



Board of Selectmen Agenda
Monday, August 8, 2022
Raymond High School Media Center
45 Harriman Hill Rd
6:30 PM

NON MEETING WITH LEGAL COUNSEL: 6:00pm

RSA 91-A:2, I (b) – Consultation with legal counsel

AGENDA

MEETING CALLED TO ORDER: 6:30pm

PLEDGE OF ALLEGIANCE:

MOMENT OF SILENCE:

NEW BUSINESS

1. Disc Golf Park Update and Use of Public Lands Application to hold the Grand Opening of the Park on 9/18/22.
2. Budget Committee, Discussion of Budget Process and Proposed Meeting Dates
3. Department of Public Works,
 - a. Water Storage Tank Update
 - b. Shattigee Road Update
4. Finance Department, Quarterly Financial Update
5. Primex, NH Public Risk Management Exchange
 - a. Acceptance of Unanticipated Revenue, 2022 Premium Holiday Distribution
 - b. Contribution Assurance Program (Cap) Agreement(s)
 - i. Property & Liability Cap Agreement, January 1, 2023 – December 31, 2025
 - ii. Workers Compensation Cap Agreement, January 1, 2023 – December 31, 2025
6. State of NH Dept. of Revenue Administration, Signing of SB 239, Audit Requirement Notification

DONATION TO THE TOWN

1. National Night Out Event
 - a. Dollar Tree, Assorted Toys
 - b. Tuckaway Tavern, 150 hamburgers, 150 hot dogs, rolls and condiments
 - c. Stillwell's, \$15.00 Gift Certificate
 - d. Ace Hardware, 4-\$25 Gift Certificates, 2 Sweatshirts, 2 Hats, Assorted Toys and 10 Travel Mugs
 - e. Walmart, Water and snacks, \$306.60
 - f. Pawtuckaway Trading Post, 2 Fishing Poles, Tackle Box, 3 Shirts and Hats

BOARD CORRESPONDENCE AND SIGNATURES:

1. 2022-2023 Board, Commission and Committee Assignments
2. Acceptance of Resignation, Conservation Commission, Melissa Potter

TOWN MANAGER REPORT:

1. Website Discussion

BOARD OF SELECTMEN'S REPORT:

APPROVAL OF BOARD MINUTES:

- a. Public Meeting Minutes, 07/25/22

ADJOURNMENT:

Posted: August 5, 2022, Old Fire Station, Town Office; Town's website 24 hours in advance of meeting. **Note:** Board of Selectmen Meetings are broadcast live on Channel 22. If you need audio or visual assistance, call the Selectmen's Office 72 hours prior to the meeting at 603-895-7007.

- 86 • Incentivize the migration away from private dumpsters through a competitive price advantage
- 87 • Allow recycling to be available to all Raymond Residents, even those with a dumpster
- 88 • Only requires residents purchase the bags they need with no mandatory utilization requirement
- 89 • Ensures residents only pay for their level of usage of the program
- 90 • Helps to prevent abuse

91
92 **Bag and Tag Program Outline:** In effect there would be two separate PAYT programs; Solid Waste PAYT, paid for by the purchase of the "Yellow Bag" and Recyclable PAYT paid for by the purchase of a Recycling Tag. Any resident could participate in both or either program just through the purchase of the applicable Bag or Tag.

96 **Solid Waste PAYT:** This program would operate in the same manner has it has in the past except, there would be an estimated **40% reduction** in cost and annual increases would be linked only to the 2.5% increase in contract cost and increase in bag production cost.

99 **Recyclable PAYT:** This program would now be funded through the purchase of a Town of Raymond Recycling Tag. Since this now would be an independent program then the Solid Waste PAYT, residents who had dumpsters could now participate and the program would be open to all residents.

102 Contract for Waste Management is will end in 2/28/2022. The RSA states that a Town must provide access to a waste management facility either through owning and operating or contract with a facility. We are exploring other options when our contract is up.

105 Chairman Campbell opened the floor for public discussion.

106 Trent Porter:

107 commented on the solid waste program, permit program and gave some ideas for yard waste that would be helpful for the town residents.

109 June Dickerson:

110 (speaking as a resident): asked about hours of transfer station; given to her at meeting. She asked for clarification on the bag and tag program.

112 Jane Bailey:

113 Asked about participating in Board meetings without Zoom; wanted to know where the closest recycling plants are located; it was stated that the town contracts out company, not recycling plants; she also asked where she could find documents on what can be recycled.

116 Carol Watjus:

117 (speaking as a resident); she discussed the costs for solid waste and recycling. Prices go up all the time. She also stated that the town does not make any profit on this program, it actually takes more money from the transfer station and puts it toward these things. The price of the premium service is the price of the program; if you want the premium service there are costs associated with it.

121 Gary Brown:

122 Commented on the program. It was never designed correctly, and it was not sustainable. Recycling is forever changing and skyrocket. It needs to separate the two programs. He agrees with the direction that the Town Manager has proposed.

125

126 **RCFY/Recreation Disc Golf Presentation to Board:**

127 Celeste Clark, Executive Director of the Raymond Coalition for Youth, Michelle Weaver, Recreation Director and Pamela Turcotte, Riverside Park presented their proposed Disc Golf project to the Board in hopes for their approval to move forward.

130 **The goal of this proposal is to establish a disc golf course located at Riverside Park.**

131 **What is Disc Golf ?** Disc golf is exactly what it sounds like: golf with discs! Instead of hitting a ball with a club into a hole, you throw a series of discs towards a target basket. There are different types of discs that include distance drivers, fairway drivers, mid-range, and putters.

133

134 Just like traditional golf, players must make the correct decision regarding what type of disc to use in any given
135 situation. Most courses are 9-hole or 18-hole, with some properties having multiple 18-hole courses on site.
136 Courses offer different challenges including trees, water hazards, elevation changes, and varying distances to
137 make each hole unique (Wikipedia). Many courses also include multiple tee and basket positions per hole to
138 cater to different skill levels and to keep the course fresh. Disc golf dates back over 100 years. There are over
139 40-disc golf courses in NH with the closest options for Raymond residents being located in Manchester, Dover,
140 and Rochester.

141 **Why are we proposing this?** Disc Golf is a popular sport for all ages but is growing in popularity amongst 18 -
142 35-year olds. This has historically been a population that has been hard to engage in community related
143 activities and services. It is also a demographic identified as high risk for suicide and substance misuse. A park
144 like this is something we identify as a community protective factor and opportunity.

145 **The benefits of this in Raymond -**

146 1. Currently the Raymond resident disc golf population has to travel to towns approximately a half an
147 hour away or more. Transportation is often a challenge and having a course in town would allow more
148 individuals to participate in this popular outdoor activity.

149 2. Allowing access to an outdoor, positive activity helps to connect individuals to the community they
150 are a part of and will give them pride in an activity they enjoy.

151 3. This is town property and as such is a substance free location. This is what RCFY embodies and it will
152 allow us to promote enjoying a healthy outdoor activity without the worry or pressure of using a
153 substance to have fun. This is good from a prevention point of view for kids and adults and can be
154 promoted as a recovery friendly activity for individuals who are looking to participate in activities that
155 support sober living.

156 4. It will be an opportunity to promote our community working together and connect to resources and
157 opportunities through RCFY and all of our partners. Community begets community.

158 5. It will offer an opportunity for volunteers to be a part of the process - boy scouts, businesses, young
159 adults and more.

160 **Details**

161 1. **Who will oversee the maintenance?** We have consulted with the people who run other parks and
162 there is minimal maintenance required. An example was if there is a windstorm there could be limbs
163 that need to be cleared. This is typically done by players who use and respect the course. One park had a
164 fallen tree that damaged a basket once in five years.

165 2. **Who will pay for maintenance?** Again, there is little cost for maintenance, but we could set up an
166 account where fees from tournaments or leagues help to cover any costs that could arise. Typically, by
167 Parks dept.

