

**TROY BOARD OF SELECTMEN MEETING
THURSDAY, FEBRUARY 20, 2025, 6:00 P.M.
TROY TOWN HALL**

1. **CALL TO ORDER- 6:00 P.M.**
NON-PUBLIC, NH RSA 91-A:3, II (B: HIRING)
2. **BOARD MEMBER COMMENTS (EST. START OF 6:45 PM)**
3. **PUBLIC COMMENTS**
4. **NEW BUSINESS**
 - A. **INTENT TO CUT: MAP 8, LOT 1**
 - B. **CWSRF PROJECT #CS-330190-06: DISBURSEMENT REQUEST # 7**
 - C. **TAX ABATEMENT #1037: MAP 3 LOT 1**
 - D. **TAX ABATEMENT #1036: MAP 6, LOT 15**
 - E. **SUPPLEMENTAL TAX WARRANT: MAP 18, LOT 157**
 - F. **FOREST FIRE WARDEN APPOINTMENTS**
5. **OLD BUSINESS**
6. **CONSENT AGENDA**
 - A. **RECENT MANIFESTS: A/P & PAYROLL**
 - B. **PREVIOUS MEETINGS MINUTES:**
 - **2/11/2025- PUBLIC & NONPUBLIC**
7. **BOARD CORRESPONDENCE**
 - A. **ASSESSING: LAND USE CHANGE TAXES- AVITAR LETTER**
8. **ADMINISTRATIVE REPORT**
9. **NEXT MEETING: MARCH 6, 2025 AT 5 PM**
10. **NON-PUBLIC, NH RSA 91-A:3, II, IF NECESSARY**
11. **ADJOURN**

(Assigned by Municipality)

YR

TOWN

OP#

 - - - T

For Tax Year April 1, 24 to March 31, 25

PLEASE TYPE OR PRINT (If filling in form on-line; use TAB Key to move through fields)

- 1. Town/City of: Troy
- 2. Tax Map/Block/Lot or USFS Sale Name & Unit No. 8 14
- 3. Intent Type: Original Supplemental (Original Intent Number)
- 4. Name of Access Road: Bigelow
- 5a. Acreage of Lot: 4.75 Acreage of Cut: 3
- 5b. Anticipated Start Date: 2-13-25

- 6. Type of ownership (check only one):
 - a. Owner of Land and Stumpage (Sole Owner)
 - b. Owner of Land and Stumpage (Joint Tenants)
 - c. Owner of Land and Stumpage (Tenants in Common)
 - d. Previous owner retaining deeded timber rights
 - e. Owner/Purchaser of stumpage & timber rights on public lands (Fed., State, municipal, etc.) or Utility Easements

REPORT OF CUT / CERTIFICATE TO BE SENT TO:

OWNER OR LOGGER / FORESTER

BY MAIL OR E-MAIL

7. I/We hereby accept responsibility for reporting all timber cut within 60 days after the completion of the operation or by May 15, whichever comes first. I/We also assume responsibility for any yield tax which may be assessed. (If a corporation, an officer must sign.)

Attach a signature page for additional owners.

John Liimatainen 2/11/25
 SIGNATURE OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED
JOHN LIIMATAINEN
 PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

SIGNATURE OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

JOHN LIIMATAINEN
 PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

P.O. BOX 177
 MAILING ADDRESS

TROY N.H. 03465
 CITY OR TOWN STATE ZIPCODE

JLIIMATA52@gmail.com
 E-MAIL ADDRESS

603-499-3867
 HOME PHONE (Enter number without dashes) CELL PHONE (Enter number without dashes)

8. Description of Wood or Timber To Be Cut

Species	Estimated Amount To Be Cut	
White Pine	1	MBF
Hemlock	1	MBF
Red Pine		MBF
Spruce & Fir		MBF
Hard Maple		MBF
White Birch		MBF
Yellow Birch		MBF
Oak	1	MBF
Ash	1	MBF
Soft Maple	1	MBF
Beech/Pallet/Tie & Mat Logs/ Pine Box		MBF
Other (Specify)		MBF
Pulpwood		Tons
Spruce & Fir		
Hardwood & Aspen		
Pine		
Hemlock		
Biomass Chips		
Miscellaneous		
High Grade Spruce/Fir		Tons
Cordwood & Fuelwood	20	Cords

9. Species and Amount of Wood or Timber For Personal Use or Exempt. See exemptions on back of form.

Species	Amount:

10. By signing below, the Logger/Forester or person responsible for cutting hereby accepts responsibility for verifying the volumes of wood and timber to be reported by the owner, and certifies that they are familiar with RSA 227-J, the timber harvest laws.

Eric Grimshaw 2-9-25
 SIGNATURE OF PERSON RESPONSIBLE FOR CUT DATE

Eric Grimshaw
 PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

250 Richmond Rd
 MAILING ADDRESS

Troy NH 03465
 CITY OR TOWN STATE ZIPCODE

603 903 9600
 PHONE NUMBER E-MAIL ADDRESS

FOR MUNICIPAL ASSESSING OFFICIALS ONLY

- The Selectmen/Municipal Assessing Officials hereby certify that:
- All owners of record have signed the Intent;
 - The land is not under the Current Use Unproductive category;
 - The form is complete and accurate; and
 - Any timber tax bond required has been received.
\$ _____ Date: _____
 - The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10.
 - This form to be forwarded to DRA immediately after signing.

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE

2961



REQUEST FOR DISBURSEMENT
CLEAN WATER STATE REVOLVING FUND
 Water Division/Wastewater Engineering Bureau



LOAN RECIPIENT	LOAN DISBURSEMENT
Loan Recipient Name Town of Troy, NH Mailing Address Water & Sewer Department 151 Dort Street Troy, NH 03465 Loan Amount: \$ 765,000.00	CWSRF Project #: CS-330190-06 Disbursement Request #: 7 Type of Request Partial <input checked="" type="checkbox"/> Check Final <input type="checkbox"/> Check Period Covered by this Request From: 11/1/2024 To: 1/31/2025

CLASSIFICATION	TOTAL PROJECT COST	CWSRF ELIGIBLE COST	COST BILLED TO DATE	BILLING THIS PERIOD	NHDES USE ONLY
1) Administrative Expense	\$	\$	\$	\$	
2) Report Services	\$ 130,000.00	\$ 130,000.00	\$ 91,168.51	\$ 17,396.46	
3) Design Services	\$	\$	\$	\$	
4) Land & Easements	\$	\$	\$	\$	
5) Construction Services	\$	\$	\$	\$	
6) Construction	\$ 605,872.66	\$ 605,872.66	\$ 107,604.00	\$	
7) Equipment	\$	\$		\$	
8) Miscellaneous	\$ 29,127.34	\$ 29,127.34	\$ 29,127.34	\$ 5,317.34	
9) Total Cumulative to Date	\$ 765,000.00	\$ 765,000.00	\$ 227,899.85		
10) Less Disbursements Received			\$ 205,186.05		
11) Disbursement Requested			\$ 22,713.80	\$ 22,713.80	
12) Percent of Loan Disbursed			29.79%		

I certify to the best of my knowledge and belief that the project costs incurred as indicated above are in accordance with the provisions of New Hampshire Code of Administrative Rules Env-Wq 500 and the loan agreement for the project and that the disbursement requested represents the Clean Water State Revolving Fund share due that has not been previously requested and that an inspection has been performed and all work for which a disbursement is being requested has been performed satisfactorily.

