>		<b>227,046.92</b>	<b>5,726,092.65</b>	<b>564,443.91</b>	<b>142,285.29</b>	<b>(91,876.78)</b>	<b>(15,000.00)</b>	<b>599,852.42</b>	<b>8,165,917.67</b>

\* = Principal and Income may be distributed from these funds. All other Trust Funds only Income is available for distribution.

Town of Littleton  
**Capital Reserve Funds**  
as of December 2020

Date of Creation	Name of Trust Fund	Purpose	PRINCIPAL					INCOME					Grand Total Principal & Income of Period	Market Value
			Balance Beginning Year	Additions/ New Funds Created	Expended During Period	Cash Capital Gains	Gain (Loss) on Securities	Balance End of Period	Balance Beginning Year	Income During Period	Expended During Period	Balance End of Period		
1964	Littleton School District	Equipment	101,606.45	-	(26,926.18)	-	-	74,680.27	3,212.13	496.58	(3,348.65)	360.06	75,040.33	75,040.33
1993	Littleton School District	Fac Management	168,499.17	-	(88,589.35)	-	-	79,909.82	5,851.96	753.94	(6,079.05)	526.85	80,436.67	80,436.67
1997	LSD	Ed Disabled Children	140,703.67	51,000.00	-	-	-	191,703.67	18,141.59	827.27	-	18,968.86	210,672.53	210,672.53
2008	HJ Gallen Career & Tech Ed Ctr Fund	Ed Disabled Children	486,525.94	65,332.04	(67,016.22)	-	-	484,841.76	21,553.99	2,510.31	(22,215.75)	1,848.55	486,690.31	486,690.31
2009	Warrant Article 10	Heat Fuel Fund	40,000.00	-	-	-	-	40,000.00	2,236.72	219.94	-	2,456.66	42,456.66	42,456.66
<b>Total Schools</b>			937,336.23	116,332.04	(162,531.75)	-	-	871,135.52	50,996.39	4,808.04	(31,643.45)	24,160.98	895,296.50	895,296.50
1986	Warrant Article 18	Landfill	45,421.81	-	-	-	-	45,421.81	879.72	241.12	-	1,120.84	46,542.65	46,542.65
1993	Warrant Article 16	Bridge Cap Res Fund	10.78	-	-	-	-	10.78	3.03	0.08	-	3.11	13.89	13.89
1994	Warrant Article 25	Sewer Upgrade	1,402.87	-	-	-	-	1,402.87	514.88	9.99	-	524.87	1,927.74	1,927.74
1994	Warrant Article 10	Conserv Comm Fund	75,733.00	4,074.00	-	-	-	79,807.00	3,866.20	415.38	-	4,081.58	83,888.58	83,888.58
2003	Warrant Article 15	Leave Time Liability	76,089.62	-	-	-	-	76,089.62	17,688.96	486.36	-	18,177.32	94,266.94	94,266.94
2009	Warrant Article 12	Street Light Maint	2,000.00	-	-	-	-	2,000.00	225.73	11.58	-	217.31	2,217.31	2,217.31
2009	Warrant Article 13	Town-wide Assess	1,155.79	-	-	-	-	1,155.79	107.31	6.59	-	113.90	1,269.69	1,269.69
2012	Warrant Article 14	Assistance Expend	13,781.00	8,000.00	-	-	-	21,781.00	710.90	79.45	-	790.35	22,571.35	22,571.35
2013	Warrant Article 15	Sidewalk Maint	311.50	-	-	-	-	311.50	37.64	1.82	-	394.6	350.96	350.96
2013	Warrant Article 33	Park & Rec Equip	11,480.42	-	-	-	-	11,480.42	585.93	62.84	-	648.77	12,129.19	12,129.19
2013	Warrant Article 33	Comm House Improv	(0.00)	-	-	-	-	(0.00)	0.06	0.06	-	11.87	11.87	11.87
2014	Warrant Article 27	Library Fund	30,000.00	15,000.00	-	-	-	45,000.00	1,522.13	165.60	-	1,687.73	46,687.73	46,687.73
2015	Warrant Article 16	Hwy Garage Salt Shed	-	-	-	-	-	-	30.87	0.15	-	31.02	31.02	31.02
2015	Warrant Article 26	Remich Park Bldg Replmt	820.51	-	-	-	-	820.51	101.03	4.81	-	105.84	926.35	926.35
2016	Warrant Article 11	Fire Dept Heat Sys & Oil	-	-	-	-	-	-	7.67	0.04	-	7.71	7.71	7.71
2020	Warrant Article 23	Police Part Time Training	-	1,000.00	-	-	-	1,000.00	-	1.11	-	1.11	1,001.11	1,001.11
2020	Warrant Article 31	Public Works Vehicle & Equip	-	1,000.00	-	-	-	1,000.00	-	0.10	-	0.10	1,000.10	1,000.10
2020	Warrant Article 33	Police Vehicle & Equip	-	1,000.00	-	-	-	1,000.00	-	0.11	-	0.11	1,000.11	1,000.11
2020	Warrant Article 32	Fire/EMS Vehicle & Equip	-	1,000.00	-	-	-	1,000.00	-	0.18	-	0.18	1,000.18	1,000.18
<b>Total Town</b>			258,207.30	31,074.00	-	-	-	289,281.30	26,093.81	1,489.37	-	27,583.18	316,864.48	316,864.48
<b>Capital Reserve Totals</b>			1,195,542.53	147,406.04	(182,531.75)	-	-	1,160,416.82	77,090.20	6,297.41	(31,643.45)	51,744.16	1,212,160.98	1,212,160.98
<b>Grand Total</b>			6,715,942.99	151,806.04	(198,304.97)	(15,000.00)	227,046.92	6,886,509.47	64,534.11	148,582.70	(123,520.23)	651,596.58	7,538,106.05	9,378,076.85

# LITTLETON ASSESSING DEPARTMENT

The Assessing Office is responsible for calculating the Assessed Value of each property in Littleton and ensuring that each is assessed equitably in relation to market value. Littleton utilizes computer assisted mass appraisal (CAMA) software provided by Vision Government Solutions of Northborough, MA. The last update of values was performed in 2020 by KRT Appraisal of Haverhill, MA. The assessed values of Littleton properties can be found in the Town of Littleton website under departments, assessing, and parcel maps online.

KRT Appraisal is the Town's contracted Assessors and is usually in the Town Hall one to two days during the work week. Please feel free to call and speak with them with questions you may have regarding your assessment. Some of the duties of the Town's contracted Assessors are to follow up on building permits, quarterly property inspections and data checks on properties. If you have any questions regarding their credentials, please contact us here at the Town Office and we will verify who they are and if they are in your neighborhood on that particular day.

Applications for all exemptions, tax deferrals (formerly the elderly & disabled tax lien), and tax credits must be made no later than April 15th, preceding the setting of the tax rate (RSA 72:33). The taxpayer must be qualified for the exemption, deferral, or credit as of April 1st of the tax year claimed. The financial qualifications will be reviewed as of the time the application is filed. The Assessing Officials will provide a written decision.

Applications for abatements must be made by March 1st following the notice of the tax. The Assessing Officials are to grant or deny the abatement by July 1st. The taxpayer may appeal the denial of an abatement to the Board of Tax & Land Appeals or to Superior Court, but not both, by September 1st. These dates are adjusted if the tax bills are mailed after December 31st.

## Important Dates

**March 1** Last day to file for abatements for the upcoming tax year.

**April 15** Last day to file application for property tax exemption, credit, or deferral for the upcoming tax year.

**April 15** Last day for religious, educational, and charitable organizations to file annual list of all exempt property with assessing officials. Refusal to file may be grounds for denial.

**April 15** Last day to file application for "Current Use" for the upcoming tax year.

KRT Appraisal, Contract Assessor  
603-444-3996 ext. 1014

# SUMMARY OF VALUATION

## Annual Report – 2020

CURRENT USE LAND	1,268,870
RESIDENTIAL LAND	79,480,620
COMMERCIAL/INDUSTRIAL LAND	75,098,720

<b>TOTAL TAXABLE LAND</b>	<b>155,848,210</b>
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RESIDENTIAL BUILDINGS	326,760,648
MANUFACTURED HOUSING	12,140,900
COMMERCIAL/INDUSTRIAL BUILDINGS	179,025,400

<b>TOTAL TAXABLE BUILDINGS</b>	<b>517,926,948</b>
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PUBLIC UTILITIES-SECTION A	78,304,300
PUBLIC UTILITIES-SECTION B	

<b>VALUATION BEFORE EXEMPTIONS</b>	<b>752,079,458</b>
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BLIND EXEMPTIONS	105,000
ADJUSTED ELDERLY EXEMPTIONS	3,920,000

<b>TOTAL EXEMPTIONS OFF VALUE</b>	<b>4,025,000</b>
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<b>VALUATION ON WHICH MUNICIPAL, COUNTY &amp; LOCAL EDUCATION TAX RATE IS COMPUTED</b>	<b>748,054,458</b>
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LESS PUBLIC UTILITIES-SECTION A	78,304,300
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<b>VALUATION ON WHICH TAX RATE FOR STATE EDUCATION TAX IS COMPUTED</b>	<b>669,750,158</b>
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VETERANS EXEMPTIONS	138,500
DISABLED VETERANS	9,800

<b>TOTAL TAX CREDITS</b>	<b>148,300</b>
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NON-TAXABLE LAND AND BUILDINGS	293,052,280
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## PROPERTY TAX RATE HISTORY 1993–2020

<i>Year</i>	<i>In-Town</i>	<i>County School</i>	<i>Local School</i>	<i>State</i>	<i>Total</i>	<i>Sidewalk Dist</i>	<i>Total</i>
1993	\$8.67	\$1.57	\$23.18	-	<b>\$33.42</b>	\$0.42	<b>\$33.84</b>
1994	\$8.55	\$1.55	\$23.81	-	<b>\$33.91</b>	\$0.37	<b>\$34.28</b>
1995	\$8.45	\$1.48	\$25.16	-	<b>\$35.09</b>	\$0.27	<b>\$35.36</b>
1996	\$5.17	\$1.18	\$17.16	-	<b>\$23.51</b>	\$0.18	<b>\$23.69</b>
1997	\$5.52	\$1.23	\$17.92	-	<b>\$24.67</b>	\$0.17	<b>\$24.84</b>
1998	\$6.27	\$1.23	\$17.14	-	<b>\$24.64</b>	\$0.14	<b>\$24.78</b>
1999	\$7.45	\$1.17	\$7.42	\$6.51	<b>\$22.55</b>	\$0.13	<b>\$22.68</b>
2000	\$5.96	\$1.42	\$11.63	\$6.37	<b>\$25.38</b>	\$0.13	<b>\$25.51</b>
2001	\$6.59	\$1.59	\$11.28	\$6.49	<b>\$25.95</b>	\$0.15	<b>\$26.10</b>
2002	\$6.67	\$1.65	\$12.24	\$6.44	<b>\$27.00</b>	\$0.20	<b>\$27.20</b>
2003	\$7.67	\$1.76	\$14.84	\$5.68	<b>\$29.95</b>	\$0.23	<b>\$30.18</b>
2004	\$8.74	\$1.88	\$19.96	\$4.46	<b>\$35.04</b>	\$0.36	<b>\$35.40</b>
2005	\$5.41	\$1.11	\$11.13	\$2.57	<b>\$20.22</b>	\$0.24	<b>\$20.46</b>
2006	\$5.60	\$0.86	\$10.27	\$2.46	<b>\$19.19</b>	\$0.10	<b>\$19.29</b>
2007	\$6.40	\$1.11	\$11.04	\$2.28	<b>\$20.83</b>	\$0.16	<b>\$20.99</b>
2008	\$6.78	\$1.14	\$11.26	\$2.62	<b>\$21.80</b>	\$0.14	<b>\$21.94</b>
2009	\$6.90	\$1.05	\$10.57	\$2.54	<b>\$21.06</b>	\$0.00	<b>\$21.06</b>
2010	\$8.04	\$1.10	\$11.23	\$2.46	<b>\$22.83</b>	\$0.00	<b>\$22.83</b>
2011	\$6.77	\$1.24	\$10.08	\$2.31	<b>\$20.40</b>	\$0.00	<b>\$20.40</b>
2012	\$7.00	\$1.32	\$10.35	\$2.40	<b>\$21.07</b>	\$0.00	<b>\$21.07</b>
2013	\$7.40	\$1.27	\$11.34	\$2.45	<b>\$22.46</b>	\$0.00	<b>\$22.46</b>
2014	\$7.44	\$1.29	\$11.15	\$2.32	<b>\$22.20</b>	\$0.00	<b>\$22.20</b>
2015	\$7.84	\$1.35	\$11.55	\$2.58	<b>\$23.32</b>	\$0.00	<b>\$23.32</b>
2016	\$8.57	\$1.52	\$13.32	\$2.50	<b>\$25.91</b>	\$0.00	<b>\$25.91</b>
2017	\$8.51	\$1.63	\$13.29	\$2.39	<b>\$25.82</b>	\$0.00	<b>\$25.82</b>
2018	\$7.90	\$1.49	\$11.62	\$2.09	<b>\$23.10</b>	\$0.00	<b>\$23.10</b>
2019	\$4.25	\$2.16	\$14.72	\$1.97	<b>\$23.10</b>	\$0.00	<b>\$23.10</b>
2020	\$5.26	\$2.04	\$12.70	\$1.65	<b>\$21.65</b>	\$0.00	<b>\$21.65</b>