168 3. We would promote the carry in - carry out with signage to take care of the trash situation.

169 4. There will need to be a porta potty on location year-round.

170 5. Professional Disc Golf Association - comes with insurance with each event (tournament).

171 Participants also sign waivers to play.

172 6. League play would go through Rec Dept.

173 7. Rec Dept would be the first step for league and tournament play.

174 **Park Description**

175 We are proposing an 18-hole Disc Golf Course. This course will be a two-level course. One level will be
176 for intermediate and one for professional play. There will be two tee pad placements for each hole and
177 two basket locations. One location for intermediate level and one for pro level play. There will be two
178 sets of tee signs, one for each tee pad location. Benches will be installed at each tee pad. A Kiosk should
179 be built with a park map and an area for park announcements.

180 **Park Estimated Costs**

181 ● **Course Design \$ 7,500.00**

182 ● **Land Clearing \$ 6,500.00**

183 ● **Concrete Tee Pads or pavers (36) \$18,000.00**

- 184 ● Baskets (20) Dynamic Discs Veterans \$ 9,500.00
- 185 ● Signage (36) \$ 3,000.00
- 186 ● Benches (36) \$ 1,000.00
- 187 ● Kiosk \$ 1,000.00

188 **Estimate Total: \$46,500.00**

189 **Approximate Timeline (4 Months) Process -**

190 **Phase one** - Design course (2-3 weeks) and cut land (2-3 weeks) Total time needed (up to 6 weeks).

191 **Phase two** - Clean up land and dispose of brush (approx. time - (2-3 weeks)

192 **Phase three** - Install T-pads, and prepare basket placement locations (approx. time - (2 weeks)

193 **Phase four** - Install benches, signs, kiosk (for course info and maps) (approx. time - (2-3 weeks)

194 **Last step** - Install baskets for play (approx. time - (1day.)

195 **Volunteer Opportunities**

- 196 ● Help with fundraising
- 197 ● Help with land clean up
- 198 ● Help with sign installation
- 199 ● Help with tee pad installation
- 200 ● Help with basket installation and additional collars
- 201 ● Help building and designing Kiosk
- 202 ● Help with bench installation

203 **Expertise being utilized** - Breakin Chains Disc Golf is the Company that will be helping with the project.

204 They are responsible for the building of the Hollows in Manchester and have been involved with all

205 aspects of disc golf for the last several years. They are involved in volunteer clean ups as well as

206 maintaining the course in Manchester . This should be a great thing for all involved. The key is to build a

207 quality course. Breakin Chains runs tournaments in several NH Communities as well as running the

208 leagues for them. We are proud of our accomplishments in the sport of disc golf and will bring Raymond

209 a high-quality disc golf course that will draw in the players from all around as well as giving the

210 community a great place to get out and enjoy the outdoors and learn about the sport of disc golf.

211 **Fundraising strategy**

- 212 ● RCFY is participating in NH Gives
- 213 ● Park money
- 214 ● Donations - private, go fund me, etc.
- 215 ● Tournament play once established

216 **Selectman Plante made a motion to accept the RCFY proposal for the Disc Golf at Riverside Park to allow**

217 **them to move forward; seconded by Chairman Campbell; Motion carried via roll call vote 4-0-0.**

218 **Elderly Exemption Update:**

219 Mr. Ilsley stated that we have been diligent on getting our elderly exemption in line with state and county

220 levels. Some concerns are that some of the elderly were not able to get their paperwork in on time prior

221 to the April 1 deadline when it was voted by the legislative body to increase the rates to qualify. We

222 continue to work with those elderly who may not have qualified last year and are reaching out to them to

223 assist them in filling out paperwork. Because of the COVID pandemic many were not able to come in as

224 our offices were restricted to the public and their own health concerns. We are asking the Board to

225 sanction us to continue to move forward with this assistance for our elderly. The other item to consider,

226 is because many people received the stimulus because of COVID and this program is based on gross

227 income, does the Board want to consider the stimulus as part of their income or do they not want to

228 consider it? The Town Manager recommends not considering the stimulus money in this program as it

229 could prevent the elderly in our community to not qualify for next year. And we would ask that the Board

230 allow us to work with the elderly in this community to assists them with the elderly exemption paperwork.

231 Selectman Plante made the motion that in 2020-2021 the Board does not include the 2020 stimulus funds



Please Note:

Requests must be received 30 days in advance of use (whenever possible). Requests must go before the Land Use Working Group, they may also need approval from the Emergency Management Working Group and the Board of Selectmen.

**Application for Use of Public Lands
Or Town Facilities
Town of Raymond, NH**

Date of Application: 8/4/22 Date Received (office use only): _____

Organization Requesting Use: Raymond Coalition for Youth

Responsible Person's Name: Celeste Clark

Address: 4 Epping St

Telephone: (H) 603 895 7061 (C) 603 785 4560

Email Address: CClark@rcfy.org

Public Land to be used: Riverside Park

Public Roads to be used: (if applicable): NA

➤ **Attach maps with routes marked to show plan for any event on public roads. (Attach extra sheets to this form, if applicable)**

Are you requesting any public road closures: YES / NO list roads: _____

Detailed Description of use: Grand opening Celebration of Cam Baer memorial Disc Golf park

Description of Raymond Community Impact: People at the park

Date(s) of proposed use: Sunday, September 18, 2022

Starting Time: 9am Ending Time: 6pm
(Make sure to include set-up and clean-up time)

Will an inclement weather date be needed? If yes, what is the proposed date: _____

Maximum (estimated) number of people attending event: _____

YES NO Will sound amplifiers / PA systems / air horns be used? If yes, describe use: _____
Music and PA to make announcements

YES NO Will the applicant be generating revenue of any kind for the event? If yes, describe: _____
NO

YES NO Will there be fundraising, solicitation, or fees charged while on town property? If yes, describe: _____
NO

YES NO Will food / beverages* / merchandise be sold? If so, describe: _____
—

**Youth sports field rentals - applicants may not run concessions unless approved by the youth sports organizations.*

YES NO Will portable bathrooms be needed? if so, number of units: 2

YES NO Will the event require field preparation / painting / lining? If so, describe: NO

YES NO Will you require access to electricity? If yes, describe need: for music & PA

YES NO All trash generated from the event must be removed – Carry In – Carry Out. Or a dumpster may be rented for the event. Will a dumpster rental be necessary? If yes, what is the amount of waste anticipated? NO

YES NO Will police protection / traffic control / parking management be necessary? If yes, you will need to contact the Raymond Police Department (895-4747) to schedule.

YES NO Are there any special provisions / requests that are not addressed? _____

**Youth sports field rentals - applicants may not run concessions unless approved by the youth sports organizations.*

YES NO Will portable bathrooms be needed? if so, number of units: _____

YES NO Will the event require field preparation / painting / lining? If so, describe: _____

YES NO Will you require access to electricity? If Yes, describe need: _____

YES NO All trash generated from the event must be removed – Carry In – Carry Out. Or a dumpster may

be rented for the event. Will a dumpster rental be necessary? If yes, what is the amount of waste anticipated? _____

YES NO Will police protection / traffic control / parking management be necessary? If yes, you will need to contact the Raymond Police Department (895-4747) to schedule.

YES NO Are there any special provisions / requests that are not addressed? _____
**Youth sports field rentals - applicants may not run concessions unless approved by the youth sports organizations.*

YES NO Will portable bathrooms be needed? if so, number of units: _____

YES NO Will the event require field preparation / painting / lining? If so, describe: _____

YES NO Will you require access to electricity? If yes, describe need: _____

YES NO All trash generated from the event must be removed – Carry In – Carry Out. Or a dumpster may be rented for the event. Will a dumpster rental be necessary? If yes, what is the amount of waste anticipated? _____

YES NO Will police protection / traffic control / parking management be necessary? If yes, you will need to contact the Raymond Police Department (895-4747) to schedule.