LOAN RECIPIENT	REPRESENTATIVE CERTIFYING % COMPLETION (OPTIONAL)
Signature of Authorized Representative	Signature of Authorized Certifying Official
Printed Name and Title	Printed Name and Title
Jeremy Bourgeois MPA, Town Administrator	David J. Mercier, P.E. (NH, VT), Vice President
Date	Date 2/14/25

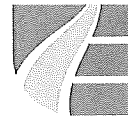
NHDES DISBURSEMENT APPROVAL: _____ Date: _____

Project Name: Wastewater Treatment Facility Evaluation
 ARPA/CWSRF #: CS-330190-06

INVOICE TRACKING SHEET: Engineering Costs

Disbursement Number	Invoice Date	Vendor Name	Invoice Number	Invoice Total	Contract Value	Report Services	Design Services	Construction Services	Total Requested
					Eligible Limit				
					\$130,000.00				
					\$130,000.00				
								\$611,190.00	
								\$611,190.00	
									\$741,190.00
									\$741,190.00
1	6/30/2023	Underwood Engineers	20230	\$5,024.79		\$5,024.79			\$5,024.79
1	7/31/2023	Underwood Engineers	20398	\$14,065.63		\$14,065.63			\$14,065.63
1	8/31/2023	Underwood Engineers	20503	\$5,324.26		\$5,324.26			\$5,324.26
1	9/30/2023	Underwood Engineers	20654	\$2,874.46		\$2,874.46			\$2,874.46
1	10/31/2023	Underwood Engineers	20848	\$4,466.17		\$4,466.17			\$4,466.17
1	11/30/2023	Underwood Engineers	20970	\$3,229.55		\$3,229.55			\$3,229.55
1	12/31/2023	Underwood Engineers	21186	\$546.90		\$546.90			\$546.90
1	1/31/2024	Underwood Engineers	21273	\$1,654.51		\$1,654.51			\$1,654.51
2	2/29/2024	Underwood Engineers	21416	\$4,217.01		\$4,217.01			\$4,217.01
2	3/31/2024	Underwood Engineers	21574	\$3,236.01		\$3,236.01			\$3,236.01
2	4/30/2024	Underwood Engineers	21717	\$2,208.48		\$2,208.48			\$2,208.48
2	5/31/2024	Underwood Engineers	21896	\$2,370.99		\$2,370.99			\$2,370.99
2	6/30/2024	Underwood Engineers	22043	\$2,066.75		\$2,066.75			\$2,066.75
3	7/31/2024	Underwood Engineers	22203	\$5,238.81		\$5,238.81			\$5,238.81
4	8/31/2024	Underwood Engineers	22399	\$5,926.63		\$5,926.63			\$5,926.63
5	9/30/2024	Underwood Engineers	22497	\$5,053.25		\$5,053.25			\$5,053.25
6	10/31/2024	Underwood Engineers	22630	\$6,267.85		\$6,267.85			\$6,267.85
7	11/31/2024	Underwood Engineers	22773	\$4,760.66		\$4,760.66			\$4,760.66
7	12/31/2024	Underwood Engineers	22949	\$6,289.61		\$6,289.61			\$6,289.61
7	1/31/2025	Underwood Engineers	23085	\$6,346.19		\$6,346.19			\$6,346.19
									\$0.00
									\$0.00
									\$0.00
					\$91,168.51	\$0.00	\$0.00	\$0.00	\$91,168.51

Invoice



Underwood Engineers

2961

Mike LeClerc
Town of Troy
Water & Sewer Department
151 Dort Street
PO Box 215
Troy, NH 03465-0215

Invoice No. 22773
Invoice Date: November 30,
2024

Current Invoice Amount: \$4,760.66

Services through 11/30/2024

Services: COPPER & NUTRIENT REDUCTION REPORT AND PILOTING ASSISTANCE

Professional engineering services to prepare a copper and nutrient reduction report, administer full scale piloting assistance, lagoon sludge removal assistance, funding assistance and prepare a sewer rate model.

Reference: Contract dated May 31, 2023.

Task 01 Copper & Nutrien Reduction Report and Piloting Assistance

Contract Value:	\$130,000.00
Previously Billed:	\$73,772.05
Current Billing:	\$4,760.66
Remaining Balance:	\$51,467.29

Professional Services

	<u>Hours</u>	<u>Charge</u>
Senior Project Manager	6.50	1,584.38
Project Manager	3.50	533.51
Project Engineer I	23.00	2,493.66
Clerical	.75	62.01
Professional Services Total		<u>\$4,673.56</u>

Reimbursables

	<u>Charge</u>
Mileage	87.10
Reimbursables Total	<u>\$87.10</u>

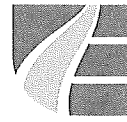
Task 01 Total \$4,760.66

Total Balance This Invoice \$4,760.66

Project Manager _____
Principal *DJM* _____

ph 603.436.6192
fx 603.431.4733
25 Vaughan Mall
Portsmouth, NH 03801
underwoodengineers.com

Invoice



Underwood
Engineers

2961

Mike LeClerc
Town of Troy
Water & Sewer Department
151 Dort Street
PO Box 215
Troy, NH 03465-0215

Invoice No. 22949
Invoice Date: December 31, 2024

Current Invoice Amount: \$6,289.61

Services through 12/31/2024

Services: COPPER & NUTRIENT REDUCTION REPORT AND PILOTING ASSISTANCE

Professional engineering services to prepare a copper and nutrient reduction report, administer full scale piloting assistance, lagoon sludge removal assistance, funding assistance and prepare a sewer rate model.

Reference: Contract dated May 31, 2023.