## POLICE DEPARTMENT

As we started 2020 with optimism, one of our primary goals was to continue our efforts to reduce drug overdose deaths in the Town of Littleton with our on-going battle against the drug epidemic. However, our operational approach to the drug epidemic, in addition to our normal police activities, were dramatically altered when the global pandemic known as COVID-19 arrived in the United States in early 2020. COVID-19 significantly affected both the internal and external operations of Littleton Police Department. These ramifications are particularly profound as they relate to safety measures and risk mitigation strategies implemented to protect police personnel and the public they serve. For example, procedures were put in place to reduce in-person response calls, our lobby was closed to the public and on-line forms and publications were made readily available to assist the public while reducing person to person contact. Additional decontamination methods were added to the daily departmental cleaning routine to keep the staff and public safe from the virus. Officers and staff were asked to wear masks, check their temperatures, and frequently wash their hands to help reduce the spread of coronavirus. Several exposures to the virus by department personnel resulted in a few officers being quarantined, which had a drastic and immediate effect on the operation readiness of the department. Due to the reduced public access many of our community policing activities were altered.

New types of enforcement actions relating to face covering orders, shelter in place orders and policing newly-designated essential and non-essential businesses are among the roles that were absent before this health crisis. In so doing, the Littleton Police Department was placed in an unenviable role of having to assist the municipal health officer and the New Hampshire Attorney General enforce pandemic-related rules that are opposed by some vocal citizens. Interestingly, while facial covering has been encouraged to reduce transmission of the virus, they have been used by criminals to hide their identities.

In 2020, drug overdose deaths in Littleton were reduced from the previous year (7). Our community suffered the tragic loss of three confirmed overdose deaths in 2020 as a result of the statewide drug epidemic. The use of these highly addictive drugs has repercussions that extend far beyond the individual user. The medical and social consequences of their use—such as hepatitis, HIV/AIDS, fetal effects, crime, violence, and disruptions in family, workplace, and educational environments—have a devastating impact on society and cost billions of dollars each year. Not only are local and state law enforcement agencies seeing a deadly resurgence of fentanyl (the primary source of most overdose deaths in NH), but a rise in the use and distribution of Methamphetamine, Cocaine and Crack Cocaine.

### **Deterra Drug Disposal Bags Provided By RALI NH for safe home drug disposal**



In early 2020, the voters of the Littleton approved an additional patrol officer position to be partially funded by the New Hampshire Department of Justice. This allowed the department to assign an officer to the NH Attorney General's Drug Task Force. This assignment solidified our commitment to combat the drug epidemic in our backyard. Additionally, in an effort to reduce the illegal distribution and use of controlled substances in the Town of Littleton, the Littleton Police Department worked diligently with local municipal police departments, Grafton County Sheriff's Office, Grafton County Attorney's Office, DEA, Homeland Security Investigators, the Attorney General's Drug Task Force, and the New Hampshire State Police (comprised of members from the Mobile Enforcement Team (MET), Narcotics Investigations Unit (NIU), and Troop F). Many of the investigations are part of larger police operations outside of Littleton investigating the distribution of methamphetamine, fentanyl, and other narcotics, which has netted hundreds of grams of drugs, cash as well as several guns. The Littleton Police Department partnered with the Berlin Police Department in participating in the NH Law Enforcement Opioid Abuse Reduction Initiative Grant (Granite Shield) to address the illicit use of opioid class drugs by interdiction work and forming a larger coalition to serve the "North of the Notches" region. The Littleton Police Department remains committed to reduce illegal distribution and use of controlled substances in order to maintain the status of being a safe community with a reputation as a great place to live, visit, work and do business.

As an alternative concurrent approach to combat drug use and overdoses, the Littleton Police Department has partnered with the North Country Health Consortium (NCHC) as a recipient of a two and half year grant totaling \$50,000 to initiate a Recovery-Oriented Policing Model for the Town of Littleton. The model included training officers in responding to individuals suffering from substance and opioid abuse disorders, providing them with resources to enter into a path of sobriety and recovery such as the WARM program at the NCHC and the introduction to a recovery coach on staff at the police department. The model also allows for educational efforts in preventing illicit drug use, coordinated treatment/recovery programs and enhanced law enforcement efforts. In 2020, with funds provided from the grant, Jamie Allaire (one of our administrative assistants) became a trained recovery coach who is available on an on-call basis to the officers when they encounter an individual in need of recovery services after normal business hours. In the months since Jamie has received her training and certification, she has provided numerous people with a path to recovery and wellness. Her efforts will positively impact the community and the operations of the Littleton Police Department by allowing our resources to be utilized elsewhere rather on those who were previously drug dependent and committing crimes.

Please don't forget about our permanent drug take back location in the lobby of the Littleton Police Department. Unused prescription medications in homes create a public health, environmental and safety concern, because they can be accidentally ingested, stolen, misused, and abused. In 2020 the department collected 271.5 lbs. of unused prescription medication. In the fall of 2020, the Rx Abuse Leadership Initiative of New Hampshire (RALI NH) provided the Littleton Police Department with nearly a thousand Deterra drug disposal pouches to help raise awareness of the importance of safe drug disposal practices and work towards preventing substance misuse. These environmentally safe pouches are provided for free for members of the community, so they can dispose of unwanted/unused drugs in their home. As first responders work to help families stay safe and healthy during the COVID-19 pandemic, a critical priority is the safe disposal of unused medications in the home. These drug disposal pouches can be dropped off at a residence, upon request (at no charge), by a member of the Littleton Police Department.

The department continued to utilize outside revenue sources such as grants to conduct enhanced patrols in order to provide for safer streets and neighborhoods. The Littleton Police Department was the recipient of several New Hampshire Highway Safety Agency grants. The grants provided enhanced patrol coverage which included DWI saturation patrols, pedestrian safety foot patrols, seatbelt enforcement patrols, and specialized patrols to address distracted drivers and speed during morning and afternoon "rush hour" traffic. In total, the Littleton Police Department secured \$16,006.00 in New Hampshire Highway Safety grant funding to make our streets and sidewalks safe.

## New Patrol Cars Purchased in 2020



## Officer of the Year— Officer Bryce Lineman



In 2020, Ofc. Caroline Hafey resigned her full time position at the department to pursue a career in the private sector. We wish Caroline much success in her new endeavor. Soon after Caroline's departure, the department was pleased to announce the appointment of Chris Wilkins to fill the vacancy Caroline left. Chris was previously the Director of the Town of Littleton Parks and Recreation Department. In early 2020 David Wentworth, a veteran of the Littleton Police Department and the NH Division of Liquor Enforcement, was selected to fill the supervisory roll made vacant by Rick Ball in late 2019. Officer Ball remains employed part-time at Littleton Police Department. In May, we welcomed James Hamel to our ranks to fill a patrol vacancy created by the assignment of an officer to the Drug Task Force. Officer Hamel brings eight years of experience from the Woodstock and Plymouth Police Departments. At our annual awards ceremony held in February, Officer Bryce Lineman received the 2019 Officer of the Year Award for his performance of duty and dedication to the Town of Littleton. During the ceremony, several awards and citations were also presented to officers, civilian employees, and volunteers (VIPS) who distinguished themselves throughout the year.

Littleton Police Department continues to participate in the Alcohol Tobacco and Other Drugs task force (ATOD). ATOD is a collaborative effort of community leaders which is hosted by the North Country Health Consortium. Its primary mission is to reduce consequences of alcoholism and drug addiction by preventing youth substance misuse. The department is a proud member of the Grafton County Drug Court team and continues to be committed to alternative sentencing such as ASSERT (our local mental health court). Grafton County Alternative Sentencing Programs seek to provide an effective and meaningful alternative to the traditional criminal justice system for first time juvenile offenders and for individuals with a mental illness, or drug and alcohol addiction. Their goal is to promote prompt intervention, education, treatment and recovery in order to improve the quality of the individual's life, reduce recidivism, save money and improve community safety.



The department remains committed to educating and mentoring our youth against the dangers of drugs, tobacco and alcohol with programs such as the Too Good for Drugs program. Littleton Police Department D.A.R.E. officer, Captain James Gardiner, introduced the Too Good for Drugs program in the Mildred C. Lakeway Elementary School. Skill development is at the core of Good for Drugs, a universal K-12 prevention education program designed to mitigate the risk factors and enhance protective factors related to alcohol, tobacco, and other drug use. The lessons introduce and develop social and emotional skills for making healthy choices, building positive friendships, developing self-efficacy, communicating effectively, and resisting peer pressure and influence. In 2020 the Littleton School District (SAU 84) secured grant funding for training and program supplies in support of the Too Good for Drugs program. Utilizing funds from the grant, Detective Jillian Myers attended training and became a Too Good for Drugs instructor in order to expand the program throughout the district.

Challenged by the COVID-19 pandemic, the Littleton Police Department continued to support a strong community policing philosophy while maintaining social distancing. In early 2020, in an attempt to spread some cheer during the early days of the pandemic, the department hosted its first virtual Easter Egg Coloring contest. There were many colorful entries. During the summer we assisted the Littleton Parks and Recreation Department with building the new “playscape” at Remich Park. In October, the Littleton Police Department hosted the second annual Pumpkin Head People Contest. Many businesses and families participated, drawing many visitors to our community to view their creations. Additionally, the department continued the very successful Great Pumpkin Challenge. These pre-Halloween events are designed to encourage families to get outside and discover our community together. Judging by the amount of participation, citizen involvement and positive feedback, all of these programs proved to be a great success. A special thank you to the many merchants and community members who donated prizes for these events.

Members of the police department participated, volunteered and donated their time and money to support programs sponsored by the Littleton Police Department Benevolent Association. The Littleton Police Benevolent Association sponsors programs such as “Operation Santa” which provides assistance anonymously to families in need within our community at Christmas time. This year, they were able to adopt two families and provide them with items such as winter coats, snow suits, winter boots, hats, gloves, scarves, warm clothes, books and toys. We will continue to provide these programs and would like to thank the supporters for their generous donations that help make these events and programs possible.



**Officers of LPD at  
Glenwood Cemetery on  
National Peace Officers  
Memorial Day**



**LPD Officers assisting with  
building the new playground  
at Remich Park**



**Personal Protective  
Equipment Donated  
to LPD from a local  
business to assist  
COVID-19 protection**



**Pumpkinhead People Contest  
Winner—Business**



**Pumpkinhead People Contest  
Winner— Residential**

Even with the threat of the COVID-19 virus, the Littleton Police Department remained very dedicated in providing a school safe environment. We worked very closely with the administration and staff from SAU #84 in order to provide for the safety of our youth. The department participated in safety meetings, assisted with emergency drills (active shooter, medical emergencies, shelter in place, etc.) and provided training to the faculty and staff to help the district become a leader in school safety in the State of New Hampshire. The Littleton Police Department continues to be a proud member of the Safe Routes to School (SRTS) Program. Due to the pandemic, programs that the police department normally participates in such as “Walking Wednesdays” and the annual bike rodeo at Lakeway Elementary School, were cancelled. We look forward to joining the school in these activities next year.

In 2020, the Littleton Police Department continued to engage in a partnership with Littleton Regional Healthcare (LRH) to assist their Campus Security Department. Littleton officers trained with LRH security officers to enhance campus security and create a team approach in order to provide a safe environment for the staff and patients at LRH.