YES NO Are there any special provisions / requests that are not addressed? _____

➤ **Proof of insurance must be provided for all organizations/vendors/businesses naming the Town as the second insured prior to event and on file with the Town Office (if not a Town sponsored event)**

➤ **Please fill out this application and deliver to the Town of Raymond, NH, 4 Epping Street, Raymond, NH 03077, Attention: Land Use Working Group.**

➤ **Please note: If you are planning on using the Recreational Rails to Trails for your event, make sure you contact DRED (Department of Resources and Economic Development) at 271-2665 to get a permit.**

If applicable, you will be asked to meet with the Land Use Work Group and/or Emergency Mgt. Working Group for final approval at a minimum of 14 days prior to event. The organization may be asked to appear before the Board of Selectmen when the request is posted to the meeting agenda. The Town Manager's Assistant will see you on the Friday before the meeting.

Disclosure: Raymond Board of Selectmen have the discretion to waive or reduce fees if the event is deemed to directly benefit the residents of Raymond.

Land Use Working Group Approval

Signature: _____

Date: _____

Emergency Mgt. Working Group Approval

Signature: _____

Date: _____

Office Use Only

Total Fees: _____

Paid: CASH / Check # _____

Date: _____

Total Fines: _____

Paid: CASH / Check # _____

Board of Selectmen, Chair Approval

Signature: _____

Date: _____

Department	2021 Budget	2021 Actual	2022 Budget	2022 Actual
<i>TCTC</i>	\$ 235,361	\$ 197,874	\$ 242,361	\$ 111,808
<i>Town</i>	\$ 585,860	\$ 545,192	\$ 608,513	\$ 284,430
<i>Elections</i>	\$ 12,706	\$ 18,363	\$ 13,084	\$ 12,143
<i>Cemetery</i>	\$ 34,651	\$ 35,523	\$ 29,788	\$ 11,996
<i>GGB</i>	\$ 239,110	\$ 171,802	\$ 229,439	\$ 124,255
<i>Assessing</i>	\$ 96,785	\$ 94,909	\$ 97,714	\$ 46,770
<i>Planning</i>	\$ 84,125	\$ 91,688	\$ 59,374	\$ 52,052
<i>Legal</i>	\$ 30,601	\$ 58,235	\$ 25,601	\$ 59,286
<i>Reg. Assoc.</i>	\$ 19,253	\$ 19,238	\$ 19,238	\$ 19,544
<i>Ethics</i>	\$ 300	\$ 38	\$ 300	\$ 1
<i>Budget</i>	\$ 270	\$ 0.12	\$ 270	\$ 0.22
<i>Police</i>	\$ 2,004,085	\$ 1,942,056	\$ 2,050,053	\$ 1,040,381
<i>Fire</i>	\$ 538,340	\$ 455,233	\$ 526,976	\$ 280,401
<i>EM</i>	\$ 2,430	\$ 1,104	\$ 2,309	\$ 306
<i>Building</i>	\$ 82,633	\$ 83,313	\$ 85,301	\$ 29,928
<i>Dispatch</i>	\$ 486,316	\$ 416,477	\$ 520,461	\$ 227,151
<i>Hydrant</i>	\$ 156,442	\$ 155,040	\$ 161,985	\$ 78,333
<i>Highway</i>	\$ 682,994	\$ 571,817	\$ 703,228	\$ 387,802
<i>Str Lights</i>	\$ 16,501	\$ 13,313	\$ 16,501	\$ 6,315
<i>DPW Admin</i>	\$ 153,531	\$ 164,254	\$ 151,700	\$ 81,446
<i>DPW Fleet</i>	\$ 136,803	\$ 148,797	\$ 129,193	\$ 76,872
<i>Transfer</i>	\$ 73,742	\$ 105,123	\$ 59,623	\$ 26,014
<i>Ambulance</i>	\$ 39,300	\$ 39,298	\$ 39,300	\$ 24,649
<i>Econ Dev</i>	\$ 3	\$ -	\$ 3	\$ -
<i>Welfare</i>	\$ 69,773	\$ 48,262	\$ 67,262	\$ 19,176
<i>Library</i>	\$ 263,051	\$ 263,051	\$ 263,739	\$ 150,467
<i>Recreation</i>	\$ 310,007	\$ 265,710	\$ 318,711	\$ 161,634
<i>Patriotic</i>	\$ 6,885	\$ 11,945	\$ 7,020	\$ 7,049
<i>Cons Com</i>	\$ 925	\$ 691	\$ 925	\$ 15
<i>Town Fair</i>	\$ 6,621	\$ 5,922	\$ 7,373	\$ 4,886
<i>Parks</i>	\$ 150,550	\$ 135,726	\$ 144,641	\$ 67,198
<i>Insurances</i>	\$ 1,117,678	\$ 1,069,491	\$ 1,178,004	\$ 656,912
	\$ 7,637,631	\$ 7,129,483	\$ 7,759,990	\$ 4,049,220
Water	\$ 850,046	\$ 757,882	\$ 846,548	\$ 576,136

Account	Source	2021 Revenues		
		Revision	Year End	+/-
Taxes				
3120	Land Use Change Tax - General Fund	\$8,250	\$8,250	\$0
3180	Resident Tax	\$0	\$0	\$0
3185	Yield Tax	\$1,282	\$16,173	\$14,891
3186	Payment in Lieu of Taxes	\$10,002	\$10,002	\$0
3187	Excavation Tax	\$6,832	\$6,832	\$0
3189	Other Taxes	\$0	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	\$85,000	\$77,160	-\$7,840
9991	Inventory Penalties	\$0	\$0	\$0
	Taxes Subtotal	\$111,366	\$118,417	\$7,051

Account	Source	2021 Revenues		
		Revision	Year End	+/-
Licenses, Permits, and Fees				
3210	Business Licenses and Permits	\$2,500	\$2,955	\$455
3220	Motor Vehicle Permit Fees	\$1,945,000	\$2,396,796	\$451,796
3230	Building Permits	\$152,000	\$172,235	\$20,235
3290	Other Licenses, Permits, and Fees	\$17,399	\$19,237	\$1,838
3311-3319	From Federal Government	\$0	\$0	\$0
	Licenses, Permits, and Fees Subtotal	\$2,116,899	\$2,591,224	\$474,325

Account	Source	2021 Revenues		
		Revision	Year End	+/-
State Sources				
3351	Municipal Aid/Shared Revenues	\$0	\$0	\$0
3352	Meals and Rooms Tax Distribution	\$530,772	\$773,435	\$242,663
3353	Highway Block Grant	\$0	\$0	\$0
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	\$0	\$0	\$0
	State Sources Subtotal	\$530,772	\$773,435	\$242,663

Account	Source	2021 Revenues		
		Revision	Year End	+/-
Services				
3401-3406	Income from Departments	\$84,750	\$155,046	\$70,296
3409	Other Charges	\$0	\$0	\$0
	Charges for Services Subtotal	\$84,750	\$155,046	\$70,296

Account	Source	2022 Revenues		
		Estimated	YTD Actual	+/-
3120	Land Use Change Tax - General Fund	\$10,000	\$0	-\$10,000
3180	Resident Tax	\$0	\$0	\$0
3185	Yield Tax	\$6,000	\$9,156	\$3,156
3186	Payment in Lieu of Taxes	\$10,002	\$10,002	\$0
3187	Excavation Tax	\$5,000	\$5,975	\$975
3189	Other Taxes	\$0	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	\$65,000	\$51,506	-\$13,494
9991	Inventory Penalties	\$0	\$0	\$0
	Taxes Subtotal	\$96,002	\$76,639	-\$19,363

Account	Source	2022 Revenues		
		Estimated	YTD Actual	+/-
3210	Business Licenses and Permits	\$2,500	\$1,890	-\$610
3220	Motor Vehicle Permit Fees	\$1,945,000	\$1,426,351	-\$518,649
3230	Building Permits	\$152,000	\$52,295	-\$99,705
3290	Other Licenses, Permits, and Fees	\$20,000	\$12,665	-\$7,335
3311-3319	From Federal Government	\$0	\$0	\$0
	Licenses, Permits, and Fees Subtotal	\$2,119,500	\$1,493,202	-\$626,298