Task 01 Copper & Nutrien Reduction Report and Piloting Assistance

Contract Value:	\$130,000.00
Previously Billed:	\$78,532.71
Current Billing:	\$6,289.61
Remaining Balance:	\$45,177.68

Professional Services

	<u>Hours</u>	<u>Charge</u>
Senior Project Manager	6.00	1,462.50
Project Manager	1.25	190.54
Project Engineer I	39.00	4,228.38
Professional Services Total		<u>\$5,881.42</u>

Reimbursables

	<u>Charge</u>
Mileage	308.20
Supplies	99.99
Reimbursables Total	<u>\$408.19</u>

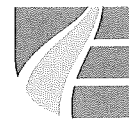
Task 01 Total \$6,289.61

Total Balance This Invoice \$6,289.61

Project Manager _____
Principal DMC

ph 603.436.6192
fx 603.431.4733
25 Vaughan Mall
Portsmouth, NH 03801
underwoodengineers.com

Invoice



Underwood Engineers

2961

Mike LeClerc
Town of Troy
Water & Sewer Department
151 Dort Street
PO Box 215
Troy, NH 03465-0215

Invoice No. 23085
Invoice Date: January 31, 2025

Current Invoice Amount: \$6,346.19

Services through 1/31/2025

Services: COPPER & NUTRIENT REDUCTION REPORT AND PILOTING ASSISTANCE

Professional engineering services to prepare a copper and nutrient reduction report, administer full scale piloting assistance, lagoon sludge removal assistance, funding assistance and prepare a sewer rate model.

Reference: Contract dated May 31, 2023.

Task 01 Copper & Nutrien Reduction Report and Piloting Assistance

Contract Value:	\$130,000.00
Previously Billed:	\$84,822.32
Current Billing:	\$6,346.19
Remaining Balance:	\$38,831.49

Professional Services

	<u>Hours</u>	<u>Charge</u>
Senior Project Manager	9.00	2,193.75
Project Manager	2.25	342.97
Project Engineer I	34.00	3,686.28
Clerical	.50	40.11
Professional Services Total		<u>\$6,263.11</u>

Reimbursables

	<u>Charge</u>
Mileage	83.08
Reimbursables Total	<u>\$83.08</u>

Task 01 Total \$6,346.19

Total Balance This Invoice \$6,346.19

Project Manager _____
Principal DSM

ph 603.436.6192
fx 603.431.4733
25 Vaughan Mall
Portsmouth, NH 03801
underwoodengineers.com



AAA Pump Service Inc
 93 Depot Rd
 Manchester, NH 03031

WORK ORDER:
WO-1122

INVOICE

Bill to: TOWN OF TROY WATER & SEWER
 PO BOX 215
 TROY, NH 03465

Attention: RHONDA SHEATS
 (603) 242-3890

Invoice Date: 01/10/2025
Customer PO #: 2-25
Service Location: 151 DORT STREET
 151 DORT STREET
 TROY, NH 03465

Work done description: SALE OF DRIVE ESTIMATE 27352 **VFD** JUSTIN (603)242-3890 REF PO 2-25 (35127)

Item	Description	Qty	Rate	Amount \$
WEG- CFW110058T4O55DS Z	WEG CFW1100 58T4O55DSZ CFW 1100 SERIES VFD WITH DISCONNECT SWITCH	1.00	5021.42	5021.42
			Sub Total:	5021.42
			Total Amount Due:	5021.42

For questions please call (603) 645-8610

~~Sewer Project Account~~

To be
 Reimbursed
 from CWSRF
 per WIS
 Commission

Record Electric LLC

603-355-7846

603-355-0442

29 Mackey Road

Troy, NH 03465

Invoice

Date	Invoice #
1/23/2025	4193

Bill To	Selectmen's Office JAN 27 2025 Town of Troy, NH
Town of Troy	
PO Box 249	
Troy, NH 03465	

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	Labor	285.00	285.00
	Materials	10.92	10.92
	Replace VFD for aerator pump @ Water Treatment Plant Troy, NH 03465.		
	2 - #6 1 hole lugs \$1.46		
	4 - Heavy duty 3/8 lag bolts \$9.46		
<i>To be reimbursed from CWSRF per WIS Commission</i>			
Total			\$295.92



Wastewater Engineering Bureau Disbursement Request Checklist

This checklist must be included with every disbursement request submitted to the New Hampshire Department of Environmental Services (NHDES). The preparer should review each item to ensure all appropriate requirements are included in the disbursement request package and initial each requirement in the appropriate column.

NHDES will review this checklist and the disbursement request package. Should any of the requirements be incomplete, the disbursement request will be deemed incomplete and returned. Should this occur, the preparer will receive an email from NHDES along with this checklist identifying the missing item(s). If your request is returned for completion, submit a new request package to NHDES – including a new request form with new signatures – once all requirements are met.

Request Form

Complete	Not applicable	Requirement	NHDES Check
com	NA	Using the most recent and appropriate request form: For CWSRF funds: <u>Loan Disbursement Request Form</u> For ARPA funds: <u>ARPA Disbursement Request Form</u> Other grants: Request form included with grant execution email; otherwise request from NHDES.	
com	NA	All fields have been completed/updated, including:	
com	NA	The “period covered by this request” section includes the appropriate month, day and year, and does not overlap the date range of any previous request.	
com	NA	The “less disbursements received” cell (row 10) has been updated to reflect total costs previously disbursed.	
com	NA	Form has been signed by the Authorized Representative, per the Designation of Authorities document in the loan application, or the most recent version if an updated document has been provided to NHDES.	
com	NA	Costs have been requested in accordance with executed contracts and/or other approval(s).	

Attachments

Complete	Not applicable	Requirement	NHDES Check
comf	NA	All applicable invoices and construction payment applications are included.	
comf	NA	An invoice summary table has been included that shows how the eligible costs from each invoice are being billed to each cost classification. <i>Note: a template is available from NHDES upon request.</i>	
comf		The requested amount to date for engineering costs does not exceed the CWSRF eligible limit as outlined in the NHDES-approved standard state contract(s) or any applicable amendments.	
	comf	Construction payment applications are signed and dated by the contractor and engineer.	
	comf	The <u>Davis-Bacon Related Acts (DBRA) Compliance Certification</u> has been included, and the date range of the current certification starts at the end of the previous certification date range.	
	comf	The <u>American Iron & Steel De Minimus Tracking Form</u> is included with each construction pay application and has been completed appropriately.	
	comf	The requested amount to date for construction does not exceed the CWSRF eligible limit as approved by NHDES in the Authorization to Award or any applicable change orders.	
	comf	The requested amount to date for construction includes all applicable retainage (will be held by the loan recipient in accordance with the construction contract).	
	comf	NHDES approval has been received (via letter or email) for all submitted equipment/miscellaneous costs, and that approval is included.	

Submittals

Complete	Not applicable	Requirement	NHDES Check
cml	NA	Subject line of submission email is formatted as follows: Disbursement #[X] – Loan/grant recipient, Loan/grant number, Project name.	
cml	NA	Email disbursement request package to CWSRFDisbursements@des.nh.gov .	