The Littleton Volunteers in Police Service program continues to be an integral part of the Littleton Police Department. The Volunteers in Police Service (VIPS) program was created by the United States Department of Justice and established in Littleton in 2008. The VIPS program provides support and resources for agencies interested in developing or enhancing a volunteer program and for citizens who wish to volunteer their time and skills with a community law enforcement agency. The program’s ultimate goal is to enhance the capacity of state and local law enforcement to utilize volunteers. The volunteers have been able to provide assistance to the officers and the community in the following areas: community outreach such as the Halloween events and Safe Routes to School Bike Rodeo, cruiser maintenance, prosecutorial assistance, house checks, landscaping, speed trailer deployment, front desk assistance to the administrative staff and assist with traffic control during the numerous parades that our community holds. Annually the Littleton Police Department Volunteers in Police Service (VIPS) donate equipment for the men and women of the department. The VIPS raise money through private donations and hold an annual fundraiser. In 2020, the hours VIPS gave to the Littleton Police Department was drastically reduced due to the pandemic. The majority of the VIPS members were in a high risk category for potentially being infected with the virus. A safety decision was made to reduce VIPS involvement with the department until vaccinations were made available to the membership. Even with reduced availability, dedicated volunteers logged approximately 300 hours of service to the community and department. Utilizing the formula provided by the Federal Government, those hours of service calculated into \$7,869.00 in savings to the tax payer. We would like to extend a special thanks to the current members of the VIPS program.

We continued to honor National Police Week by recognizing all law enforcement personnel who have made the ultimate sacrifice. On May 15<sup>th</sup>, Peace Officers Memorial Day, members of the Littleton Police Department coordinated a memorial service at Glenwood Cemetery in remembrance of all law enforcement officers killed in the line of duty. At the conclusion of the ceremony, law enforcement markers and flags were placed on the gravesites of former full-time police officers for the Town of Littleton in recognition of their service and commitment to this community and law enforcement.

### **Pumpkin Head People Contest**



**A local family enjoying the Great Pumpkin Challenge**



**Littleton Police Benevolent Association Members preparing gifts for Operation Santa**

We encourage you to visit our website at [www.littletonpd.org](http://www.littletonpd.org) to familiarize yourself with the services provided by our department, obtain information on upcoming events, the park card program, our VIPS program, or to sign up for Code Red. If you would like to receive updates on police department activities, events, as well as criminal related incidents, please “like” us on Facebook or follow us on Twitter and Instagram. Don’t forget, parking ticket fines may be paid online at our website.

Throughout this report I pointed out calls, activities or departmental functions that were reduced or eliminated as a result of the COVID-19 pandemic. Officers, staff and volunteers of the Littleton Police Department adapted to the challenges presented by the virus and rose above those barriers to provide ethical, professional service and protection to this great community. The effects of COVID-19 on the Littleton Police Department in 2020 were significant. How long these changes in protocols and viewpoints of police work in our community will endure depend on the potency and length of the pandemic. To some, modifications to policing implemented during the pandemic such as social



distancing practices and leveraging technologies may continue as they might be recognized as improving safety and increasing efficiency to our police practices. Continued community engagement during the pandemic – although hindered by operational protocols and health risks – is critical as it affords the department a better way to serve the Town of Littleton.

## TOP 5 AREA DEPARTMENTS SUBMITTING FELONY CASES TO THE GRAFTON COUNTY ATTORNEY'S OFFICE (GCAO)

2017	2018	2019	2020
LEBANON—237	LEBANON—209	LEBANON—350	LEBANON—128
LITTLETON—82	GCSO—103	LITTLETON—71	PLYMOUTH—28
PLYMOUTH—74	PLYMOUTH—94	PLYMOUTH—65	LITTLETON—27
NHSP—F—62	NHSP—F— 65	CAMPTON—61	CAMPTON—21
CAMPTON—57	LITTLETON—63	NHSP-F—46	HAVERHILL—20

## Littleton Police Department Statistics

	2016	2017	2018	2019	2020
<b>Total Calls For Service**</b>	<b>15,108</b>	<b>16,570</b>	<b>13,679</b>	<b>15,558</b>	<b>14,551</b>
Administration	3,509	3,286	2,497	3,117	2,527
Patrol	9,042	9,826	8,959	10,196	9,443
<b>Arrests</b>	<b>449</b>	<b>430</b>	<b>393</b>	<b>478</b>	<b>427</b>
Adult	318	282	26	348	293
Juvenile	34	24	37	28	28
Protective Custody	47	49	31	43	36
Domestic Violence Related	26	49	36	36	48
DWI's	24	26	29	23	22
<b>Events Requiring Investigation</b>	<b>5,433</b>	<b>5,930</b>	<b>4,563</b>	<b>6,221</b>	<b>4,201</b>
<b>Incidents Requiring Investigation</b>	<b>429</b>	<b>452</b>	<b>465</b>	<b>461</b>	<b>405</b>
<b>Animal Related Calls</b>	<b>254</b>	<b>256</b>	<b>193</b>	<b>258</b>	<b>253</b>
<b>Motor Vehicle Related</b>					
Motor Vehicle Accidents Invest.	254	256	263	231	156
Motor Vehicle Citations	106	134	88	210	213
Motor Vehicle Warnings	1,078	1478	922	1,110	1,023
Motor Vehicle Lockouts	230	242	256	224	195
Parking Tickets	2,208	1,940	1,384	2,203	705
<b>Parking Meter Revenue</b>	<b>\$41,195.75</b>	<b>\$41,837.22</b>	<b>\$41,530.61</b>	<b>\$44,115.48</b>	<b>\$30,075.18</b>
<b>Parking Violation Revenue</b>	<b>\$19,794.88</b>	<b>\$17,654.49</b>	<b>\$12,584.36</b>	<b>\$24,705.18</b>	<b>\$8,921.11</b>

*\*Building/Business Checks logged differently beginning in 2010 resulting in a decrease of total calls for service.\**



## IF YOU SEE SOMETHING, SAY SOMETHING™

Littleton is a diverse community with vision and determination that contributes to its growth and success. Littleton is the economic and recreational hub of the North Country. Littleton officers work very hard to serve the citizens of this community each and every day. We currently have thirteen sworn full time officers, two part-time officers (full time certified), one full-time prosecutor, two full-time administrative assistants, one parking enforcement officer, and four unsworn auxiliary personnel. In addition to basic patrol functions, the police department offers an Honor Guard and Bike Patrol.

The Littleton Police Department will continue to be sensitive to the many issues and challenges that this community has faced in recent times and will strive forward in a very transparent and energetic way by stepping outside the box and continue to build new relationships with the community. We remain committed to our mission, "To provide responsive, competent, and professional law enforcement service in partnership with our community." The men and women of the Littleton Police Department take great pride in serving the Town of Littleton. They are truly dedicated professionals who believe strongly in their ethics and integrity. On behalf of the men and women of the Littleton Police Department, I wish to extend our sincere thanks for your help and support during this past year and wish you all a very safe new year.

Respectfully Submitted,

A handwritten signature in black ink that reads "Paul J. Smith". The signature is written in a cursive, flowing style. The first name "Paul" is written with a large, looped 'P'. The middle initial "J." is written in a smaller, more compact script. The last name "Smith" is written with a large, looped 'S' and a trailing flourish.

Paul J. Smith

Chief of Police

# LITTLETON FIRE AND RESCUE



2020 was a year of change for the Littleton Fire Rescue Department. August saw the completion of the first full year of being the primary Advanced Life Support transporting service for the residents of Littleton, Sugar Hill and Easton. The members of the Fire Rescue Department took on many projects to improve the office and living space at the fire station, attained a second ambulance for use on second medical calls and as a mechanical back-up, and saw some new faces as employees arrived.

I would like to recognize Fire Chief Joseph Mercieri, who retired in June of 2020 after 15 years of service to the Town and Citizens of Littleton. The men and women of the Littleton Fire Rescue Department would like to thank Chief Mercieri for his years of leadership and guidance through the many changes that occurred over his career. We wish him and his family the best in retirement as he enters this new chapter of his life.

As the new Chief of the Fire Department, I want to recognize the staff at the fire rescue department for all of their hard work and dedication in seeing that the day to day operations of the department were met while the Town searched for a new Fire Chief.

## **Your Fire Rescue Department is staffed by the following career individuals:**

Captain Chad Miller	Firefighter Quintin Ross
Lieutenant Vanja Antunovic	Firefighter Scott Magoon, Jr.
Lieutenant Thomas Hartwell	Firefighter Timothy Monahan
Lieutenant Paul Ingersoll	Firefighter Cameron Robidoux
Lieutenant Christopher Gagnon	Firefighter Matthew Leary
	Firefighter Anthony Ellingwood
	Firefighter Timothy Muldoon

## **And the following On-Call individuals:**

Firefighter William Sencabaugh	Firefighter Keith Reinhart
Firefighter Alan Smith	Firefighter Kyle Bryant
Firefighter Scott Daine	Firefighter William Latulip
Firefighter Stephen Desrochers	Firefighter Shawn Grover

I need to personally thank each and every one of my first responders for their service and dedication over the past year. The ambulance service being a new endeavor, combined with the absence of a department head, all while a pandemic was sweeping the country, set up a stressful and challenging time. These first responders handled themselves with professionalism, determination and patience. Many spent time in quarantine after potentially being exposed to COVID-19 while in the performance of their duties. The stress and burden placed on them and their families was immense. For that, I thank all of you for your service to the town, residents and visitors.

While 2020 brought about many changes to the way in which we all interacted with each other, it also changed the way 1<sup>st</sup> responders interact with those that we respond to for help. Masks, goggles and gowns became a new way of responding and interacting with the public on every call. In 2020 Littleton Fire Rescue responded to 1240 emergency calls for service. This was an increase of over 10% from the previous year. Mutual aid was given 35 times to our neighboring communities, and we responded to assist our neighboring communities on mutual aid requests 21 times. The number of fires we responded to increased from the previous year, a number we will watch for trends and work to reduce through fire prevention activities.

A trend we have noticed is how often we are responding to concurrent calls (meaning 2 or more calls that come in at the same time). We had concurrent calls occurring almost 15% of the time, an increase of almost 2% over the previous year. While we see the emergency response calls for service increasing, we will also continue to utilize ample personal protective equipment to do our part to limit the spread of viruses and bacteria. Please know that each piece of emergency apparatus is thoroughly cleaned and disinfected between each call to ensure each person and patient is kept safe.

Major Incident Types	# Incidents
Fires	46
Rescue & EMS	920
Hazardous Conditions (No Fire)	40
Service Call	80
Good Intent Call	50
False Alarm	92
Special Incident Type	12

Zone	# Incidents	Response Time
Village	952	6:20
Area of North Littleton	53	8:55
Area of Mount Eustis	40	8:06
Area of Mann & Broomstick Hill	40	8:53
Area of Orchard Hill	15	8:17
Area of Slate Ledge & Partridge Lake	32	9:44
Area of Monroe Rd and N. Skinny Ridge	10	22:00
Interstate 93	12	10:13
Mutual Aid	22	16:55
Easton	8	23:00
Sugar Hill	56	17:08

In conclusion, I would like to thank the Town for allowing me the opportunity to serve as the Fire Chief and Emergency Management Director. I am excited about getting to know the employees of the Town, the businesses and citizens of this great town. I welcome anyone to reach out and contact me if you have questions, concerns or just wish to meet me. My email is [firechief@littletonfirerescue.org](mailto:firechief@littletonfirerescue.org) and you can call the fire station (603)444-2137, or stop by anytime to visit. There is an outstanding group of dedicated professionals at the fire station that are here to serve you. We are literally a phone call away; you may contact us for assistance 24/7 for any issue you may have. Again, thank you for the opportunity to serve you,

Respectfully submitted,

Michael McQuillen

Chief of Department

Littleton Fire Rescue Department

# 2020 ANNUAL REPORT

## LITTLETON PUBLIC WORKS DEPARTMENT

This year has been filled with unique challenges due to the pandemic and our department had its share. These challenges were admirably handled by the core foundation of our department, which is a group of hardworking employees, contracted operators and consultants. I have had the pleasure to work alongside this great group of people and they are recognized below.