Account	Source	2022 Revenues		
		Estimated	YTD Actual	+/-
3351	Municipal Aid/Shared Revenues	\$0	\$0	\$0
3352	Meals and Rooms Tax Distribution	\$530,772	\$0	-\$530,772
3353	Highway Block Grant	\$0	\$0	\$0
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	\$0	\$0	\$0
	State Sources Subtotal	\$530,772	\$0	-\$530,772

Account	Source	2022 Revenues		
		Estimated	YTD Actual	+/-
3401-3406	Income from Departments	\$84,750	\$99,256	\$14,506
3409	Other Charges	\$0	\$0	\$0
	Charges for Services Subtotal	\$84,750	\$99,256	\$14,506

Account	Source	2021 Revenues			2022 Revenues		
		Revision	Year End	+/-	Estimated	YTD Actual	+/-
3501	Sale of Municipal Property	\$55,391	\$16,180	-\$39,211	\$10,000	\$1,945	-\$8,055
3502	Interest on Investments	\$4,525	\$2,075	-\$2,450	\$115,000	\$9,476	-\$105,524
3503-3509	Other	\$52,217	\$48,144	-\$4,073	\$0	\$5,332	\$5,332
Miscellaneous Revenues Subtotal		\$112,133	\$66,400	-\$45,733	\$125,000	\$16,754	-\$108,246
Operating		Revision	Year End	+/-	Estimated	YTD Actual	+/-
3912	From Special Revenue Funds	\$1,090,126	\$1,268,808	\$178,682	\$1,089,208	\$362,220	-\$726,988
3913	From Capital Projects Funds			\$0		\$0	\$0
3914A	From Enterprise Funds: Airport (Offset)			\$0		\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)			\$0		\$0	\$0
3914O	From Enterprise Funds: Other (Offset)			\$0		\$0	\$0
3914S	From Enterprise Funds: Sewer (Offset)			\$0		\$0	\$0
3914W	From Enterprise Funds: Water (Offset)	\$1,050,046	\$926,001	-\$124,045	\$1,046,548	\$510,401	-\$536,147
3915	From Capital Reserve Funds			\$0		\$0	\$0
3916	From Trust and Fiduciary Funds			\$0		\$0	\$0
3917	From Conservation Funds			\$0		\$0	\$0
Interfund Operating Transfers In Subtotal		\$2,140,172	\$2,194,808	\$54,636	\$2,135,756	\$872,620	-\$1,263,136
Totals		\$5,096,092	\$5,899,329	\$803,237	\$5,091,780	\$2,558,471	-\$2,533,309

CAPITAL RESERVE FUNDS - TOWN			
Year Established	Name of Fund	Purpose of Fund	Principal & Income
1996	Bridge and Culvert	Repair of Bridges and Culverts	71,656.05
2000	Cable TV Fund	Cable TV Equipment	16,853.47
2011	Cemetery Plot Fees Expansion	Cemetery Maintenance	50,768.38
2011	Cemetery Plot Fees Maintenance	Cemetery Maintenance	235,458.76
2021	Emergency Management Revitalization	Emergency Management	325,527.96
2020	Facility Revitalization	Facility Repair & Maintenance	939,309.53
2002	Fire Dept. Equipment & Vehicle CRF	Equipment Vehicle & Facilities	529,140.23
2000	Gen Gov't Bldgs Improvements	Buildings Improvement	547,637.27
2004	Health Insurance - Expendable Trust	Health Insurance Costs	1,324.65
1999	Highway Heavy Equipment	Heavy Equipment	402,095.10
2000	Hwy Dept Vehicle Replacement	New Highway Trucks	408,580.28
1999	Library Improvements Fund	Improvements to Library	5,256.70
2006	Master Plan Updates	Updating Master Plan	47,755.26
2006	New Town Facilities	New Town Facilities	28,239.25
2020	One-Time or Cyclical Procurement CRF	Town Reserves	218,433.38
2008	Park Dept. Equip. Veh. & Fac. CRF	Equipment, Vehicle & Facilities	152,172.28
2002	Police and Dispatch Equipment, Vehicle, and Facilities Fund	Equipment, Vehicle & Facilities	228,790.18
2021	Purchase of 10 Old Fremont Road (The Bean Tavern)	Preservation	36,850.67
2008	Rec Dept. Equip, Veh, & Fac. CRF	Equipment, Vehicle & Facilities	24,396.69
2002	Revaluation Fund	Property Revaluation Costs	3,117.69
2020	Road Revitalization	Road Repair	155,985.08
2006	Sidewalk Construction & Maintenance	Sidewalks	3,674.43
2019	Tax Deeded Properties Reserve Fund	Town Reserves	147,547.24
2002	Town of Raymond Scholarship Fund	High School Scholarship	7,493.53
2005	Town Office Technology Improvements & Repairs	Technology Improvements	527.46
2021	Town Vehicle and Equipment Revitalization	Town Reserves	520,185.53
2003	Vacation and Sick Leave - Union	Vacation & Sick Leave	95,462.52
2004	Vacation and Sick Leave Non- Union	Vacation & Sick Leave	66,020.60
Total Town Funds			\$5,270,260.17
CAPITAL RESERVE FUNDS - WATER			
Year Established	Name of Fund	Purpose of Fund	Principal & Income
2000	Construct, Repair and Maintain Town Water Treatment Facility	Facility Repair & Maintenance	180,608.43
2005	New Well Site Acquisitions	Water Department	64,554.56
2001	Water Dept Utility Vehicle Replacement	Water Dept Vehicle	17,787.62
2000	Water Storage Facilities	Repair and Maintain Water Towers	573,347.48
2000	Water System Infrastructure	Maintenance of Water System	167,049.89
Total Water Funds			\$1,003,347.98

Julie Jenks

From: Carl Weber <cweber@nhprimex.org>
Sent: Monday, June 6, 2022 2:52 PM
To: Julie Jenks; Paul Hammond
Subject: Primex³ CAP Agreements are Available Online - Action Required



A message regarding
your CAP Agreement

Dear Member,

We are pleased to announce that your **CAP (Contribution Assurance Program) Agreement is available online**. You can review, sign, and submit your CAP Agreement which will be available to you on P3 for your reference.

The Contribution Assurance Program (CAP) is designed specifically for members who have demonstrated a long-term commitment to the Workers' Compensation and Property & Liability coverage programs. CAP gives members the assurance of a predictable contribution for multiple years. The result is the stability our members count on from Primex³.

You are receiving this email because you are listed as a program contact for your organization and have access to the Primex³ Partner Platform (P3) module within your dashboard. If you have not already registered as a user, please take a moment to do so on the Primex website.

You may access the CAP Agreement through the Primex³ Partner Platform (P3) once you have logged into the Primex³ website. Please click on **Access P3**, then click on the **CAP Agreements** tab.

If you are interested in participating in CAP, please download the agreement and sign either electronically or sign/scan and upload your agreement(s) by Thursday, July 21, 2022. If you do not wish to participate in the CAP program, please click on the "Declined" box at the bottom of the page and click submit.

Please contact me or your Member Services Consultant at 1-800-698-2364 or email at memberservices@nhprimex.org if you have any questions regarding CAP.

Thank you for your continued partnership.