TOWN OF TROY, NH

Tax Abatement

1037

To the Collector of Taxes:

Sir: By vote of the Board of {Assessors/Selectmen} upon the application of the following:

Name/Parcel Owner: SOCIETY FOR PROTECTION OF NEW HAMPSHIRE FORESTS

Map/Lot: 003-001 Parcel Description/Location: OFFS/S JAFFREY RD

Mailing Address: 54 PORTSMOUTH ST CONCORD, NH 03301

We have abated the amount of \$ 71197.00 for the year 20 24

Cause of Abatement: EXEMPT

Per Order,

Assessors - Selectmen

Date: _____ 20 _____

White Copy - Tax Collector

Pink Copy - Selectmen

Yellow Copy - Owner

Town of Troy

16 Central Square

PO Box 249

Troy, NH 03465

Office Hours

M,W 9-6pm; Tues. 7:30-5:30pm; Thurs 9-7pm;

Fri 9-1pm or pay @ nhtaxkiosk.com

603-242-3845

Invoice Summary

Current Owner	Billed Owner
SOCIETY FOR PROTECTION OF NEW HAMPSHIRE FORESTS 54 PORTSMOUTH STREET CONCORD, NH 03301	SOCIETY FOR PROTECTION OF NEW HAMPSHIRE FORESTS 54 PORTSMOUTH STREET CONCORD, NH 03301

Invoice Number: 2024P02 013005	Bill Amount:	\$1,197.00
Invoice Type: Property Tax	Due Date:	01/15/2025
	Interest Rate:	8 %
Map Lot Sub: 000003 000001 000000	Per Diem:	0.2624
Location: OFF S/S JAFFREY RD,		
Book & Page:	Principal Due:	\$1,197.00
	*Interest Due:	\$8.92
	Penalties Due:	\$0.00
	*Total Amount Due:	\$1,205.92

Exemptions & Credits	Assessments	Taxable Districts
\$0	Land:	\$64,400
\$0	Current Use:	No
\$0	Building:	\$0
\$0	Assessment:	\$64,400
Exempts: \$0	Net Assmnt:	\$64,400
	Acres:	92

Transaction Activity

There Have Been No Transactions On This Invoice

TOWN OF TROY, NH

Tax Abatement

1036

To the Collector of Taxes:

Sir: By vote of the Board of {Assessors/Selectmen} upon the application of the following:

Name/Parcel Owner: SOCIETY FOR PROTECTION OF NEW HAMPSHIRE FORESTS

Map/Lot: 006-0015 Parcel Description/Location: GAP MOUNTAIN Rd

Mailing Address: 54 PORTSMOUTH ST. Concord, NH 03301

We have abated the amount of \$ 260- for the year 20 24

Cause of Abatement: EXEMPT

Per Order,

Assessors - Selectmen

Date: _____ 20 _____

White Copy - Tax Collector

Pink Copy - Selectmen

Yellow Copy - Owner

Town of Troy

16 Central Square

PO Box 249

Troy, NH 03465

Office Hours

M,W 9-6pm; Tues. 7:30-5:30pm; Thurs 9-7pm;

Fri 9-1pm or pay @ nhtaxkiosk.com

603-242-3845

Invoice Summary

Current Owner	Billed Owner
SOCIETY FOR PROTECTION OF NEW HAMPSHIRE FORESTS 54 PORTSMOUTH STREET CONCORD, NH 03301	SOCIETY FOR PROTECTION OF NEW HAMPSHIRE FORESTS 54 PORTSMOUTH STREET CONCORD, NH 03301

Invoice Number: 2024P02 013207	Bill Amount:	\$260.00
Invoice Type: Property Tax	Due Date:	01/15/2025
	Interest Rate:	8 %
Map Lot Sub: 000006 000015 000000	Per Diem:	0.0570
Location: GAP MOUNTAIN RD		
Book & Page:	Principal Due:	\$260.00
	*Interest Due:	\$1.94
	Penalties Due:	\$0.00
	*Total Amount Due:	\$261.94

Exemptions & Credits	Assessments	Taxable Districts
\$0	Land:	\$14,000
\$0	Current Use:	No
\$0	Building:	\$0
\$0	Assessment:	\$14,000
Exempts: \$0	Net Assmnt:	\$14,000
	Acres:	20

Transaction Activity

There Have Been No Transactions On This Invoice

Town of Troy

16 Central Square

PO Box 249

Troy, NH 03465

Office Hours

M,W 9-6pm; Tues. 7:30-5:30pm; Thurs 9-7pm;

Fri 9-1pm or pay @ nhtaxkiosk.com

603-242-3845

Invoice Summary

Current Owner	Billed Owner
SOCIETY FOR PROTECTION OF NEW HAMPSHIRE FORESTS 54 PORTSMOUTH STREET CONCORD, NH 03301	SOCIETY FOR PROTECTION OF NEW HAMPSHIRE FORESTS 54 PORTSMOUTH STREET CONCORD, NH 03301

Invoice Number: 2024P02 013207	Bill Amount:	\$260.00
Invoice Type: Property Tax	Due Date:	01/15/2025
	Interest Rate:	8 %
Map Lot Sub: 000006 000015 000000	Per Diem:	0.0570
Location: GAP MOUNTAIN RD		
Book & Page:	Principal Due:	\$260.00
	*Interest Due:	\$1.94
	Penalties Due:	\$0.00
	*Total Amount Due:	\$261.94

Exemptions & Credits	Assessments	Taxable Districts
\$0	Land:	\$14,000
\$0	Current Use:	No
\$0	Building:	\$0
\$0	Assessment:	\$14,000
Exempts: \$0	Net Assmnt:	\$14,000
	Acres:	20

Transaction Activity

There Have Been No Transactions On This Invoice

Town of Troy

16 Central Square

PO Box 249

Troy, NH 03465

Office Hours

M,W 9-6pm; Tues. 7:30-5:30pm; Thurs 9-7pm;

Fri 9-1pm or pay @ nhtaxkiosk.com

603-242-3845

**SOCIETY FOR PROTECTION OF
NEW HAMPSHIRE FORESTS
54 PORTSMOUTH STREET
CONCORD, NH 03301**

**OFFICE OF THE TAX COLLECTOR
NOTICE OF DELINQUENT TAXES**

Wednesday, February 19, 2025

All past due taxes and liens are listed below. For each, the tax and interest as of 03/24/2025 are listed. **To avoid the initiation of the Tax Lien Process and associated additional expenses, you should pay the total amount due (tax and interest) on or before 03/24/2025 by 6 PM for all levies listed not already liened.** Levies with "L" after the year were previously liened.

Please contact us for the revised amount due if payment is made before or after 03/24/2025. Payments made after 03/10/2025 should be by certified check, money order, or cash to ensure the avoidance of additional charges.