### **HIGHWAY**

Bill Sargent

Ralph Lucas

Steve Cloutier

Ren Bouchard

George Skidmore

Ron Blanchard

Ray Carpe

Keith Reinhard

### **HIGHWAY SEASONAL**

David Louis

Bruce Emmons

### **FLEET**

Bruce Russell

### **BUILDINGS**

Amos Bell

### **SEWER TREATMENT PLANT**

#### **Operator: H2O Innovation**

Jefferson Tolman

Bill Gilpatric

Dan Matthews

Amanda Matthews

We have had our share of staff changes this year. Our 15-year veteran light equipment operator for sidewalks, Robert Borowiec, left for a new opportunity to manage an electrical company warehouse in Maine. Our mechanic, Ren Bouchard, left for a new opportunity that didn't work out and he returned to work as a truck driver and assistant mechanic. George Skidmore was promoted from truck driver to light equipment operator to take over Robert Borowiec's position on sidewalks. We successfully hired a seasoned and highly qualified fleet mechanic in Bruce Russell. Bruce closed his heavy diesel mechanic business to begin a new opportunity with the Town to build up a fleet maintenance division serving all town departments. Our part time building maintenance manager, Amos Bell, retired to Florida at the end of the year and his position is currently in the hiring process for a replacement.

Our sewer treatment plant operator, Utility Partners, was integrated with their parent company, H2O Innovation, and their name officially changed. There were no staff changes with this integration. They had one staff change with one of their technician positions.

### **HIGHWAY**

HIGHWAY OPERATIONS is overseen by our operations foreman, Bill Sargent, with crew supervision handled by our working foremen, Ralph Lucas. The highway crew provided a high level of service and diligent effort at maintaining the Town's roads, bridges, sidewalks, parking lots and sewer collection system. This maintenance effort is ever changing throughout the seasonal changes of the year. The coronavirus pandemic caused some challenges with practical impacts on daily operations and with budget freezes that reduced the workforce due to vacancies being delayed and seasonal positions not being filled. This reduction totaled 3,360 hours or 1.6 full time equivalents. Even with these reductions the highway crew worked efficiently to complete seasonal maintenance activities as described below.

## SEASONAL OPERATIONS BREAKDOWN

WINTER always carries the heaviest burden on the crew being five months long with extended overtime and mandatory 24/7 on-call with a requirement to report within a half-hour of being called in. These winter season requirements take an emotional and personal toll on the crew so please encourage them if you have opportunity with a hand shake, kind word, hand wave, thumbs up, or better yet, some edible treats delivered to the municipal garage.

EARLY SPRING (aka mud season) brought its usual challenges to the crew with variability in road conditions due to freeze/thaw conditions and the resulting damage to roads. The crew had to continue handling rain/snow events as needed along with addressing drainage problems with culverts and ditches due to the combination of melt and half-frozen conditions. Enforcement of restrictions (posting) on dirt roads is always a challenge during this season.

LATE SPRING is the transition to town wide cleanup operations consisting of winter damage repair, dirt road grading, ditching, paved road sweeping, sidewalk sweeping, sidewalk cleaning, parking lot cleaning, lawn repairs and repainting of crosswalks. The goal is to get the majority of this cleanup done by the Memorial Day holiday weekend that officially marks the beginning of the summer tourism season.

SUMMER AND FALL had the crew balancing their time equally between construction activities and regular maintenance activities. Regular maintenance activities included mid-summer and fall cycles of dirt road grading with calcium chloride spraying and paved road sweeping. Other activities include pothole patching, minor paving, line painting, ditching, roadside mowing, landfill mowing, weed trimming, weed spraying and brush trimming. The “leaf peeping” tourism season ends with maintenance activities focused on winter season prep with a final cycle of road sweeping and doing culvert cleaning and catch basin cleaning.

YEAR ROUND the crew is on-call for emergency call outs. These call outs are commonly for downed trees and sewer backup issues. The crew empties trash barrels on Main Street and the River District area anywhere from 2 to 4 times a week. The crew maintains sewer lines in the roads and will periodically clean lines and do camera inspections. They also repair and adjust sewer manholes as needed.

PROJECTS are scheduled throughout spring, summer and fall and coordinated with regular maintenance activities. Below is the list of projects that were completed by the highway crew this year.

- FEMA Disaster Relief (#4329DR) is a multi-year project that consists of eight sites for smaller scale disaster repairs and one site for a larger scale disaster repair. Work on these sites began in 2017 and the last three sites were completed this year. Two sites were smaller scale repairs on Drew Street with a culvert replacement, ditching and rock lining and on Gary's Drive with repairs to the stone rock headwalls at Palmer Brook. The third site was the large scale repair on Broomstick Hill Road that consisted of 4.5 miles of ditching and 3.3 miles of new roadway gravel placed, graded and compacted.

- 2020 Road Improvements Warrant Article consisted of 6.5 miles of asphalt resurfacing of town roads. The highway crew did all the preparation work related to drainage and sewer infrastructure. Sewer covers on South Street were adjusted. Culverts were replaced and ditching done on the upper end of Farr Hill Road.
- Mill Street Pedestrian Safety Improvements involved the implementation of a new painted sidewalk layout and two added 15 minute parking stalls. Bumpers were installed to bring better attention to motorists of the adjoining sidewalk area. A vehicular speed bump was installed to slow motorists as they came to the lower portion of Mill Street.
- Turnarounds on Bishop Street, Dodge Road and Mount Misery Road were constructed to improve around space for winter operations with the plow trucks and particularly the new ten wheel dump trucks that are longer.

PERMITS associated with work in Town roads also contributed to the workload for the department. There were a total of 9 driveway permits and 2 trenching permits processed. These permits required desk time and field reviews to complete.

## **FLEET**

FLEET OPERATIONS became a separate functional unit with the hiring of Bruce Russell as fleet mechanic in mid-November. Prior to this, the highway mechanic and assistant mechanic had provided 1,400 hours of vehicle maintenance and repair to the department along with 125 hours to assist other departments as requested. Bruce Russell worked for the last six weeks of 2020 on numerous vehicle issues and also getting the garage stocked and outfitted to his needs for providing an efficient fleet maintenance operation. Bruce provides complete fleet maintenance and repair services to all town departments and units. This includes Highway, Fire Department, Police Department, Parks & Rec Department, Transfer Station and Sewer.

EQUIPMENT AND VEHICLES that were approved by voters with the 2020 Warrant Article 14 of up to \$515,000 was successfully completed with purchases of two International HV613 ten wheel dump trucks and one CAT 420EX backhoe. The purchases included extended warranties and trade-in value for the old backhoe. The total net cost was \$494,000. The Vehicle Replacement Plan that was started in 2019 was updated and approved by Select Board for the 2021 budget process. Due to budget concerns with the coronavirus pandemic, the plan was adjusted to extend the catch up period from three years to four years for a group of eleven vehicles or equipment.

## **SEWER**

This year, like last year, is highlighted by a high level of sewer related activities that kept everyone very busy. These activities included large projects, small projects, repairs, permits and contracts. The Town's sewer system is divided into three functional units and the activities of each are described below.

### **COLLECTION SYSTEM:**

This year saw the completion and closeout of the multi-million dollar Subarea 5 Sewer and Storm Improvements SRF Project that replaced old sewer lines and sewer manholes on four town roads. The contractor J.A. McDonald completed a number of repairs under the one year warranty period. I want to give a big thank you to DuFresne Group for the diligent effort in assisting the Town with project management throughout all stages of this large project. To assist the highway crew in the regular cleaning of sewer lines an environmental storage container has been specified and



ordered. This container will allow solids that are collected to be properly stored and managed for disposal at the landfill.

#### **PUMP STATIONS:**

This year had focus on the Brickyard Road and an engineering analysis that is presently underway with Horizons Engineering. This pump station will be affected by new sewer flows from the upcoming Granite Senior Living project on Saint Johnsbury Road located about a mile past Littleton Regional Hospital. Upgrades to this pump station are anticipated and all work will be reviewed and permitted through NHDES. The Town's three pump stations located on Brickyard Road, Meadow Street and Mt Eustis Road all had their sumps cleaned out as part of the Asset Management Program being completed by Dufresne Group (more on this below).

#### **TREATMENT PLANT:**

H2O Innovation completed their fourth year of a five year contract with the Town for the ongoing operations of the treatment plant. Dan Matthews has been the plant manager for decades and continues to work diligently through operational issues and keeping the treatment plant in compliance with the State requirements under NPDES Permit No. NH100153. A big change for this year was the Town receiving a thorough update of this NPDES permit. The updated permit has tighter effluent limits plus new constituents with new effluent limits. The Town had been expecting this update and has been working with H2O Innovation to make adjustments to plant operations and planning necessary upgrades to maintain compliance with this updated permit.

The Town has continued to work with Dufresne Group this year to complete an Asset Management Program for the treatment plant. This will give the Town a better understanding of the plant's condition and capacity based on current regulations and for planning capital improvements for needed replacements and upgrades. The timing of the updated NPDES permit is beneficial and it will be incorporated into the Asset Management Program.

During the course of the year some of the plant components were discovered to be in poor condition. These discoveries happening this year will be beneficial in helping prioritize capital improvements for component replacements and will be incorporated into the Asset Management Program. A rotted sewer return pipe had to be abandoned and a new pipe routed a different way to restore function. A rotted heater system pipe was replaced in kind. These pipe repairs totaled \$30,000. Right at the end of the year it was discovered that one of the two primary lift screw pumps was only operating at 40% flow rate due to rotting of the spiral flights. These screw pumps are a critical component of the treatment process. These screw pumps work alternately or together when needed for high flow situations. These screw pumps lift all the sewage coming into the plant from below ground and up to the first stage of treatment in oxidation ditches. It is expected that both screw pumps will need to be replaced due to them being the same age. These screw pumps are large components and a substantial capital improvement to replace them with an estimated cost of \$800,000.

#### **SEWER CONNECTIONS AND PERMITS:**

The Town's collection system, pump stations and treatment plant can all be impacted by current and future residences and businesses that are connected or will connect to the Town's sewer system. To manage connections to the sewer system the Town has a Sewer Use Ordinance that contains procedures and requirements for these connections. This includes a specific requirement for industrial discharge permits (IDPs) for all businesses. Sewer connections and IDPs were active this year that contributed to a busy year for permit activity in our department. There were a total of 8 sewer connections and 5 IDPs processed. These permits required desk time and field reviews to complete.



## **BUILDINGS**

Our building maintenance manager, Amos Bell, continued working part time throughout the year and then he retired in December. Amos spent the majority of his time on repairs and smaller projects at the Opera House, Library, Town Hall and Police Department. He coordinated with contractors and vendors as needed to complete these repairs and projects. Repairs include a whole range of activities including metal work, painting, sealing, lighting, electrical and security.

Larger improvement projects at the Opera House have been the focus this year. A Request for Proposal was prepared for a combination project to tackle the replacement of three systems that include the stage rigging, stage lighting and sound reinforcement system. The goal was to have safe and high quality systems that would help with the promotion of the Opera House for a wide range of live productions and events. The RFP was successful and the Town has entered into contracts with Dark Star Productions for replacing these three systems. The sound reinforcement system was completed first due to a grant deadline. The stage rigging and stage lighting will be completed together in the first part of 2021.

## **PROJECTS**

### **RIVER DISTRICT INFRASTRUCTURE IMPROVEMENTS:**

This year commenced the third year of this multi-million dollar project. The project was substantially completed in 2019, but there has been an outstanding problem with a damaged building foundation on Ammonoosuc Street that remains in the resolution phase. The goal is to reach resolution and complete this section of the project in the 2021 construction season. There also remain some outstanding corrections and deficiencies throughout the project to be completed.

### **COTTAGE STREET AND MILL STREET:**

These two streets have two projects that are being coordinated together for design. The smaller project is planned on Cottage Street between South Street and Riverglen Lane to replace sidewalk and to replace the outdated beacon lit crosswalk. This project has been in preliminary engineering and will go into final engineering and construction in 2021. The larger project began in 2018 and continued this year with completing both planning and preliminary engineering phase work on a State funded sidewalk improvement project on both Cottage Street and Mill Street. The final engineering and easements will be completed in 2021. The Town has maintained a contract with CMA Engineers to coordinate, design and manage this project through construction. Outreach efforts to coordinate and communicate with impacted abutting businesses will be ongoing in 2021.

### **NEW DEVELOPMENT:**

As new development activity has come through this year for staff review, I have been able to bring my municipal engineering background to assist in evaluating issues related to roads, utilities and storm drainage. The goal is to get good information on these important issues clearly communicated to the applicant to guide them in achieving a successful development project.

Respectfully submitted,

Doug Damko,

Director of Public Works

## LITTLETON TRANSFER STATION

Well what can I say about the year in review... It was 2020! The recycling and trash industry was one of the hardest hit industries because of the pandemic. Construction and demolition waste, tires, appliances, bulky waste, metal and trash all saw large increases in the past year. That made for a very hectic schedule for the workers but they got through it with flying colors. We were highly regarded in the state for how we handled the pandemic and while we had to change things on the fly, we found what worked and what didn't.