July 19, 2022

Paul Hammond, Interim Town Manager
Town of Raymond
4 Epping St.
Raymond, NH 03077

RE: Contribution Assurance Program (CAP) for CY 2023 – CY 2025 for the Workers' Compensation Program

Dear Paul:

Primex³ is pleased to offer the **Town of Raymond** the option of participating in the **Contribution Assurance Program (CAP)** for the next three coverage period years. **For members who have demonstrated commitment to the Primex³ pool, CAP provides stability by creating a limit on your Workers' Compensation contributions for future renewals.**

We are pleased to offer you a **CAP Agreement** that provides you budgetary assurance through **December 31, 2025**. (See enclosed **CAP Agreement and Resolution**.) **Please return your executed CAP Agreement and Resolution on or before July 21, 2022, to ensure your participation in CAP for the upcoming October 15, 2022 Renewal.**

The percentage listed is a maximum increase; actual increases will not exceed that percentage and may be lower, based on each member's performance. Performance still impacts contribution amounts, so it remains important for both Primex³ and our members to leverage our partnership to effectively manage risks and any claims that occur.

Our goal has always been to provide members with the best programs at the best value. **CAP** provides predictable contributions in the Workers' Compensation Program that you and your taxpayers can count on for budgetary stability.

Please contact me or your Member Services Consultant with questions at 800-698-2364.

Sincerely,

Carl Weber
Director of Member Services

Trust. Excellence. Service.

**Workers' Compensation
Contribution Assurance Program (CAP) Agreement
THIS AGREEMENT AMENDS AND EXTENDS YOUR MEMBERSHIP AGREEMENT
PLEASE READ CAREFULLY**

Primex³ is offering members in our **Workers' Compensation Program** an opportunity to stabilize their annual contributions through participation in our Contribution Assurance Program (**CAP**). **CAP** is offered to members who qualify, providing them predictability by limiting the annual contribution increase during a defined period of years (**CAP Period**). By signing this Agreement, you agree to extend your Membership Agreement for **three (3) years** and Primex³ agrees, with limited exception¹, that your annual contribution increase will not exceed ten percent (10%) of the prior year's contribution. Because performance matters with Primex³, you may realize an annual increase that is less than the **CAP** through sound risk management and stable underwriting exposures.

We are offering this opportunity so that our members can extend their commitment to pooling through the Primex³ programs. Participation in **CAP** for each year of the **CAP Period** is conditioned upon a three-year commitment to participation in the Primex³ Workers' Compensation Program.

The following **CAP Period** years qualify for the Contribution Assurance Program (**CAP**):

- CY 2023 January 1, 2023 through December 31, 2023**
(maximum 10% increase over January 1, 2022 through December 31, 2022 contribution)
- CY 2024 January 1, 2024 through December 31, 2024**
(maximum 10% increase over January 1, 2023 through December 31, 2023 contribution)
- CY 2025 January 1, 2025 through December 31, 2025**
(maximum 10% increase over January 1, 2024 through December 31, 2024 contribution)

By signing this Agreement, the **Town of Raymond** agrees to extend its risk pool membership and participation in the Primex³ **Workers' Compensation Program** for three coverage period years, through **December 31, 2025**. The **Town of Raymond** agrees and understands it remains bound by and subject to the terms and conditions of the Membership Agreement, Public Entity Coverage Documents and Trust Agreement, and all Trust by-laws, policies and procedures.

¹ CAP protects the member from most contribution increases during the CAP period; i.e., those resulting from account underwriting, or directly caused by changes in the member's loss history, property and payroll exposures. For the protection of all members, CAP does not prevent Primex³ from raising contributions across the pool/program to meet the actuary's reserve funding recommendations in response to catastrophic events, investment losses, severe adverse claim development, reinsurance failure, legislative enactments, judicial opinions and administrative orders. In the rare and unlikely event CAP maximum increase limits must be exceeded to adequately fund reserves, Primex³ in fairness will provide members advance notice and the option of terminating the CAP Agreement.

The **Town of Raymond** agrees that the ten percent (10%) maximum increase currently available for this **CAP Period** does not apply to any other year or period of years, and upon expiration of the **CAP Period** in this Agreement, any subsequent participation in a Primex³ **CAP** will be subject to underwriting review, membership criteria, **CAP** criteria, determination of contribution and the maximum increase in place for the subsequent **CAP Period**.

The **Town of Raymond** further acknowledges that by extending its Membership Agreement for three (3) coverage period years, the Public Entity Coverage Documents, General Conditions Section (L) ("Terminating Participation in Our Program(s)") is suspended during year one (1) and year two (2) of the three (3) year term, as there is no right to cancel or terminate during year one (1) and year two (2) but shall be reinstated for the end of year three (3).

The **Town of Raymond** agrees that failure to provide notice in strict accordance with the Public Entity Coverage Documents, General Conditions Section (L) shall result in automatic renewal of risk management pool membership and continuation in the Primex³ Workers' Compensation Program, but not continuation of **CAP** which must be separately offered and accepted.

Primex³ acknowledges that the **Town of Raymond** is a NH public entity which receives budgetary authorization for appropriations from an annual meeting of its legislative body and pertains to a fiscal year which commences on the following January 1 or July 1, of any given year. The **Town of Raymond** also acknowledges that it is legally required to carry insurance coverage. As such, if the legislative body, at such annual meeting for any years that are within the anticipated term of the contract, fails to approve such appropriation, and there are no other lawful means of funding the coverage, this contract may be terminated by the **Town of Raymond** by notice to Primex³ made within 30 days of the legislative action at which such funding initiative was defeated and such cancellation shall be effective as of the commencement on the following fiscal year or on the anniversary of the policy, whichever first occurs.

The **Town of Raymond**, however, agrees that it shall seek the requisite appropriations in good faith and that the availability of lower cost or otherwise preferable coverage alternatives during the term of this Agreement shall not constitute a good faith and permissible basis on which to fail to pursue the appropriations or assert that appropriations are unavailable. In the event of an early termination, the **Town of Raymond** agrees to return the difference between the **CAP** increase and the uncapped contribution.

By affixing my signature below, I am attesting, representing and warranting that I am a duly authorized representative of the governing body of the **Town of Raymond** with legal authority to contractually bind the **Town of Raymond** to the terms of this Agreement, and that I understand the commitment being made to membership in the Primex³ risk management pool and participation in the Workers' Compensation Program.

Authorized Representative of the
Governing Body

Title

Date

Print Name

RESOLUTION TO ENTER PRIMEX³
Workers' Compensation Contribution Assurance Program (CAP)

RESOLVED: To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex³) to enter into its **Workers' Compensation Contribution Assurance Program (CAP)** as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex³ risk management pool membership during the term of the **Workers' Compensation Contribution Assurance Program (CAP)**. The coverage provided by Primex³ in each year of membership shall be as then set forth in the Coverage Documents of Primex³.

I attest that the foregoing is a true copy of the Resolution of the Governing Board of the **Town of Raymond** adopted on _____.

Board: _____
Title of Board

Signature: _____

Name: _____

Title: _____ duly authorized

Date: _____



July 19, 2022

Paul Hammond, Interim Town Manager
Town of Raymond
4 Epping St.
Raymond, NH 03077

RE: Contribution Assurance Program (CAP) for CY 2023 – CY 2025 for the Property & Liability Program

Dear Paul:

Primex³ is pleased to offer the **Town of Raymond** the option of participating in the **Contribution Assurance Program (CAP)** for the next three coverage period years. **For members who have demonstrated commitment to the Primex³ pool, CAP provides stability by creating a limit on your Property & Liability contributions for future renewals.**

We are pleased to offer you a **CAP Agreement** that provides you budgetary assurance through **December 31, 2025**. (See enclosed **CAP Agreement and Resolution**.) **Please return your executed CAP Agreement and Resolution on or before July 21, 2022, to ensure your participation in CAP for the upcoming October 15, 2022 Renewal.**

The percentage listed is a maximum increase; actual increases will not exceed that percentage and may be lower, based on each member's performance. Performance still impacts contribution amounts, so it remains important for both Primex³ and our members to leverage our partnership to effectively manage risks and any claims that occur.

Our goal has always been to provide members with the best programs at the best value. **CAP** provides predictable contributions in the Property & Liability Program that you and your taxpayers can count on for budgetary stability.