This notice is based on tax records as of 02/19/2025. Please notify us as soon as possible if you believe the information is not correct. Your cooperation is appreciated.

Levy Year	Property Location	Map Lot Sub	Tax Amount	Int Rate	Int/Pen	*Total Due
2024P02	OFF S/S JAFFREY RD,	000003 000001 000000	\$ 1,197.00	8%	\$ 17.84	\$ 1,214.84
2024P02	GAP MOUNTAIN RD	000006 000015 000000	\$ 260.00	8%	\$ 3.88	\$ 263.88
			\$ 1,457.00		\$ 21.72	\$ 1,478.72

<u>LEVY YEAR TAX TYPE INFORMATION</u>		
B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water

(*Total Due Amounts as of 03/24/2025)

Total Per Diem: \$ 0.3194



Collector of Taxes
Christina Howells

**TAX COLLECTOR'S PROPERTY TAX SUPPLEMENT WARRANT
STATE OF NEW HAMPSHIRE**

Cheshire ss.

TO: Christina R. Howells, Collector of Taxes for Troy, New Hampshire in said county.

In the name of the State you are hereby directed to collect the property taxes committed to you, amounting to the sum of Five Thousand Seven Hundred and Five Dollars (\$5705.00) and with interest at eight (8%) percent per annum on all sums not paid thirty (30) days after the bills are mailed.

And we further order you to remit all monies collected to the Town Treasurer, or to the Town Treasurer's designee as provided by RSA 41:29, VI, at least on a weekly basis, or daily whenever tax receipts total One Thousand Five Hundred Dollars (\$1,500.00) or more.

Given under our hands at Troy, New Hampshire, this Twentieth day of February in 2025.

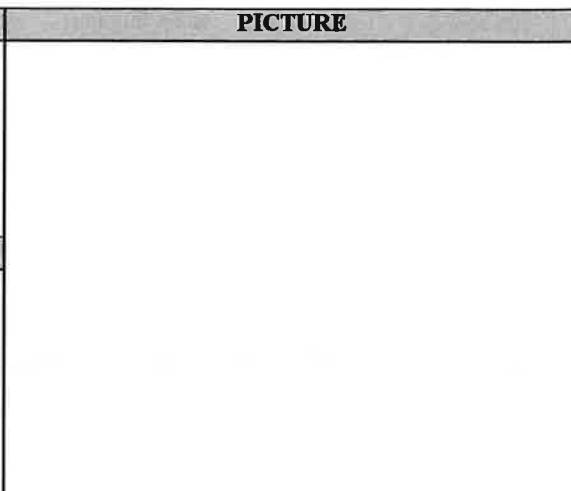
TJ Chasse, Chair

Richard H. Thackston

Curtis Hopkins

Board Of Selectmen
Troy, New Hampshire

Owner	PID & Location	Amount
IMMACULATE CONCEPTION CHURCH	000018-000157-000003	\$5705.00
ROMAN CATHOLIC BISHOP OF MANCHESTER 153 ASH ST MANCHESTER, NH. 03105	33 SCHOOL ST	
Reason: NOT TAX EXEMPT		

OWNER INFORMATION	SALES HISTORY	PICTURE												
IMMACULATE CONCEPTION CHURCH ROMAN CATH BISHOP OF MANCHESTR 153 ASH ST MANCHESTER, NH 03105	<table border="1"> <thead> <tr> <th>Date</th> <th>Book</th> <th>Page</th> <th>Type</th> <th>Price</th> <th>Grantor</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Date	Book	Page	Type	Price	Grantor							
Date	Book	Page	Type	Price	Grantor									
LISTING HISTORY	NOTES													
08/22/23 DS00 05/15/23 DS65 08/08/18 KR14 07/31/13 JG02 06/16/09 RK14 10/22/98 BH11 10/16/89 CO11	WHITE LOT LINE ADJUSTMENT OF TAX MAP 18 LOTS 156 & 157 DATED 06/30/2004 5/23-REMOVE EXEMPT STATUS PER TOWN, NO LONGER AN OPERATING CHURCH													

EXTRA FEATURES VALUATION							MUNICIPAL SOFTWARE BY AVITAR			
Feature Type	Units	Lngth	x Width	Size Adj	Rate	Cond	Market Value	Notes	TROY ASSESSING OFFICE	
							PARCEL TOTAL TAXABLE VALUE			
		Year	Building	Features			Land			
		2023	\$ 259,000	\$ 0			\$ 48,000	Parcel Total: \$ 307,000		
		2024	\$ 258,900	\$ 0			\$ 48,000	Parcel Total: \$ 306,900		
		2025	\$ 258,900	\$ 0			\$ 48,000	Parcel Total: \$ 306,900		
							Religious Exemption: \$ 306,900			
LAND VALUATION							LAST REVALUATION: 2023			

Zone: VILLAGE		Minimum Acreage: 0.50		Minimum Frontage: 100		Site: AVERAGE				Driveway:		Road: PAVED		
Land Type	Units	Base Rate	NC	Adj	Site	Road	DWay	Topography	Cond	Ad Valorem	SPI	R	Tax Value	Notes
COM/IND	0.470 ac	48,000	E	100	100	100	100		100	48,000	0	N	48,000	
	0.470 ac									48,000			48,000	



State of New Hampshire
 DEPARTMENT OF NATURAL & CULTURAL RESOURCES
 DIVISION OF FORESTS & LANDS



172 Pembroke Road Concord, New Hampshire 03301
 Phone: 603-271-2214 Fax: 603-271-6488
 TDD Access: Relay NH 1-800-735-2964
 nhdf.l.dncr.nh.gov

To: Town Selectmen and Wardens
 CC: Forest Rangers
 From: Steven Sherman, Chief, NH Forest Protection Bureau
 Subject: **2026 Forest Fire Warden/Deputy Reappointment Forms**

Enclosed please find the forms to recommend your Town Forest Fire Warden, Deputy Wardens and Issuing Agents for reappointment to their respective positions.

Please notice under the reappoint column you need to only write NO if you are removing an individual. There is also a new column for Wardens to certify that individuals have participated in training in the last 3 years. Please check the box if the individual has taken wildland fire training (including law updates) locally or at a Forest Protection Bureau training.

For the appointment of a new Warden, Deputy Warden or Issuing Agent, please attach the appropriate completed forms, which are located in the Warden’s Manual, or available on our website at <https://www.nh.gov/nhdf.l/community/fire-warden-information/warden-forms-and-information.htm>

If your town has Federal Excess Personal Property (FEPP) thru the Division of Forests and Lands, enclosed is your renewal agreement. Please sign and return with your appointment paperwork. If you have any questions or concerns regarding the reappointment of these individuals, please contact your Forest Ranger through the Concord Office at 603-271-2214.

Once you have completed the attached form and any new appointment forms, please have the Board of Selectmen sign and return to us the documentation confirming their support of the Warden’s recommendations.