One good thing that came out of this was that we changed our plastic program and so far it is well liked by both the users and the employees. While it is less revenue, we are not having to spend as much time sorting and that allows us more time to help the customers.

I am also glad to say that it looks like the recycling market crash has finally peaked and we are seeing prices starting to increase. By the beginning of 2021, we have seen the best prices for mixed paper since fall of 2017. Cardboard seems to increase slowly every month or two also. Metals are up some, and many are expecting to even see a small increase in plastic prices by the end of 2021. Besides plastics we are almost at the pre China "National Sword" prices. More paper mills are also planning on opening up in the eastern US within the next two years.

Once again, our biggest recyclable was cardboard. We shipped out over 915,000 pounds to the Westrock mill in Vermont. That came out to be a nice revenue of over \$35,000 and it saved \$45,000 in landfill fees. The revenue was nearly double what we were expecting.

Respectively Submitted,

Brian Patnoe

# PLANNING BOARD & ZONING BOARD OF ADJUSTMENT

## Planning Board

The Planning Board normally meets twice a month, on the first and third Tuesday. The Planning Board approves Subdivisions, Lot Line Adjustments, and Merges. Subdivision approval is required before a landowner can divide a lot into smaller lots or building sites. The Board holds Public Hearings for large developments to assure that any concerns of the public are considered. In addition, the Board determines if the proposed changes are reasonably safe and appropriate for Littleton as a whole.

*Tony J. Ilacqua*  
Planning Board Chair

*Mary Menzies*  
Planning Board Vice-Chair

## Zoning Board of Adjustment

The Zoning Board of Adjustment meets the second and fourth Tuesday of each month, as necessary. The Board considers Variances and Special Exception applications as well as Equitable Waivers of Dimensional Requirements and Appeals to Administrative Decisions. Some of the items that Board members consider during a hearing is how the requests might affect surrounding properties, property values, whether or not a nuisance or unreasonable hazard would result, the specific restrictions in the Zoning Ordinance, and if the request is consistent with the spirit of the ordinance.

*David Rochefort*  
Zoning Board Chair

*George Morgan*  
Zoning Board Vice-Chair



2020 presented many challenges, but the members of the Planning & Zoning Boards did their best to accommodate applicants and land owners by rearranging schedules and holding some hearings via Zoom. Applicants were very understanding of any delays created by the Covid-19 pandemic. By the end of the year, the Planning Board approved four lot line adjustments and five subdivisions. The Zoning Board of Adjustment approved eight special exception requests and seven variances. These approvals included a commercial greenhouse on Foster Hill Road, a nursing home with medical facility on St. Johnsbury Road, an office building on Dells Road, a group care facility on St. Johnsbury Road, and some storage buildings.

Zoning Officer Milton Bratz approved permits for 36 residential alterations/accessory structures, 7 new homes, 4 new mobile homes in a park, 8 residential demolitions, 1 new commercial building, and 4 commercial alterations. Milton also visits each permit location to verify compliance.

Joanna Ray, Planning & Zoning Administrator, provides assistance to landowners and their agents regarding the necessary applications and filing deadlines. For all questions regarding building permits and hearing applications, please contact Joanna in the Planning & Zoning Office at (603) 444-3996 Ext. 1027 or by email at [jray@townoflittleton.org](mailto:jray@townoflittleton.org).

Milton Bratz, Littleton Zoning Officer & Health Officer, can be reached through the Planning & Zoning Office.



#### **PUBLIC NOTICE**

##### **RSA 674:39-aa Restoration of Involuntarily Merged Lots**

Residents with lots that were involuntarily merged prior to September 10, 2010 may request the Town to restore the lots to premerger status. Request must be submitted prior to December 31, 2021.

## LITTLETON HEALTH OFFICER

The Littleton Health Officer (HO) is tasked with the interpretation and enforcement public health laws and local public health ordinances. This includes public outreach, education, and assistance regarding the interpretation and application of housing standards, lead standards, and bear proofing/water proofing of dumpsters. The HO also does field inspections of rental housing, day-care facilities, foster homes, and schools as necessary.

In 2020, the HO inspected one foster home and two childcare facilities. All inspections were approved. No schools required inspections during 2020.

### **RSA 155-B Hazardous and dilapidated buildings violations:**

- A notice of deficiency or a notice of violation and order was sent to four properties. All of the violations were corrected.

### **RSA 147 Nuisances....rubbish and waste violations:**

- Five locations were cited with either a verbal warning or a notice of deficiency. All of the violations were corrected.

### **RSA 48-A housing standards – rental housing:**

- Four locations were cited with a notice of concern and recommendation or deficiency. Three have been corrected and one is still in progress.

### **Chapter 3-A Control of dogs on public property:**

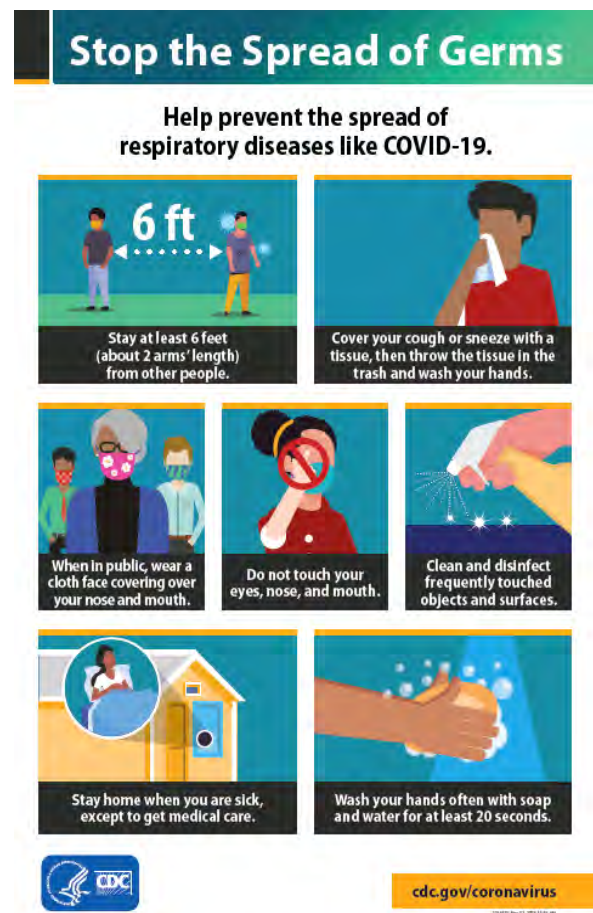
- No warnings issued in 2020

### **Chapter 24 Dumpsters, Offensive Matter and Standing Water:**

- Two locations were cited with a notice of concern and recommendation and two received violation and order notices. All of the violations were corrected.

The Covid-19 pandemic resulted in an increase of workload. Starting in March, many hours were spent informing business owners of the various Executive Orders issued by NH Governor Sununu. The HO visited a number of businesses to deliver copies of the re-opening guidelines.

The HO was invited to many discussions regarding local events and offered copies of relevant guidelines. As the year progressed, some events were postponed until next year and others were modified to fit the guidelines. It was a learning process for all involved. Calls continued to come in as the year came to an end. Concerned members of the public left messages about a handful of businesses that were not in compliance with the Executive Orders. Additional calls were from business owners checking on the process for when one of their staff tested positive for Covid-19. Businesses all over Littleton have worked very hard to keep this community healthy and safe. Their hard work has not gone unnoticed. Thank you!





2/1/2021

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

Page 1 of 1

**RESIDENT BIRTH REPORT**

01/01/2020-12/31/2020

--LITTLETON--

Child's Name	Birth Date	Birth Place	Father's/Partner's Name	Mother's Name
FOSTER, TRENT MICHAEL	01/10/2020	LITTLETON, NH	FOSTER, NICHOLAS	FOSTER, RANDEE
CANTIN, WILLIAM GRANT	01/20/2020	LITTLETON, NH	CANTIN, DAVID	CANTIN, DESIREE
DUNPHE, ALLISTER SYNDRID	01/29/2020	LITTLETON, NH	DUNPHE, GAGE	DUNPHE, ALEXANDRIA
MCMAHON, CLAIRE LILIANE	01/31/2020	LITTLETON, NH	MCMAHON III, JAMES	MCMAHON, JENNIFER
DEMERS, IZARIA VIOLET-ROSE	03/21/2020	LITTLETON, NH		BALCH, KIARA
TUITE, JOHN VALENTA	03/28/2020	LITTLETON, NH	TUITE, PHILIP	TUITE, DOMINIKA
FREGEAU, RYKER JAMES	04/05/2020	LITTLETON, NH	FREGEAU JR, RAYMOND	FREGEAU, SAMANTHA
CLOUTIER, WYATT NELSON	04/19/2020	CONCORD, NH	CLOUTIER, CHARLES	CLOUTIER, WHITNEY
GAINER, SAYLOR MABEL	04/27/2020	LITTLETON, NH	GAINER-DAVIS, JACOB	REED, CHRISTINE
WINCHESTER, JUNIPER SHANNON LEE-ANN	05/23/2020	LITTLETON, NH		THOMAS, TYANN
CYR, LINCOLN DANNY	06/07/2020	LITTLETON, NH	CYR, CHRISTOPHER	CYR, SARAH
POWERS, JULIEN CHRISTOPHER	06/09/2020	LITTLETON, NH	POWERS, NICOLAS	POWERS, ALYSSA
GAUVIN-HAYWARD, JASE NICHOLAS	06/12/2020	LITTLETON, NH	GAUVIN, KRISTOPHER	HAYWARD, ASHLEY
BELANGER, RORY STORM	07/08/2020	LITTLETON, NH	BELANGER JR, ROBERT	BELANGER, MELISSA
COOK, HENRY CHRISTOPHER	08/07/2020	LEBANON, NH	COOK, CHRISTOPHER	COOK, JILLIAN
MILLER, KAILANI MAYE LYNNE	08/29/2020	LEBANON, NH		MILLER, DARCI
CARBERRY, CORA IVY	10/17/2020	LITTLETON, NH	CARBERRY, SHAMUS	HOWLAND-CARBERRY, LAURA
ROMAN, VALKYRIE AVA MARIE	10/22/2020	LITTLETON, NH		SCHULTZ, THEANO
DAVIS, DARRION DAVID	10/31/2020	LITTLETON, NH	DAVIS, KANE	DAVIS, CHRISTINA
CORRIGAN, ELOISE MABEL ROSE	11/06/2020	LITTLETON, NH	CORRIGAN, CASEY	CORRIGAN, MEGANNE
VERRET, RYDER PAUL	11/08/2020	LITTLETON, NH	VERRET, CODY	BELLIVEAU, HEATHER-MAY
CUSANO, JULIETTE MAE	11/20/2020	LITTLETON, NH		CHOATE, JOCELYN
MANVILLE, KIRA ROSE	11/27/2020	LITTLETON, NH	MANVILLE, BRIAN	BOUDLE, MONICA
SARTORELLI, WILLIAM FISHER	11/30/2020	LITTLETON, NH	SARTORELLI, JONATHAN	SARTORELLI, JILLIAN
ABBOTT, VIOLET EMMALYNN	12/10/2020	LITTLETON, NH	BAGLEY, CHRISTOPHER	ABBOTT, RACHEL
CLARK, CHARLOTTE MAEVE	12/12/2020	LITTLETON, NH		CLARK, TIFFANY
FIFIELD, JADE LYNNE	12/14/2020	LITTLETON, NH	FIFIELD, KYLE	FIFIELD, BRITTANY
ROY, LEIAN THOMAS	12/20/2020	LITTLETON, NH	ROY, CODY	MILLER, BRITTANY