Please contact me or your Member Services Consultant with questions at 800-698-2364.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Weber".

Carl Weber
Director of Member Services

Trust. Excellence. Service.

**Property & Liability
Contribution Assurance Program (CAP) Agreement
THIS AGREEMENT AMENDS AND EXTENDS YOUR MEMBERSHIP AGREEMENT
PLEASE READ CAREFULLY**

Primex³ is offering members in our **Property & Liability Program** an opportunity to stabilize their annual contributions through participation in our Contribution Assurance Program (**CAP**). **CAP** is offered to members who qualify, providing them predictability by limiting the annual contribution increase during a defined period of years (**CAP Period**). By signing this Agreement, you agree to extend your Membership Agreement for **three (3) years** and Primex³ agrees, with limited exception¹, that your annual contribution increase will not exceed nine percent (9%) of the prior year's contribution. Because performance matters with Primex³, you may realize an annual increase that is less than the **CAP** through sound risk management and stable underwriting exposures.

We are offering this opportunity so that our members can extend their commitment to pooling through the Primex³ programs. Participation in **CAP** for each year of the **CAP Period** is conditioned upon a three-year commitment to participation in the Primex³ Property & Liability Program.

The following **CAP Period** years qualify for the Contribution Assurance Program (**CAP**):

CY 2023 January 1, 2023 through December 31, 2023
(maximum 9% increase over January 1, 2022 through December 31, 2022 contribution)

CY 2024 January 1, 2024 through December 31, 2024
(maximum 9% increase over January 1, 2023 through December 31, 2023 contribution)

CY 2025 January 1, 2025 through December 31, 2025
(maximum 9% increase over January 1, 2024 through December 31, 2024 contribution)

By signing this Agreement, the **Town of Raymond** agrees to extend its risk pool membership and participation in the Primex³ **Property & Liability Program** for three coverage period years, through **December 31, 2025**. The **Town of Raymond** agrees and understands it remains bound by and subject to the terms and conditions of the Membership Agreement, Public Entity Coverage Documents and Trust Agreement, and all Trust by-laws, policies and procedures.

¹ CAP protects the member from most contribution increases during the CAP period; i.e., those resulting from account underwriting, or directly caused by changes in the member's loss history, property and payroll exposures. For the protection of all members, CAP does not prevent Primex³ from raising contributions across the pool/program to meet the actuary's reserve funding recommendations in response to catastrophic events, investment losses, severe adverse claim development, reinsurance failure, legislative enactments, judicial opinions and administrative orders. In the rare and unlikely event CAP maximum increase limits must be exceeded to adequately fund reserves, Primex³ in fairness will provide members advance notice and the option of terminating the CAP Agreement.

The **Town of Raymond** agrees that the nine percent (9%) maximum increase currently available for this **CAP Period** does not apply to any other year or period of years, and upon expiration of the **CAP Period** in this Agreement, any subsequent participation in a Primex³ **CAP** will be subject to underwriting review, membership criteria, **CAP** criteria, determination of contribution and the maximum increase in place for the subsequent **CAP Period**.

The **Town of Raymond** further acknowledges that by extending its Membership Agreement for three (3) coverage period years, the Public Entity Coverage Documents, General Conditions Section (L) ("Terminating Participation in Our Program(s)") is suspended during year one (1) and year two (2) of the three (3) year term, as there is no right to cancel or terminate during year one (1) and year two (2) but shall be reinstated for the end of year three (3).

The **Town of Raymond** agrees that failure to provide notice in strict accordance with the Public Entity Coverage Documents, General Conditions Section (L) shall result in automatic renewal of risk management pool membership and continuation in the Primex³ Property & Liability Program, but not continuation of **CAP** which must be separately offered and accepted.

Primex³ acknowledges that the **Town of Raymond** is a NH public entity which receives budgetary authorization for appropriations from an annual meeting of its legislative body and pertains to a fiscal year which commences on the following January 1 or July 1, of any given year. The **Town of Raymond** also acknowledges that it is legally required to carry insurance coverage. As such, if the legislative body, at such annual meeting for any years that are within the anticipated term of the contract, fails to approve such appropriation, and there are no other lawful means of funding the coverage, this contract may be terminated by the **Town of Raymond** by notice to Primex³ made within 30 days of the legislative action at which such funding initiative was defeated and such cancellation shall be effective as of the commencement on the following fiscal year or on the anniversary of the policy, whichever first occurs.

The **Town of Raymond**, however, agrees that it shall seek the requisite appropriations in good faith and that the availability of lower cost or otherwise preferable coverage alternatives during the term of this Agreement shall not constitute a good faith and permissible basis on which to fail to pursue the appropriations or assert that appropriations are unavailable. In the event of an early termination, the **Town of Raymond** agrees to return the difference between the **CAP** increase and the uncapped contribution.

By affixing my signature below, I am attesting, representing and warranting that I am a duly authorized representative of the governing body of the **Town of Raymond** with legal authority to contractually bind the **Town of Raymond** to the terms of this Agreement, and that I understand the commitment being made to membership in the Primex³ risk management pool and participation in the Property & Liability Program.

Authorized Representative of the
Governing Body

Title

Date

Print Name

Kimberly Galipeau

From: Jan Kent <punda_milia@hotmail.com>
Sent: Friday, July 29, 2022 5:46 PM
To: Angela Pilling; Kimberly Galipeau
Subject: Fwd: Resignation

Fyi

Jan

Begin forwarded message:

From: Melissa Potter <>wyndinoak@gmail.com>
Date: July 29, 2022 at 5:23:04 PM EDT
To: Jan Kent <punda_milia@hotmail.com>
Subject: Resignation

Dear Jan,

With regret, I am writing to inform you that I have to resign from the Conservation Commission. I have enjoyed being part of this board, learning from you and others, and serving our community with all of you. I look forward to working with you and the other board members again in the future.

Kind Regards,
Melissa Potter

RESOLUTION TO ENTER PRIMEX³
Property & Liability Contribution Assurance Program (CAP)

RESOLVED: To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex³) to enter into its **Property & Liability Contribution Assurance Program (CAP)** as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex³ risk management pool membership during the term of the **Property & Liability Contribution Assurance Program (CAP)**. The coverage provided by Primex³ in each year of membership shall be as then set forth in the Coverage Documents of Primex³.

I attest that the foregoing is a true copy of the Resolution of the Governing Board of the **Town of Raymond** adopted on _____.

Board: _____
Title of Board

Signature: _____

Name: _____

Title: _____ duly authorized

Date: _____

Board of Selectmen Vote to Accept Unanticipated Revenue

I move to accept the unanticipated revenue for the: 2022 Premium Holiday Distribution

Funds Received by: Primex

Amount Received: Unemployment Compensation Program, \$1,930.77

Amount Received: Property & Liability Program, \$6,663.14

Amount Received: Workers Compensation Program, \$5,222.36

Total Amount Received: \$13,816.27

Date: August 8, 2022

Motion Made by: _____

Second to the Motion By: _____

Selectman: _____

Selectman: _____

Selectman: _____

Selectman: _____

Selectman: _____

July 15, 2022

277

Paul Hammond, Interim Town Manager
Town of Raymond
4 Epping St.
Raymond, NH 03077

RE: 2022 Premium Holiday for the CY2022 Unemployment Compensation Program

Dear Paul:

The Primex³ Board of Trustees approved a Premium Holiday distribution for the **Unemployment Compensation Program**, based on the financial results from 2021.

I am pleased to inform you the **Town of Raymond will be receiving a Premium Holiday distribution in the amount of \$1,930.77** effective July 15, 2022.

Enclosed is your entity's revised Unemployment Compensation invoice for January 1, 2022 through December 31, 2022 with the Premium Holiday applied. New this year, you have a choice online in P3 to apply any credits or request a refund check. We are pleased to be able to provide this Premium Holiday, and hope to offer Premium Holidays in subsequent years based on each member's as well as the pool's overall performance.