**All Documents must be signed by the Warden and Selectmen and returned to the Division
 No Later Than June 1st, 2025.**
The documents may be mailed to:
NH Division of Forests and Lands
Forest Protection Bureau
172 Pembroke RD
Concord NH 03301

Thank you for your ongoing support and partnership with our agency to prevent, detect and suppress wildfires in your community. If you have questions, or we can assist you in anyway, please do not hesitate to contact us.

Enc: Reappointment Forms

STATE OF NEW HAMPSHIRE
Department of Natural and Cultural Resources
Division of Forests and Lands
FOREST PROTECTION BUREAU

District: 23

Town: Troy

Forest Fire Warden: Mark Huntoon

THE FOREST FIRE WARDEN'S JOB

The Forest Fire Warden is the representative of the State Forester and appointed by the State Forester. The Warden performs the duties as authorized by RSA 227:L. The Warden shall become familiar with the State laws, rules and regulations relating to the job. The main duties of the Warden are:

1. **Fire Prevention:**

- A. Require permits for all outdoor burning when the ground is not covered with snow. Wardens have the responsibility for issuing fire permits within their jurisdiction.
- B. Enforcing forest fire laws and following up on all known violations with such action as will prevent recurrence.
- C. Keeping the public informed by posting fire law and fire prevention posters in public places; by direct contact with people, by making known to the public, the imposition of a woods closure.
- D. Informing Forest Ranger of active timber sales, slash law violations and potential fire situations.

2. **Fire Preparedness:**

- A. Attending official training sessions; keeping informed of responsibilities.
- B. Preplanning forest fire hazards; preparing a current town forest fire plan utilizing knowledge of Deputy Fire Wardens.
- C. Determine tool and equipment requirements; enlisting the cooperation of the Selectmen in securing them. Tools and equipment shall be properly stored and always ready.

3. **Fire Suppression:**

- A. Suppressing forest fires is the Warden's primary responsibility. The Warden is expected to use the authority provided to accomplish this end. The Warden shall consult with and work in unified command with the Forest Ranger.

STATE OF NEW HAMPSHIRE
Department of Natural and Cultural Resources
Division of Forests and Lands
FOREST PROTECTION BUREAU

4. **Reports and Bills:**

- A. The Warden shall prepare a full and accurate fire report and send it to the district Forest Ranger within 48 hours of a fire. Special effort should be made to determine the actual cause and responsible party.
- B. Prompt payment of firefighters is essential. An accurate record of personnel and hours of work on each fire shall be maintained, promptly submitting bills and receipts, on proper forms, to the Selectmen and the Forest Ranger as set forth by RSA 227-L:22.
- C. The Warden shall submit, to the Selectmen, twice a year, a bill for services rendered other than services on fires.

General comments:

DISCLAIMER STATEMENT: Signature indicates that the Job description has been read and discussed with me.

Signatures:

Forest Fire Warden

Date

Forest Ranger

Date

Reviewed by HQ: _____



Forest Fire Warden Approval

Date

DISCLAIMER STATEMENT: Warden Signature indicates that the Job description has been read and discussed with me.

Forest Ranger Approval

Date

The Selectmen/Mayor/Town/City Manager recommends the above named persons:

Chairman, Mayor, Town/City Manager

Date

Selectman

Date

Selectman

Date

Director

Date

Mail Documents back to:

Forests and Lands

172 Pembroke Rd

Concord NH 03301

RSA 227-L:7 Forest Fire Warden Appointment

- I. The selectmen of towns and the mayors of cities shall, and other citizens may, recommend to the director the names of such persons as may in their estimation be fit to fill the offices of forest fire warden and deputy forest fire warden in their respective towns and cities.
- II. After investigation the director shall appoint from the persons so recommended no more than once competent person in each town or city to be the forest fire warden for the town or city, and such deputy forest fire wardens as the director deems necessary. In such towns or cities where the fire chief is not the appointed town or city forest fire warden, the fire chief shall be appointed as a deputy forest fire warden. The director may appoint a forest fire warden or deputy forest fire warden for 2 or more towns or parts of towns.

2026 Reappointment

District: 23

Location Troy

Title	LName	FName	Addr	City	Can Issue Permit	Can issue Notice	Home#	Bus#	Email	Check box if Participated in Training per Res 5605	Write NO below if individual will not be reappointed
Deputy Warden	Crowell	Robert S	24 Gross St	Keene	Yes	Yes	603-352-3853	603-357-9861	mcafdc1@aol.com	<input checked="" type="checkbox"/>	
Deputy Warden	Huntoon	Nicholas	197 South Main St	Troy	Yes	Yes	603-499-3638		Nhuntoon343@gmail.com	<input checked="" type="checkbox"/>	
Deputy Warden	Huntoon	Ryan P	197 S. Main St.	Troy	Y	Y			RyanHuntoon12345@yahoo.com	<input checked="" type="checkbox"/>	
Deputy Warden	Meador	Scott	10 Nelson St	Troy	yes	yes	603-242-3494	603-340-4459	scooter_34_1@yahoo.com	<input checked="" type="checkbox"/>	
Warden	Huntoon	Mark	197 S. Main St	Troy	yes	yes		603-242-7759	markhuntoon34@yahoo.com	<input checked="" type="checkbox"/>	

TROY BOARD OF SELECTMEN MEETING
TUESDAY, FEBRUARY 11, 2025, 5:00 P.M.
SAMUEL E. PAUL COMMUNITY CENTER

1 **Selectmen present:** Chairman Chasse, Selectman Hopkins, Selectman Thackston

2
3 **Also present:** Town Administrator Jeremy Bourgeois, Road Agent John Coons, Lisa Bagster,
4 Courtney Davis, Mike Leclerc, Eric Farris, Kim Chaffee, Bill Chaffee, Richie HKS Thackston,
5 Deborah Wilson, Jamie Hummel, Steve Obert, Ben Drugg, Adam Hopkins, Alan Purrington,
6 Matt Meacham, Mark Huntoon, Ryan Huntoon, Kyle Smith, Dave Ellis, Scott Wheeler, Herb
7 Drugg

8
9 **Chairman Chasse called the meeting to order at 5:05 p.m. The first portion of the meeting**
10 **was a joint meeting with the Budget Committee to make any adjustments prior to the 2025**
11 **budget public hearing.**

12
13 **HIGHWAY DEPARTMENT 2025 BUDGET- REVISED TOTAL:**

14 **MOTION** to approve the 2025 highway department budget as revised in the amount of
15 \$476,655, Selectman Hopkins, **SECOND** Selectman Thackston. **VOTES: 3-0-0.**

16
17 **LIBRARY DEPARTMENT 2025 BUDGET- REVISED TOTAL:**

18 **MOTION** to approve the 2025 library department budget as revised in the amount of \$176,325,
19 Selectman Hopkins, **SECOND** Selectman Thackston. **VOTES: 3-0-0.**

20
21 **ELECTIONS 2025 BUDGET- REVISED TOTAL:**

22 The Town Clerk would like to request that \$880 is added to line #4140-102 to cover wages that
23 were submitted later than expected. The new total will be \$5,446.