Total number of records 28

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT MARRIAGE REPORT

01/01/2020 - 12/31/2020

-- LITTLETON --

Person A's Name and Residence	Person B's Name and Residence	Town of Issuance	Place of Marriage	Date of Marriage
KNAPP, JOHN P LITTLETON, NH	PANZINO, KATIE P LITTLETON, NH	LISBON	LISBON	04/29/2020
SCHAFER, ERIC R LITTLETON, NH	OSTRANDER, EMALIE M WOODSVILLE, NH	LITTLETON	LITTLETON	07/09/2020
HAMPSON, PATRICK M LITTLETON, NH	SARNI, ANGELA M PORTSMOUTH, NH	PORTSMOUTH	LITTLETON	07/12/2020
HILLIS, AARON M LITTLETON, NH	ROWE, CARESSE L LITTLETON, NH	LITTLETON	LITTLETON	07/24/2020
GADAPPEE, MEGHAN K LITTLETON, NH	CHRIST, TIMOTHY J LITTLETON, NH	LISBON	LITTLETON	08/01/2020
CHUBBUCK, JACQUELINE M LITTLETON, NH	VEILLEUX, JACOB J LITTLETON, NH	LITTLETON	LYMAN	08/01/2020
ST JOHN, KYLE J LITTLETON, NH	POUSSARD, ANNA L LITTLETON, NH	LITTLETON	LITTLETON	08/08/2020
PELLETIER, ALEXIS J LITTLETON, NH	OAKES, TAYLOR S LITTLETON, NH	LITTLETON	LITTLETON	08/09/2020
HAMPSON, THOMAS A LITTLETON, NH	ROWE, TIANA L LITTLETON, NH	LITTLETON	LITTLETON	08/15/2020
JACKSON, TERRANCE R LITTLETON, NH	SENECAL, HEATHER A LITTLETON, NH	LITTLETON	LITTLETON	08/29/2020
HARPER, ANDREW G LITTLETON, NH	MCKINNEY, CASEY L LITTLETON, NH	LITTLETON	LINCOLN	08/29/2020



DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT MARRIAGE REPORT

01/01/2020 - 12/31/2020

-- LITTLETON --

Person A's Name and Residence	Person B's Name and Residence	Town of Issuance	Place of Marriage	Date of Marriage
MORSE, SCOTT J LITTLETON, NH	PLANT, ANGEL M LITTLETON, NH	LITTLETON	LANDAFF	09/12/2020
SOSA, NICHOLAS W LITTLETON, NH	SLATER, SARAH E LITTLETON, NH	LITTLETON	LITTLETON	09/12/2020
MCKENZIE, KYLE R LITTLETON, NH	GRAY, JENNINE M LITTLETON, NH	LITTLETON	LITTLETON	09/18/2020
DAVIS, KANE A LITTLETON, NH	SAUCIER, CHRISTINA M WEST HARTFORD, CT	LITTLETON	LITTLETON	09/20/2020
CROSS, DUANE R LITTLETON, NH	WILKIN, SAMANTHA S LITTLETON, NH	LITTLETON	RUMNEY	10/10/2020
RYEA, NICHOLAS A LITTLETON, NH	ROBERTS, ALEXIS J LITTLETON, NH	WHITEFIELD	LITTLETON	10/17/2020
WILLEY, DOUGLAS A LITTLETON, NH	HALE, KATRINA D LITTLETON, NH	LITTLETON	LITTLETON	10/31/2020
SMITH, JESSY A LITTLETON, NH	DUL, ERIN M LITTLETON, NH	LITTLETON	SUGAR HILL	10/31/2020
LEMIEUX, FELICITY N LITTLETON, NH	MCNAIL, MATTHEW E LITTLETON, NH	LITTLETON	LITTLETON	11/03/2020
DOUCETTE, ELIAS J LITTLETON, NH	MURPHY, KATARINA A LITTLETON, NH	LITTLETON	WHITEFIELD	11/21/2020
NEELY, KELSEY R LITTLETON, NH	HEROLD, ROBERT A LITTLETON, NH	LITTLETON	BRETTON WOODS	12/13/2020

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT MARRIAGE REPORT

01/01/2020 - 12/31/2020

-- LITTLETON --

Person A's Name and Residence TOWNE, OWEN D SHREWSBURY, MA	Person B's Name and Residence HASTINGS, ALANI M LITTLETON, NH	Town of Issuance LITTLETON	Place of Marriage LITTLETON	Date of Marriage 12/18/2020
Total number of records 23				

02/01/2021



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

Page 1 of 4

**RESIDENT DEATH REPORT**

01/01/2020 - 12/31/2020

--LITTLETON, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
URBAN, LUKE S	01/01/2020	LITTLETON	URBAN, ALAN	MURRAY, LOUISE	N
BLAY, CHERYL ANN	01/20/2020	LITTLETON	WRIGHT, WILLIAM	ALDRICH, ALTHEA	N
WOOD SR, RICHARD KENNETH	01/24/2020	LITTLETON	WOOD, CHARLES	CARR, ETHEL	Y
LOZEAU, KENNETH ROLAND	02/04/2020	FRANCONIA	LOZEAU, AURELE	DESCHENAUX, LUCILLE	Y
LEWIS JR, CARROLL	02/05/2020	LANCASTER	LEWIS SR, CARROLL	MANSUR, ANNA	Y
HADDOCK, IDA MAY	02/11/2020	LITTLETON	MCCARTHY, ROBERT	BATES, EDITH	N
PRESCHER JR, HAROLD RAYMOND	02/12/2020	LITTLETON	PRESCHER SR, HAROLD	HEYWOOD, ALICE	N
RAMSEY, JUDY	02/15/2020	LITTLETON	RAMSEY, LELAND	RICHARDSON, DOROTHY	N
CLARK, BRIGHAM HAROLD	02/16/2020	WHITEFIELD	CLARK, LEE	NUTE, HELEN	N
HARRIS, PAULINE HUARD	02/18/2020	CONCORD	HUARD, ALFRED	TROTTIER, LYDIA	N
GRETZ, LAWRENCE R	02/19/2020	LITTLETON	GRETZ, GAZA	FLOCK, PATRICIA	Y
ROBITAILLE, CONSTANCE A	02/22/2020	LITTLETON	FARR, COLLIN	DANIEL, LUCILLE	N
HYATT JR, WILLIAM H	02/25/2020	LITTLETON	HYATT SR, WILLIAM	STRUAB, MARY	Y
GORDON, MARGARET	02/27/2020	LITTLETON	JUNOR, THOMAS	HILLIGAN, MARGARET	N
LESAGE, GERALD PATRISE	03/07/2020	LITTLETON	LESAGE, PATRISE	PAUSE, MILDRED	N
MICHAUD, MAURICE OVILA	03/08/2020	LITTLETON	MICHAUD, EUGENE	NORMAND, CARMELLA	Y
PRYOR, RUTH	03/11/2020	LITTLETON	SHAWNEY, ARTHUR	PIKE, BLANCHE	N
SAUCIER, PAUL N	03/18/2020	FRANCONIA	SAUCIER, HERBERT	LABBE, MARGARET	Y

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



**RESIDENT DEATH REPORT**

01/01/2020 - 12/31/2020

--LITTLETON, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
PELLETIER, BEVERLY LOUISE	03/20/2020	LITTLETON	MILLER, LEONARD	NOYES, RUTH	N
MACLEOD, RITA ANN	03/25/2020	LITTLETON	LASHUA, EDWARD	THAXTER, MARION	N
HERBST, HOPE M	03/30/2020	LITTLETON	PASTORE, JAMES	BERTAGNA, EVA	N
BENEVENTO JR, MICHAEL LOUIS	04/19/2020	LITTLETON	BENEVENTO SR, MICHAEL	BOASI, ESTHER	N
SYLVESTER, ELIZABETH	04/23/2020	LITTLETON	SMITH, WILLIAM	MCINTYRE, ELEANOR	N
LEDUKE, ELEANOR	04/26/2020	LITTLETON	JUDD, JOSEPH	VALLEY, EDNA	N
COSTA, RONALD	05/01/2020	LITTLETON	COSTA SR, ERNEST	MONIZ, BELMIRA	N
HAWKINS, DIANA LEE	05/13/2020	LITTLETON	WALLACE, FRANK	HUFF, LEEVENA	N
MAGOON, LUCY	05/17/2020	LITTLETON	TULLER, HARRISON	SARGEANT, EUNICE	N
JOHNSON, MICHAEL S	05/27/2020	LITTLETON	JOHNSON, JOEL	HAMBLY, HEATHER	N
BLAKE, PATRICIA C	06/04/2020	LITTLETON	CLARKE, HOMER	WALLIS, ELSIE	N
YEZIERSKI, MARTIN	06/05/2020	LITTLETON	YEZIERSKI, JACOB	SAWICKI, FLORENCE	Y
WHAREM, THERESA A	06/08/2020	LITTLETON	WHAREM, PERCY	MCCONNELL, ROSETTA	N
YOUNG SR, ROBERT ROLAND	06/12/2020	LITTLETON	YOUNG SR, EUGENE	BUTLER, GERTRUDE	N
ROBITAILLE, RAYMOND MATHIAS	06/13/2020	CONCORD	ROBITAILLE, ALFRED	GRENIER, REZIA	Y
LEAVITT SR, LARRY JOHN	07/09/2020	LITTLETON	LEAVITT, DONALD	GUILMETTE, ARLENE	N
GREENE, JOANNE I	07/27/2020	LITTLETON	GREENE, EDWARD	HOPPING, IRENE	N
BAGLEY, EDSON P	08/05/2020	LITTLETON	BAGLEY, JAMES	PIERCE, ANNA	Y

02/01/2021



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

Page 3 of 4

**RESIDENT DEATH REPORT**

01/01/2020 - 12/31/2020

--LITTLETON, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
CARNAHAN, KIRK J	08/10/2020	LITTLETON	CARNAHAN, GEORGE	PLACE, IZOLA	N
CAMPBELL, THOMAS H	08/10/2020	LITTLETON	CAMPBELL, THOMAS	HUBBARD, CHARLOTTE	N
STEVENS, MARY E	08/17/2020	FRANCONIA	SCHULDE, MATHIAS	WILD, CATHERINE	N
HAGGETT, JANICE MARY	08/23/2020	LITTLETON	LYNAUGH, MERRILL	SWETT, MADELYN	N
GOWITZKE, ROBERT SMITH	08/28/2020	LITTLETON	GOWITZKE, HOWARD	COLDWELL, AMY	Y
OSBORNE, AUGUST HUGH	09/03/2020	WHITEFIELD	OSBORNE, LESLIE	WISTNER, EDNA	Y
BERRY, THOMAS	09/06/2020	LITTLETON	BERRY, EDSON	PARKER, LOUISE	N
BLAIS, MONICA P	09/12/2020	MANCHESTER	BLAIS, EMILE	BONIN, IRENE	N
SORENSEN, LYNN	09/17/2020	LITTLETON	SORENSEN, HAAKON	NELSON, AMY	N
DRISCOLL, SUE L	09/21/2020	LITTLETON	LOWDEN, EUGENE	CHASE, ADELAIDE	N
FOLEY, MARY ANN	10/12/2020	LITTLETON	ROSS, HAROLD	NUTE, ISABEL	N
POULIN, MICHAEL J	10/15/2020	LITTLETON	POULIN, MARC	BOLDUC, MARIETTE	N
HOLMES, SHERMAN RAYMOND	10/18/2020	LITTLETON	HOLMES, RAYMOND	STILLINGS, ALTHEA	N
MOQUIN, BETTE A	10/22/2020	LITTLETON	DAY, JOHN	RASCOTT, ALICE	N
ROBERTS, GARY PAUL	10/29/2020	LITTLETON	ROBERTS, PAUL	ROUSSEAU, PAULINE	Y
LAMBERT, GIRARD S	11/05/2020	NORTH CONWAY	LAMBERT, ARTHUR	SANBORN, KATE	Y
STINEHOUR, JEAN	11/06/2020	LITTLETON	PLANK, HAROLD	WEED, MILDRED	N
LANGLOIS, TARNYA	11/08/2020	LITTLETON	LANGLOIS, DONALD	UNKNOWN, EDNA	N