Please let us know if you have any questions. We appreciate your continued trust in, and commitment to the Primex³ Unemployment Compensation Program.

Sincerely,



Ty Gagne, CEO

Enclosure: January 1, 2022 through December 31, 2022 Revised Unemployment Compensation Invoice

July 1, 2022

Paul Hammond, Interim Town Manager
Town of Raymond
4 Epping St.
Raymond, NH 03077

RE: 2022 Premium Holiday for the CY2022 Property & Liability Program

Dear Paul:

The Primex³ Board of Trustees approved a Premium Holiday distribution for the Property & Liability Program, based on the financial results from 2021.

I am pleased to inform you the Town of Raymond will be receiving a Premium Holiday distribution in the amount of \$6,663.14 effective July 1, 2022.

Enclosed is your entity's revised Property & Liability invoice for January 1, 2022 through December 31, 2022 with the Premium Holiday applied. New this year, you have a choice online in P3 to apply any credits or request a refund check. We are pleased to be able to provide this Premium Holiday, and hope to offer Premium Holidays in subsequent years based on each member's as well as the pool's overall performance.

Please let us know if you have any questions. We appreciate your continued trust in, and commitment to the Primex³ Property & Liability Program.

Sincerely,



Ty Gagne, CEO

Enclosure: January 1, 2022 through December 31, 2022 Revised Property & Liability Invoice

July 1, 2022

277

Paul Hammond, Interim Town Manager
Town of Raymond
4 Epping St.
Raymond, NH 03077

RE: 2022 Premium Holiday for the CY2022 Workers' Compensation Program

Dear Paul:

The Primex³ Board of Trustees approved a Premium Holiday distribution for the Workers' Compensation Program, based on the financial results from 2021.

I am pleased to inform you the Town of Raymond will be receiving a Premium Holiday distribution in the amount of \$5,222.36 effective July 1, 2022.

Enclosed is your entity's revised Workers' Compensation invoice for January 1, 2022 through December 31, 2022 with the Premium Holiday applied. New this year, you have a choice online in P3 to apply any credits or request a refund check. We are pleased to be able to provide this Premium Holiday, and hope to offer Premium Holidays in subsequent years based on each member's as well as the pool's overall performance.

Please let us know if you have any questions. We appreciate your continued trust in, and commitment to the Primex³ Workers' Compensation Program.

Sincerely,



Ty Gagne, CEO

Enclosure: January 1, 2022 through December 31, 2022 Revised Workers' Compensation Invoice



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

109 Pleasant Street
PO Box 487, Concord, NH 03302-0487
Telephone (603) 230-5000
www.revenue.nh.gov



MUNICIPAL AND PROPERTY
DIVISION
Samuel T. Greene
Director

Lindsey M. Stepp
Commissioner

Ora M. LeMere
Assistant Commissioner

Adam A. Denoncour
Assistant Director

July 22, 2022

RECEIVED

JUL 25 2022

Initial: KG

BOARD OF SELECTMEN
TOWN OF RAYMOND
4 EPPING STREET
RAYMOND NH 03077

RE: Signing of SB 239 – Notification Required.

Dear Governing Body:

The Department of Revenue Administration is required to provide written notice to the governing body of all municipalities, political subdivisions, and counties which are subject to the provisions of the newly adopted RSA 21-J:20-a within 60 days of its effective date. This letter constitutes such notice.

Be advised: On May 27, 2022, RSA 21-J:20-a “Notification Required; Failure to Complete Audit,” became effective. This statute requires each city, town, school district, village district, county, or precinct to provide to the Department notice and copy of any audit required by RSA 21-J:19 or 21-J:20, as the Department is now authorized to collect a fine in cases of noncompliance.

If a required audit is not completed by its due date, the commissioner is entitled to levy a fine of up to **\$250 per day** for each day of noncompliance. Such days will be counted beginning 90 days after the Department has provided written notification to the governing body of its intent to levy the fine. Any municipality, political subdivision, or county subjected to the fine may petition the commissioner for a waiver, should their failure to comply with RSA 21-J:19 or RSA 21-J:20 be due to reasonable cause. If a waiver is granted, the municipality, political subdivision, or county shall provide to the Department, within 90 days of the date of the waiver, an executed contract binding the body to conduct the required audit with an individual or entity licensed and certified to do so, and within a timeframe approved by the commissioner.

If you have any questions regarding this correspondence, contact the Department between the hours of 8:00 AM and 4:30 PM, Monday through Friday.

NH Department of Revenue Administration
Municipal and Property Division
(603)230-5090

TDD Access: Relay NH 1-800-735-2964

Individuals who need auxiliary aids for effective communication in programs and services of the Department of Revenue Administration are invited to make their needs and preferences known to the Department.

N.H. Rev. Stat. § 21-J:20-a



Current through Chapter 333 of the 2022 Legislative Session

Section 21-J:20-a - Notification Required: Failure to Complete Audit

- I. Upon completion of an audit made pursuant to RSA 21-J:19 or RSA 21-J:20, each city, town, school district, village district, county, or precinct shall provide notification to the department of the completed audit and a copy such audit shall be sent to the department. If a required audit is not completed by the due date of such audit, the commissioner may levy a fine of up to \$250 per day for every day of noncompliance, commencing 90 days after the department has provided written notice to the municipality, political subdivision, or county of the intent to levy such fine.
- II. The municipality, political subdivision, or county may petition the commissioner for waiver of the fine in instances where the failure to complete a statutorily required audit by the due date of such audit was due to reasonable cause. If a waiver is granted, the municipality, political subdivision, or county shall within 90 days of receiving the waiver from the department provide the department an executed contract binding the municipality, political subdivision, or county, to conduct the required audit with an entity licensed and certified to do so, and within a time frame approved by the commissioner. Fines collected by the department pursuant to this section shall be deposited in the general fund.

RSA 21-J:20-a

Added by 2022, 127:2, eff. 5/27/2022.

See 2022, 127, 3.

Board of Selectmen Vote to Accept Items

I move to accept the donated items for the: National Night Out Event

Funds donated by: Dollar Tree

Amount Donated: Assorted Toys

Date: _____

Motion Made by: _____

Second to the Motion By: _____

Selectman: _____

Selectman: _____

Selectman: _____

Selectman: _____

Selectman: _____

Board of Selectmen Vote to Accept Items

I move to accept the donated ^{items} for the: National Night Out Event

Funds donated by: Tuckaway Tavern

Amount Donated: 150 Hamburgers, 150 hotdogs, rolls, condiments

Date: _____

Motion Made by: _____

Second to the Motion By: _____

Selectman: _____

Selectman: _____

Selectman: _____

Selectman: _____

Selectman: _____

Board of Selectmen Vote to Accept Funds

I move to accept the donated funds for the: National Night Out Event

Funds donated by: Stillwell's

Amount Donated: \$ 15.00 Gift Certificate

Date: _____

Motion Made by: _____

Second to the Motion By: _____

Selectman: _____

Selectman: _____

Selectman: _____

Selectman: _____

Selectman: _____

Board of Selectmen Vote to Accept Funds

I move to accept the donated funds for the: National Night Out Event

Funds donated by: Ace Hardware / Ben Franklin

Amount Donated: 4 - \$25.00 Gift certificates, 2 sweatshirts, 2 Hats, Assorted toys, 10 Travel mugs

Date: _____

Motion Made by: _____

Second to the Motion By: _____

Selectman: _____

Selectman: _____

Selectman: _____

Selectman: _____

Selectman: _____

Board of Selectmen Vote to Accept Funds

I move to accept the donated funds for the: National Night Out Event

Funds donated by: Walmart Distribution Center

Amount Donated: See Attached

Date: _____

Motion Made by: _____

Second to the Motion By: _____

Selectman: _____

Selectman: _____

Selectman: _____

Selectman: _____

Selectman: _____

DC DIRECTED DONATION RECEIPT

Donee Organization:

Charity Name: Raymond Police Dept.