24
25 **TOWN CLERK/TAX COLLECTOR 2025 BUDGET- REVISED TOTAL:**

26 The Town Clerk would like to request that \$600 is added to line #4132-243 to cover ballot
27 configuration costs that the Town is required to cover. The new total will be \$170,558.

28
29 **MOTION** to approve the 2025 elections and town clerk/tax collector budgets as revised in the
30 amounts of \$5,446 and \$170,558, Selectman Hopkins, **SECOND** Selectman Thackston.
31 **VOTES: 3-0-0.**

32
33 **CAPITAL RESERVE FUNDS & EXPENDABLE TRUST FUNDS:**

34 It was noted that the CIP committee put in the work to research the Town's current equipment to
35 get a better idea of what adequate funding for replacement would look like. It was acknowledged
36 that at some point the Town will have to look at seriously increasing some of the funding levels.
37 Given how late it was in the budget process, Budget Committee Chair Drugg proposed level
38 funding for this year and looking closer at it earlier on in next year's process. It was proposed to
39 increase the current levels of funding by 10% to account for some inflation and increased costs.

40
41 **MOTION** to increase the recommended funding amounts for Expendable Trust Funds to
42 \$48,400 and Capital Reserve Funds to \$154,000, Selectman Thackston, **SECOND** by Selectman
43 Hopkins. **VOTES: 3-0-0.**

44
45 **HIGHWAY EXCAVATOR WARRANT ARTICLE:**

46 The Board reviewed the Road Agent's proposed warrant article for \$175,000. The Budget
47 Committee had previously voted not to recommend it in that high of an amount. It was discussed

48 that the Road Agent may want to come prepared to Town Meeting to propose a lower amount
49 and be ready to defend the need for it.

50
51 **MOTION** to recommend the highway department excavator warrant article in the amount of
52 \$175,000, Selectman Thackston, **SECOND** Selectman Hopkins. **VOTES: 3-0-0.**

53
54 **GAP MOUNTAIN & WEST HILL ROAD:**

55 While reviewing the draft warrant, the road swap warrant article was brought up. Administrator
56 Bourgeois noted that he put it in as a place holder for now since the actual language hadn't been
57 drafted or finalized yet. Selectman Thackston noted that this article intends to switch about 1,400
58 feet of Gap Mountain Road from Class V to Class VI road. 1,400 feet of West Hill Road would
59 be switched to Class V from Class VI in return. This would leave the Town at the same mileage
60 of roads, allow for a house to be built on West Hill Road past Monadnock Berries, and give the
61 owner at the end of Gap Mountain Road their driveway as a private road.

62
63 **PETITIONED WARRANT ARTICLE- BUILDING ON CLASS VI HIGHWAYS:**

64 The Board discussed giving an opinion on the two petitioned warrant articles. They decided not
65 to address the Water & Sewer Commission article but would offer a recommendation on the
66 Class VI building permits article.

67
68 **MOTION** to not recommend the petitioned warrant article regarding building on Class VI
69 highways, Selectman Thackston, **SECOND** Selectman Hopkins. **VOTES: 3-0-0.**

70
71 The joint meeting between the Board of Selectmen and the Budget Committee was recessed at
72 5:46 p.m. The Selectmen continued their regular meeting.

73
74 **BOARD MEMBER COMMENTS:**

75 No comments at this time.

76
77 **SOLAR PERMIT- MAP 18, LOT 145:**

78 **MOTION** to approve building permit #2025-04 for solar on Map 18, Lot 145, Selectman
79 Hopkins, **SECOND** Selectman Thackston. **VOTES: 3-0-0.**

80
81 **BUILDING PERMIT EXTENSION- MAP 13, LOT 32A**

82 **MOTION** to approve the building permit extension request for permit #2022-41 for Map 13, Lot
83 32A for one year, Selectman Thackston, **SECOND** Selectman Hopkins. **VOTES: 3-0-0.**

84
85 **DRIVEWAY PERMIT- MAP 29, LOT 1-1:**

86 **MOTION** to approve the driveway permit for Map 29, Lot 1-1, Selectman Thackston,
87 **SECOND** Selectman Hopkins. **VOTES: 3-0-0.**

88
89 **EQUALIZATION FORM- DRA:**

90 The Board reviewed the 2024 equalization form required annually by the Department of
91 Revenue Administration provided by the Assessor.

92
93 **MOTION** to approve the 2024 equalization form as submitted, Selectman Hopkins, **SECOND**
94 Selectman Thackston. **VOTES: 3-0-0.**

95 **SUPPLEMENTAL TAX WARRANT- MAP 18, LOT 3:**
96 **MOTION** to approve the supplemental tax warrant for Map 18, Lot 3 in the amount of \$5,845 as
97 submitted, Selectman Thackston, **SECOND** Selectman Hopkins. **VOTES: 3-0-0.**
98

99 **TAX ABATEMENT REQUEST- MAP 13, LOT 87:**

100 The Board reviewed an abatement request submitted by a resident. The Assessor recently visited
101 the property and agreed that an assessment adjustment was justified and that an abatement could
102 be granted.
103

104 **MOTION** to approve the tax abatement request received for Map 13, Lot 87, Selectman
105 Thackston, **SECOND** Selectman Hopkins. **VOTES: 3-0-0.**
106

107 **TAX ABATEMENT APPLICATION- W/S PROPERTY IN JAFFREY:**

108 The Board reviewed an abatement request drafted by the Assessor for the water and sewer
109 property in Jaffrey, Map 203, Lot 10.
110

111 **MOTION** to approve the tax abatement application for the Town property in Jaffrey as
112 submitted by the Assessor, Selectman Thackston, **SECOND** Selectman Hopkins. **VOTES: 3-0-**
113 **0.**
114

115 **TOWN CLERK/TAX COLLECTOR- 2024 BUDGET REQUEST, RECORDS ROOM:**

116 The Board discussed a request from the Town Clerk/Tax Collector to charge some of the 2024
117 costs of Town Hall records room to account #4194 in order to bring the department total under
118 the budgeted amount. The Board agreed that an invoice for \$2,224.62 could be moved from
119 account #4132 and charged to account #4194.
120

121 **MOTION** to reallocate a \$2,224.62 charge from within the 2024 budget for the Town's Record
122 Room from account #4132 to account #4194, Selectman Hopkins, **SECOND** Selectman
123 Thackston. **VOTES: 3-0-0.**
124