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

02/01/2021



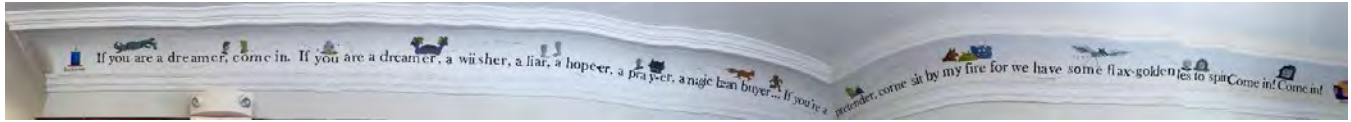
**RESIDENT DEATH REPORT**

01/01/2020 - 12/31/2020

--LITTLETON, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
ENDERSON, ROBERT H	11/22/2020	WHITEFIELD	ENDERSON, LAWRENCE	STONE, ANNE	N
CRAWFORD SR, BERNARD R	11/23/2020	FRANCONIA	GRIMARD, ROBERT	CRAWFORD, ELEANOR	N
CHASE, TIMOTHY RAYMOND	11/23/2020	LANCASTER	CHASE, RAYMOND	ROY, IRENE	N
WHITCOMB, MARION P	11/26/2020	LITTLETON	TATTERSALL, GEORGE	WELLS, BERTHA	N
CROSS, DOROTHY	12/09/2020	LITTLETON	IMLAY, FOSTER	FOUTS, ADDIE	N
PAJALA, STANLEY R	12/11/2020	LITTLETON	PAJALA, ARNIE	LINDER, CONNIE	Y
MORITZ, JOSEPH JAMES	12/12/2020	LACONIA	MORITZ, JOSEPH	DUNN, DOROTHY	Y
ORDWAY, AURELIA V	12/12/2020	LANCASTER	VALLIERE, ALBERT	TURNER, ESTHER	N
VETANZE, ANTHONY	12/19/2020	LITTLETON	VETANZE, RALPH	STOPOSKI, CECILIA	N
JOHNSON SR, JEFFREY CLARK	12/23/2020	LITTLETON	JOHNSON, WILTON	CLARK, MARY JEAN	N
MCSHANE, MARGARET P	12/24/2020	LITTLETON	CONNELLY, JOHN	ULIASZ, PHYLLIS	N
LACROIX, JOSEPH FERDINAND	12/25/2020	FRANCONIA	LACROIX, ZEPHIRE	BELLAVANCE, LEONTINE	Y
NEWTON, VAUGHN MASON	12/29/2020	LITTLETON	NEWTON, JAMES	CELLEY, RUTH	Y

Total number of records 67



## Littleton Public Library 2020 Annual Report

2020 was an absolutely unprecedented year. While the year was full of unbelievable challenges, it was also full of hope, resilience, and community spirit. None of us at the library ever expected to experience a global pandemic, and it pushed us to think outside the box and provide services in new ways.

The first quarter of the year, the library operated as normal- with regular hours, weekly storytimes, book discussion groups and more. The library partnered with Lakeway Elementary School to provide an option for Winter Program. Each week, a group of students came by for stories, crafts, STEM challenges, and games. The Polar Pals winter reading program also occurred during this time frame, pairing emerging readers with teenagers to develop their skills.



Local artist, Melissa Jones completed the gorgeous children's room mural in memory of Ellen Morrow. An unveiling and tribute to Ellen Morrow was held on February 21<sup>st</sup> with about 100 people in attendance. Chad Fillion of Phlume Media assisted with live streaming the tribute to the main floor as the children's room is not handicap accessible. Memories, tears, and laughter were shared, and a truly remarkable woman was honored for her impact to our community.

With the governor's orders to close the schools, the library followed suit on March 17<sup>th</sup> to restrict access to the library and go to curbside services only. In a matter of hours, the library staff completely restructured operations to accommodate the changes. Children's staff distributed free books and craft kits to children at lunch pick up at Lakeway Elementary. Free books were also distributed to homebound residents using the Meals on Wheels Service. When the Stay-At-Home order went into effect on March 27<sup>th</sup>, the library transitioned to all remote services. While the building was closed to the public, digital services were expanded, including adding the new service Hoopla, and all the library's programming went digital. Prerecorded story time videos and later zoom story times allowed our youngest patrons to maintain their connection to the library.

Fortuitously, during the building shut down, the heat pump project was scheduled for installation and was able to be completed as scheduled. The library now has energy efficient mini-split heat pump cooling and supplementary heating. This project was funded in part by the USDA Rural Development Grant program.

The library was also the recipient of CARES Act Funds distributed by NH Humanities for operational funds for libraries. The library was granted \$7,500 to maintain staffing levels and provide services to the community.

Using data from COVID fomite studies, the IMLS, and the state, the library was able to implement procedures to allow for restarting curbside services by June 2<sup>nd</sup>. By mid-June, additional guidance was released and library staff were able to restructure our space and operations to safely allow patrons back into the building on a limited basis. Building access was by appointment and capacity limits and time limits were in place. Curbside services continued as did digital and remote services. The Summer Reading Program went full remote-

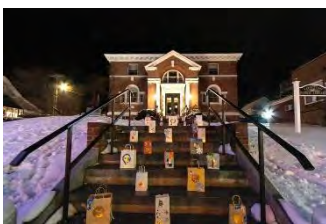


with take home activities, reading challenges, Zoom Storytime and a community scavenger hunt. The Friends of the Library donated for each finisher to the Remich Park Playground fund. 54 children completed their summer reading challenges.

Zoom story time has been a hit with families, providing weekly stories, songs, movement games, and social interaction. Briefly in the fall, the library was able to offer masked socially distanced outdoor programs at Remich Park and on the library lawn. For Halloween, there was a pumpkin painting party for toddlers and preschoolers, and creepy squash painting for elementary and middle school children. Storytime went outside for a few sessions before case rates rose again in our community.

In November, the dinosaurs came out to play, and we offered a full month of dinosaur themed activities. Children were given a dinosaur egg to hatch. They then had to care for their dinosaur throughout the month and complete a calendar of activities in order to receive a completion prize. 35 dinosaurs found new homes with local children and went on a variety of adventures. With help from the Conservation Commission, a Dinosaur Safari and scavenger hunt was set up at the Dells, bringing families outside and exploring.

Rising case rates prompted the closure of public access to the library again in late November. To help build community and light up the darkest night of the year, the library created luminary craft kits for people to decorate and return back to the library. On the winter solstice, 35 luminaries lit up the library steps for the darkest night of the year.



In 2020, the library circulated 14,650 physical books, audiobooks, magazines and more. Our NH Overdrive service saw a 20% increase in overall usage with 7,279 borrows of audiobooks and ebooks. 567 titles were borrowed using the new service hoopla. Over the course of the year, we added 103 new patrons, creating an active patron base of 1,559 users. During the year, we offered 50 in person children's programs with 720 participants. For adults, we had 11 in person events with 58 participants. Over 500 craft and activity kits were distributed over the course of the year. Library staff created 45 videos- of flannel stories, songs, art instruction, and more!

2020 stretched and challenged us in ways we never thought possible. With the support of our community, we were able to forge on and keep people reading, engaged, and connected.



# **OPERA HOUSE ANNUAL REPORT 2020**

We were anticipating reaching our goal of over \$60,000 in revenues in 2020. We had numerous wedding bookings, large workshops, commitments for several large entertainment events, among other bookings, but unfortunately COVID prevented these events from moving forward. Several of these bookings put a hold on their events with the hopes of rescheduling in 2021.

We did have one COVID protected wedding reception in October which was a success. The wedding party followed all protocols for COVID, wearing masks, and having individually prepared boxed dinners. The wedding party and the Opera House joined efforts to ensure a very memorable wedding reception to the delight of the bride and groom.

Although we could not host the annual Nutcracker Ballet due to the number of performers involved during COVID fears, we are looking forward to them returning in December 2021. This was a premier annual event that everyone missed. We are also looking forward to other events returning in 2021.

Luckily, through our social pages advertising, and our many contacts, in August the Opera House was able to book a student educational group in our Tower Room with 10 students and 2 educators from September 2020 to June 2021.

We worked closely with this group to equip the conference room with COVID air filtration, and daily cleaning and disinfecting. The room is locked for the security of their computer labs, and rented exclusively to this group. The ability to feel safe in an environment we could provide and help to continue the education of this group gave everyone involved a sense of accomplishment during an unpredictable COVID pandemic.

The rental in 2020 from this group was \$5,550 for 4 months' rental. We anticipate receiving over \$12,000 more in 2021, with a possibility of more future rentals from this group. This rental along with our third floor office rental has helped us with steady revenue coming in during a difficult time for everyone in our local business community.

We had a beautiful event in November titled "Festival of Trees". This holiday event was brought to the Opera House by a local couple wanting to utilize the Opera House to bring innovative events to our local communities. We are excited about working with them for more exciting offerings at the Opera House. The Grand Hall was decorated beautifully with holiday festive creative trees. One tree was created by driftwood found at Moore Dam. The imagination and skill needed to make this tree delighted all those that attended, along with the other creative trees. The trees were created and donated by some of our local businesses, and during a time that looked dismal to some, this three-day event brought smiling visitors into the Opera House. All COVID protocols were followed and social distancing made this another successful (and now annual) event at the Opera House.

We have used the Grand Hall for meetings, and small workshops while the Tower Room is booked. We have been able to accommodate everyone that has required a COVID safe space.

The Opera House has hosted multiple Town of Littleton meetings, providing strict cleaning and disinfectant protocols in our Grand Hall. We ask anyone entering to continue to follow our protocols for COVID posted on the door.

The Opera House now has an updated audio system and we love it!! So easy to use, unlike the old antiquated system. This 21<sup>st</sup> century audio system will finally give our audiences high quality sound as well as enabling our entertainers and speakers easy access to our audio system. The Opera House worked with the Town of Littleton, and others to obtain grants that supported our upgrades. We appreciate everyone's efforts to finally have a high quality and state of the art sound system. No more plywood speaker stands, with squeaky speaker audio!

The Opera House is awaiting the installation of a new and safe rigging system, as well as our own lights to showcase our stage performances. Due to COVID, shipping has been delayed, but hopefully will be scheduled and completed by March 1<sup>st</sup>. Grant funds were also obtained to help support these projects.

As many of you are aware, I submitted my resignation as the Opera House Manager effective December 31, 2020, and have taken on a limited part-time position as Operations Assistant to assist our new manager, Adam Reczek, as needed. I am looking forward to working with Adam to achieve his goals for the Opera House.

I have enjoyed my time at the Opera House and do feel a sense of pride in what has been accomplished. From day one at the Opera House, I have worked in a persistent effort to bring the Historic Opera House back into the light, and made many improvements for the benefit of the building. The Opera House could not have moved forward without the support of our town government, our tax payers, and loyal community members who want to see this beautiful and historic building preserved. Revenues increased yearly, until the pandemic caused us to close in March. I feel confident with our new energetic and creative manager, Adam Reczek, you will see an increase in cultural arts programs and entertainment events. Adam has a background in marketing, music, and promotions, and his skills and background will be a tremendous asset to the Opera House.

Since we started training January 1<sup>st</sup>, I have seen the excitement and love for the Opera House grow in Adam's desire to bring his ideas forward for the successful future for the Opera House. We are looking forward to the continued bright future for the Opera House and the Town of Littleton, with the continued goal of becoming self-sufficient.

Respectfully submitted,

Sue Pilotte

Opera House Manager

## WELFARE DEPARTMENT

The Town of Littleton provides assistance to families and individuals with identified and verified needs as required by law. The basic local welfare duty is described in RSA 165:1, I, which says:

Whenever a person in any town is poor and unable to support himself, he shall be relieved and maintained by the overseers of public welfare of such Town, whether or not he has a residence there.

This simple statement imposes substantial responsibilities. The word “whenever” means there is no time limit to the duty to assist. The word “shall” means that no municipality may treat the program as optional, even when the local budget for the task has been fully expended. The duty includes all persons, not just those who can be classed as a “resident.” The local welfare program truly constitutes the “safety net” for all persons in the state of New Hampshire.

There are any number of things a person or family may require in order to meet their basic needs. Sometimes, the question becomes: What must be done today so that this person or family has shelter, heat, lights and food today? This is different from assistance programs based in federal or state helping agencies. Those programs have specific and limited responsibilities, and they have time to process applications. For example, Medicaid is only a medical assistance program, while Temporary Aid to Needy Families (TANF) is limited to economic assistance. The local welfare official will deal with the full range of needs presented by an individual or a family, and must be prepared to respond promptly to those needs.