Address: 1 Scribner Rd., Raymond, New Hampshire 03077

Tax ID:

Products pick Up From:

DC Name: 6030

Address: 42 Freetown Rd, Raymond, New Hampshire 03077

Donee represents and warrants by signing below that:

- it is a qualified charitable organization as defined in the Internal Revenue Code
- it will not sell or transfer the products in exchange for money, property, or services that is not in the manner related to the exempt purpose of the Donees Organization
- it will not use the products for any purpose other than as intended
- if it is unable to use as intended, it will return the product to the Walmart DC where it was received
- with regard to food products, it will store the product properly and use before any expiration date, if any, or as soon as possible.
- none of the product will be returned to any Walmart for a refund
- the product will be distributed only after Donee has signed Walmart Hold harmless Agreement.

Item/UPC	Product Description	Quantity Count/Units	Cost to Charity	Weight
554667324	NV PRO HNY PNT ALM 5	24	\$61.92	14.70
552221665	OSEM SNACK BMBA-SML	96	\$40.02	7.60
597398889	18CT FAMILY FUN MIX	10	\$79.90	10.70
566795839	GV .5L 40PK WATER	6	\$16.68	273.60
Grand Total		136	\$198.52	306.60

Donee acknowledges receipt of the products listed above which have been directed by Walmart to be donated.

DONEE (OR AUTHORIZED AGENT) SIGNATURE: _____ DATE: _____

WALMART AGENT SIGNATURE:  _____ DATE: 7/28/22

Form Distribution - 3 Copies to: Donee, DC Damage/Reclaims File and GMA

HOLD HARMLESS AGREEMENT
Walmart Inc.
Donation Acknowledgment and Release

On this 26 day of July, 2022, Walmart Inc. ("Walmart") has donated to Raymond police id. ("Organization"), located at Raymond N.H., any number of items or products, collectively referred to as the "Product".

In consideration of Walmart's donation of such Product, Organization agrees to the following:

1. Organization hereby agrees and fully understands that it is receiving Product from Walmart as a donation to be used only for the Product's intended purpose, and should not be disposed of, recycled, or used for any other purpose.
2. Organization further agrees and fully understands that such Product is accepted by Organization in "As Is" condition. Walmart, including its officers, employees, and agents, make no representations whatsoever, extend no warranties of any kind, either express or implied, including but not limited to the implied warranties of merchantability or fitness for a particular purpose, and assumes no responsibilities whatsoever with respect to design, development, manufacture, or use of the Product.
3. Organization agrees that Product will not be returned to any Walmart store or Sam's Club for an exchange or refund and that Organization will use its best efforts to ensure that no other individuals return or exchange Product to any Walmart store or Sam's Club.
4. Organization agrees that Product will not be sold, bartered, traded, raffled, or auctioned.
5. Organization agrees to defend, indemnify, and hold harmless Walmart and its subsidiaries and affiliates, and each company's officers, directors, employees, or agents, from any and all claims, demands, damages, lawsuits, causes of action, fines, penalties (including attorneys' fees and costs) and any other liabilities whatsoever arising out of Organization's possession or use of the Product, or the negligent acts or omissions of Organization.
6. Organization releases, relinquishes, and discharges Walmart and its subsidiaries and affiliates, and each company's officers, directors, employees or agents from any and all claims, demands, causes of action, liabilities whatsoever and from any liability for damages and other expense related to injury to person or property (including any animal) resulting from or arising out of any defective condition in the Product or from its possession, transportation, use or disposal by Organization. This release shall be binding upon and inure to the benefit of the parties, their successors, and assigns.

Organization agrees that Walmart has the right, but not the obligation, to (1) conduct either scheduled or unannounced inspections of its operations, or to also (2) audit its financial and other records relating to the Product.

By signing below, the undersigned acknowledges that he/she has read and understands and agrees to be legally bound by this Agreement and has been properly authorized and empowered to sign this Agreement on behalf of the Organization.

Signed: _____
 Print Name: _____
 Organization: _____
 Tax ID #: 02-6050733
 Title: _____
 Date: _____
 Email: _____

CONFIDENTIAL INFORMATION

Board of Selectmen Vote to Accept items

I move to accept the donated items for the: National Night Out Event

Funds donated by: Pawtucketaway Trading Post

Amount Donated: See Attached

Date: _____

Motion Made by: _____

Second to the Motion By: _____

Selectman: _____

Selectman: _____

Selectman: _____

Selectman: _____

Selectman: _____

Dear Community Partner,

The Raymond Police Department is beginning to plan for the annual **National Night Out 2022** campaign for Tuesday, August 2, 2022 from 5:00 to 7:00 PM at the Raymond Police Department and Former Raymond Skate Park Site. We are reaching out today for your support at the local level. National Night Out will feature food, games, safety demonstrations, crime prevention materials, children's activities, free raffles and the opportunity to explore public safety apparatus. We are anticipating attendance at 100 – 200 people.

The purpose of National Night Out, which is organized in conjunction with various police organizations nationwide, is to inform the public about various police and community programs. Drug prevention initiatives, town watch organizations, educational and safety tips are only a few of the highlights of a typical National Night Out community gathering.

Ways you can help:

_____ Food (hamburgers, hot dogs, rolls, chips, soda, water, desserts)

Raffle Prizes (Children & Adults) **Gift cards are a great raffle item and an easy way to promote your business!**
2 FISHING TACKLE 3 SHIRTS + HATS
POLES BOX
_____ Decorations, etc. (balloons, streamers, free giveaway items)

TAX ID: 02-6000733

PAWTUCKAWAY TRADING POST DALE COTIE
Organization Contact Name
603 244 2463 DALECOTIEPTP@GMAIL.COM
Phone Number Email

The Raymond Police Department is partnering with the Raymond Coalition for Youth for this event. For any questions or concerns, feel free to contact the following people.

Maureen Smith 603-895-0914 - Raymond Police Department msmith@raymondnh.gov
Celeste Clark 603-895-7061 - Raymond Coalition for Youth cclark@rcfy.org

Your support would be greatly appreciated. We are excited about this opportunity and the impact National Night Out has on our community.

Sincerely,

Michael Labell, Chief
Raymond Police Department

(Proposed) 2022-2023 Board of Selectmen Board, Commission and Committee Assignments

COMMITTEES	MEMBER	ALTERNATE
Budget Committee:	Carlos Maldonado	Kathleen Hoelzel
Cable Committee	Carlos Maldonado	George Plante
CIP Committee:	Kathleen Hoelzel	Carlos Maldonado
Historic District Commission:	Alissa Welch	George Plante
Highway Safety Committee:	Kathleen Hoelzel	George Plante
Scholarships:	Kathleen Hoelzel	Carlos Maldonado
Planning Board	Scott Campbell	George Plante
Zoning Board of Adjustment:	Alissa Welch	Kathleen Hoelzel
Negotiations (<i>Teamsters</i>) 2023 (AFSCME) 2024	George Plante	Carlos Maldonado
ADDITIONAL COMMITTEES	MEMBER	ALTERNATE
4th of July	Alissa Welch	George Plante
Cemetery Advisory Committee	Alissa Welch	George Plante

Kimberly Galipeau

From: Jan Kent <punda_milia@hotmail.com>
Sent: Friday, July 29, 2022 5:46 PM
To: Angela Pilling; Kimberly Galipeau
Subject: Fwd: Resignation

Fyi

Jan

Begin forwarded message:

From: Melissa Potter <>wyndinoak@gmail.com>
Date: July 29, 2022 at 5:23:04 PM EDT
To: Jan Kent <punda_milia@hotmail.com>
Subject: Resignation

Dear Jan,

With regret, I am writing to inform you that I have to resign from the Conservation Commission. I have enjoyed being part of this board, learning from you and others, and serving our community with all of you. I look forward to working with you and the other board members again in the future.

Kind Regards,
Melissa Potter