### Instructions for Applicants

When completing the Town Application you must also contact:

- New Hampshire Dept. of Health & Human Services, 80 North Littleton Rd., Littleton, NH 03561. 603.444.6786 or 1.800.552.8959

This step is necessary to determine if you are eligible for:

- Food Stamps
- TANF (Temporary Assistance for Needy Families)
- FAP (Family Assistance Program)
- NHEP (NH Employment Program)
- ANB (Aid to Needy Blind)
- OAA (Old Age Assistance)
- APTD (Aid to the Permanently & Totally Disabled)
- Medicaid
- Child Care Assistance

TOWN OF LITTLETON									
SUMMARY OF WELFARE PAYMENTS - 2020									
MONTH	Client Repayments	FOOD	RENT	MED	ELECTRIC	MISC/Motels	HEATING FUEL	FUNERAL	TOTAL
January	0.00	50.00	4,281.00	0.00	0.00	773.57	0.00	750.00	\$5,854.57
February	0.00	198.88	2,193.00	0.00	106.01	1,745.13	0.00	750.00	\$4,993.02
March	0.00	79.59	1,505.00	0.00	156.86	3,733.48	0.00	1,500.00	\$6,974.93
April	0.00	0.00	675.00	0.00	0.00	12,741.56	0.00	0.00	\$13,416.56
May	0.00	0.00	675.00	0.00	0.00	13,561.24	0.00	0.00	\$14,236.24
June	0.00	0.00	0.00	0.00	0.00	9,330.40	0.00	0.00	\$9,330.40
July	0.00	50.00	0.00	0.00	0.00	21,637.59	0.00	0.00	\$21,687.59
August	0.00	147.41	4,349.00	0.00	676.94	11,068.95	0.00	0.00	\$16,242.30
September	0.00	200.00	1,035.00	0.00	0.00	9,948.03	0.00	0.00	\$11,183.03
October	70.00	24.52	925.00	0.00	159.72	17,451.86	0.00	0.00	\$18,561.10
November	0.00	125.00	2,165.00	0.00	244.46	25,253.13	0.00	750.00	\$28,537.59
December	0.00	175.00	875.00	0.00	0.00	39,633.65	0.00	0.00	\$40,683.65
Total									
Expenditures:	\$70.00	\$1,050.40	\$18,678.00	\$0.00	\$1,343.99	\$166,878.59	\$0.00	\$3,750.00	\$191,700.98
Repayments	0.00								\$0.00
									\$67,690.00
Budget		\$800.00	\$40,000.00	\$400.00	\$5,000.00	\$15,000.00	\$2,000.00	\$3,000.00	\$66,200.00
Balance Left		-\$250.40	\$21,322.00	\$400.00	\$3,656.01	-\$151,878.59	\$2,000.00	-\$750.00	-\$125,500.98
% of Budget		131.30%	46.70%	0.00%	26.88%	1112.52%	0.00%	125.00%	289.58%



TO: The amazing people and businesses of Littleton  
FROM: Bill Jolly, Board President, Littleton Area Chamber of Commerce

None of us need to belabor the difficulties that Littleton area businesses, charitable organizations, and individuals have faced over the last year. 2020 and 2021 will be prominent in the history books as an extremely difficult and emotionally charged period in America and around the world. What should not be relegated to the footnotes is the spirit of fellowship being witnessed in our communities. It is abundant, heartwarming, and noteworthy.

The LACC encountered significant financial challenges this past year, and found help in a number of unexpected places. Even with the extremely difficult choices made, your chamber might not have survived were it not for the generosity, patience, and understanding of our members and partners. This spirit of unity was not just focused on the chamber itself but also among and between our members, as seen in the chamber's effort to distribute free personal protective equipment to our members. As we reached out to distribute the material, we would be asked by members (who would certainly have benefited from the program) to instead give it to a business or nonprofit organization with greater need. In a most uncertain time, this generosity absolutely demonstrated a truly unselfish community spirit. Thanks to everyone who exhibited such generosity. It was extremely helpful.

A silver lining to the difficulty that the Littleton Area Chamber of Commerce faced is that the board was forced to take a hard look at how the organization has functioned in recent years, and determine how to better serve the community. We have succeeded in making positive and exciting changes. Going forward, the board is focused on three areas:

- 1) Diversification: Building a board of directors with representation from the full spectrum of Industries within our membership will help to ensure a chamber that meets the needs of our members and the community.
- 2) Collaboration: Acting as a liaison between the business community and area organizations, in order to help the people in the Littleton area, the LACC will continue to be a key player in serving the community at large.
- 3) Events: Over the past several years the chamber drifted away from many of the events that it was known for. Pandemic notwithstanding, the board feels strongly that events help to foster a vibrant community, which in turn helps to invigorate the area's

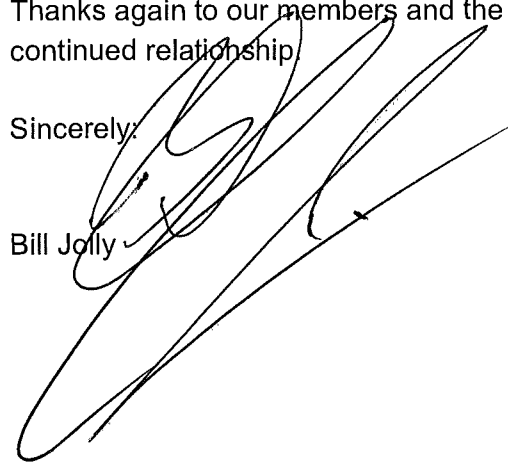
economic climate. We are excited to bring back many of the events that fell by the wayside over the past several years, and introduce a few others. Stay tuned!

As we emerge from the pandemic-climate, we ask one gargantuan favor of the Littleton area communities: shop locally and support local businesses. Procuring goods and services on digital platforms may be convenient, but it's undeniably a less engaging and less enjoyable experience. It is also a lost opportunity to be a part of our local recovery. The more times we can re-spend the same dollar in our town, the better our local economy. When possible, please buy from your neighbor.

Thanks again to our members and the community, we appreciate you and look forward to our continued relationship.

Sincerely,

Bill Jolly

A large, stylized handwritten signature in black ink, appearing to read 'Bill Jolly', is written over the signature line and extends downwards and to the right.



## 2020 VIPS ANNUAL REPORT

This was a challenging year to say the least! Unfortunately, due to COVID, we were unable to hold our meetings in-person and all of our activities were cancelled. It was a difficult year for our membership as well. One of our members passed, one resigned and some took a leave of absence. On a positive note, we did gain a new volunteer bringing our membership to thirteen.

We have resumed our meetings utilizing the Zoom platform. It's a work in progress but we're getting there! Although most of our events were cancelled, the members were able to complete a few projects outside the PD. Members were still able to maintain the flower beds and the shed behind the police department was stained. They were also able to conduct house checks.

The members contributed approximately 300 hours of volunteer service during the pandemic which calculates to a \$7,869.00 savings to the taxpayers. Thank you to our members for all of your hard work and dedication.

Everyone is looking forward to Spring and a new year. We look forward to being able to meet in person and provide more services to the department and the community.

Respectfully Submitted,

Shari Brooks

VIPS Coordinator

# *PEMI-BAKER SOLID WASTE DISTRICT*

Brian Patnoe, Chairman  
Jessie Jennings, Vice-Chairman  
Erik Rasmussen Treasurer  
Derrick Carruthers, Secretary

c/o 161 Main Street  
Littleton, NH 03561  
(603) 444-6303 ext. 2019  
[dcarruthers@nccouncil.org](mailto:dcarruthers@nccouncil.org)

## 2020 Annual Report

In 2020, Pemi-Baker Solid Waste District continued its cooperative efforts to promote waste reduction, increase recycling, and to provide residents with a means of properly disposing of their household hazardous waste (HHW).

The District held two (2) one-day HHW collections, one in Littleton on Sunday, August 2<sup>nd</sup> and the other in Plymouth on Saturday, September 26<sup>th</sup>. A total of 253 households participated in the program and over 5,665 gallons of material was collected. The total expenses for 2020 HHW programming, which includes disposal costs, advertising, & insurance, totaled at \$20,121. The District has submitted a grant to the State of New Hampshire for \$5,072, received a \$5,000 donation from Casella Waste Management, and received over \$1,850 in cash from businesses for disposal. The expected net expenditures for the program are \$8,199.00 (a cost of \$0.29 per resident.)

The district also coordinated two (2) fluorescent light bulb collections in the spring and fall, where all member towns were able to dispose of their bulbs and ballast. This year, fluorescent light bulb collections resulted in over 27,891 linear feet of fluorescent tubes being properly disposed of; as well as 842 bulbs; 2,327 units of ballasts and batteries. The total cost for this effort was \$3,020.69 covered by district dues.

When selling your recyclables, be sure to call multiple brokers to ensure you receive the best price. Brokers also can offer a wide array of collection options (single-stream, co-mingled, split loads, etc) to best suit your recycling facility. What works for one town may not work for another, but no matter the circumstances, there are many possibilities for members to decrease waste and increase recycling efforts. We are very fortunate to have some of the best municipal recycling programs in the State as well as a knowledgeable and innovative group of facility operators. If your town has questions, issues, or concerns you would like to address, please use the resources you have available. New Hampshire the Beautiful offers grants to NH communities to help with the purchase of recycling equipment. Grants may total up to one-half of the purchase price of such things as balers, roll-off containers, collections bins, or other equipment that will assist a town in achieving a higher diversion rate. More information on the grant program is available at [www.nhthebeautiful.org](http://www.nhthebeautiful.org).

As always, citizens interested in participating in the development of the District's programs are welcome to attend the District's meetings. Information regarding the place and time of the meetings is available at municipal offices and recycling centers. If at any time an individual community needs assistance regarding their solid waste/recycling program, please contact the District by email at [dcarruthers@nccouncil.org](mailto:dcarruthers@nccouncil.org).

Respectively Submitted,  
Derrick Carruthers, Secretary

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Ashland - Campton - Danbury - Dorchester - Easton - Ellsworth - Franconia - Groton - Landaff - Lisbon - Littleton - Lyman  
Plymouth - Rumney - Sugar Hill - Thornton - Warren - Waterville Valley - Wentworth

# OFFICE HOURS AND PHONE NUMBERS

Web Site: [www.townoflittleton.org](http://www.townoflittleton.org)

Department	Office Hours	Contact Numbers
<b>Fire Department</b> 230 West Main Street	Monday – Friday	Phone: 444-2137 Fax: 444-2218
<b>Police Department</b> 2 Kittridge Lane	Monday – Friday	Business Phone: 444-7711 24 Hr. Phone: 444-2422 Fax: 444-1704
<b>FOR EMERGENCIES DIAL 911</b>		
<b>Littleton Public Library</b> 92 Main Street littlib@gmail.com	Tuesday & Wednesday 9:30 AM – 7 PM Thursday & Friday: 9:30 AM – 5:00 PM Saturday: 9:30 AM – 4PM <b>Closed Sunday, &amp; Monday</b>	Phone: 444-5741 Fax: 444-1706
<b>Public Works – Highway Dept.</b> 240 West Main Street Doug Damko, Public Works Director	Monday – Friday 6:30 AM – 3:00 PM	Phone: 444-5051 Fax: 444-2524
<b>Transfer Station</b> 1213 Mount Eustis Road  <b>Summer Hours from May 2<sup>nd</sup> through October 31<sup>st</sup>:</b>	Tuesday – Friday: 12:00 PM – 4:00 PM Saturday: 8:00 AM – 4:00 PM	Phone: 444-1447 Fax: 444-1716  <b>Closed Sunday &amp; Monday</b>
<b>Wastewater Treatment Plant</b> 323 Meadow Street	Monday – Friday 6:30 AM – 3:00 PM	Phone: 444-5400
<b>Water &amp; Light Department</b> Lafayette Avenue	Monday – Friday 8:00 AM – 4:00 PM	Phone: 444-2915
<b>Municipal Offices</b> 125 Main Street  <b>Town Clerk Closes at 3:45 PM Monday through Thursday</b>	Monday – Thursday 8:30 AM – 12:30 PM 1:00 PM – 4:00 PM Friday -8:30 AM – 12:30 PM	Phone: 444-3996 Town Office Fax: 444-1703 Town Clerk Fax: 444-0735
<b>Town Manager</b> <b>Town Manager Executive Asst.</b> <b>Finance Director</b> <b>Executive Secretary/Welfare Dir.</b> <b>Tax Collector</b> <b>Planning &amp; Zoning Clerk</b> <b>Parks &amp; Recreation Director</b> <b>Assessing Department</b> <b>Human Resources Administrator</b> <b>Accounts Payable Clerk</b> <b>Town Clerk</b> <b>Assistant Town Clerk</b>	Andrew Dorsett Robin Heath Lori Bolasevich Ceil Stubbings Amy Gonthier Joanna Ray Kelly Walsh KRT Assessing Katie Williams Pam Mason <b>Judy White</b> <b>Jennifer Rugar</b>	- Extension: 1013 Extension: 1011 Extension: 1015 Extension: 1012 Extension: 1027 Extension: 1016 Extension: 1014 Extension: 1026 Extension: 1024 <b>Extension: 1020</b> <b>Extension: 1023</b>

Updated 1/28/2021