125 **CONSENT AGENDA**

126 **MANIFEST:**

127 **MOTION** to approve accounts payable and payroll payments for the following dates and
128 amounts:
129

130 Payroll:

- 131 • 12/31/24: \$13.51
- 132 • 1/27/25: \$19,310.91
- 133 • 2/3/25: \$23,738.38
- 134 • 2/10/25: \$20,921.65

135 Accounts payable:

- 136 • 12/31/24: \$19,298.33
- 137 • 12/31/24: \$44,315.39
- 138 • 1/17/25: \$200
- 139 • 1/23/25: \$88,610.09

- 140 • 1/27/25: \$200
- 141 • 1/30/25: \$8,639.48
- 142 • 2/3/25: \$200
- 143 • 2/5/25: \$9,772.13
- 144 • 2/5/25: \$1,563.29
- 145 • 2/10/25: \$542.38

146 Selectman Thackston, **SECOND** by Selectman Hopkins. **VOTES: 3-0-0.**

147 **MINUTES:**

148 **MOTION** to approve the January 16, 2025 public meeting minutes as submitted, Selectman
149 Thackston, **SECOND** by Selectman Hopkins. **VOTES: 3-0-0.**

150
151 **MOTION** to approve the January 16, 2025 nonpublic meeting minutes as submitted, Selectman
152 Thackston, **SECOND** by Selectman Hopkins. **VOTES: 3-0-0.**

153
154 Regular Board of Selectmen’s meeting recessed at 6:00 p.m. in order to hold the 2025 budget
155 public hearing. The Selectmen returned to their joint meeting with the Budget Committee at 7:36
156 p.m. It was noted that the new ambulance department total was \$236,638 after the adjustments
157 were made.

158
159 There was some additional discussion about how low the Road Agent could reduce the excavator
160 warrant article to. He thought \$140,000 could be feasible but not much lower than that. The
161 article will remain as it is.

162
163 Budget Committee Chairman Ben Drugg and Selectman Thackston concurred about how high
164 the annual costs of health insurance are. It was noted that the Town should take a closer look and
165 spend some time on this for the 2026 budget process.

166
167 The joint meeting was adjourned at 7:48 p.m. The Selectmen resumed their regular business
168 meeting at 7:52 p.m.

169
170 Mike Leclerc asked the Board to consider adopting a social media policy due to the recent
171 comments on the Town’s YouTube channel and other pages. The Board stated that they
172 understood his frustration but wasn’t sure there was an easy remedy to the situation. Selectman
173 Thackston noted that the Board may want to look at this more closely at a future meeting.

174
175 **NON-PUBLIC SESSION 91-A:3, II (A) & (B):**

176 **MOTION** to enter into non-public session under RSA 91-A:3, II (A) & (B), Selectman
177 Thackston, **SECOND** by Selectman Hopkins. **Roll Call Vote: Chasse, Yes; Hopkins, Yes;**
178 **Thackston, Yes.**

179
180 The Board entered non-public session at 8:13 p.m. John Coons joined the Board. He left the
181 meeting at 8:46 p.m.

182

183 **MOTION** to exit non-public session under RSA 91-A:3, II (A) & (B), Selectman Thackston,
184 **SECOND** by Selectman Hopkins. **Roll Call Vote: Chasse, Yes; Hopkins, Yes; Thackston,**
185 **Yes.**

186
187 The Board of Selectmen exited the Non-Public Session at 9:05 p.m.

188 **Next Meeting:** Thursday, February 20, 2025 at 5:00 p.m.

189
190 **MOTION** to adjourn the meeting, Selectman Hopkins, **SECOND** by Selectman Thackston.
191 **VOTES: 3-0-0.**

192
193 The Board of Selectmen meeting adjourned at 9:06 p.m.

194
195
196 **TROY SELECT BOARD:**

197
198
199
200 _____ TJ Chasse, Chairman
201 Jeremy Bourgeois, Town Administrator

202
203 _____ Richard H. Thackston, III
204 Curtis Hopkins

TROY BOARD OF SELECTMEN NONPUBLIC MEETING
TUESDAY, FEBRUARY 11, 2025, 5:00 P.M.
SAMUEL E. PAUL COMMUNITY CENTER

1 **Selectmen present:** Chairman Chasse, Selectman Hopkins, Selectman Thackston

2
3 **Also present:** Town Administrator Jeremy Bourgeois, Road Agent John Coons

4
5 **Chairman Chasse called the meeting to order at 5:05 p.m. The first portion of the meeting**
6 **was a joint meeting with the Budget Committee to make any adjustments prior to the 2025**
7 **budget public hearing.**

8
9 **NON-PUBLIC SESSION 91-A:3, II (A) & (B):**

10 **MOTION** to enter into non-public session under RSA 91-A:3, II (A) & (B), Selectman
11 Thackston, **SECOND** by Selectman Hopkins. **Roll Call Vote: Chasse, Yes; Hopkins, Yes;**
12 **Thackston, Yes.**

13
14 The Board entered non-public session at 8:13 p.m. John Coons joined the Board.

15
16 Selectman Thackston proposed that the Transfer Station be moved under the Town
17 Administrator's supervision and out from under the Road Agent. The Town Administrator
18 proposed taking on the Transfer Station in exchange for finding someone to take on the Welfare
19 Management duties. The Board asked Administrator Bourgeois to inquire about contracting that
20 out as a service with Town Counsel and to proceed with posting if there aren't any issues with
21 that approach.

22
23 John left the meeting at 8:46 p.m.

24
25 The Town Administrator inquired about where to make payments to New Hampshire
26 Employment Security out of. It was agreed that those could be taken out of the Selectmen's
27 office budget, #4130.

28
29 There was a discussion about the Recreation Director's wages and the possibility of making it
30 salaried, which was determined to be unfeasible for the Town. It was determined that last year's
31 budget probably accounted for a full 12 months of an increased wage, when it should have been
32 prorated to start April 1st. The Town Administrator will provide the Recreation Director with a
33 self-evaluation form to begin the performance evaluation process.

34
35 **MOTION** to exit non-public session under RSA 91-A:3, II (A) & (B), Selectman Thackston,
36 **SECOND** by Selectman Hopkins. **Roll Call Vote: Chasse, Yes; Hopkins, Yes; Thackston,**
37 **Yes.**

38
39 The Board of Selectmen exited the Non-Public Session at 9:05 p.m.

40
41 **Next Meeting:** Thursday, February 20, 2025 at 5:00 p.m.

42
43 **MOTION** to adjourn the meeting, Selectman Hopkins, **SECOND** by Selectman Thackston.
44 **VOTES: 3-0-0.**

45
46 The Board of Selectmen meeting adjourned at 9:06 p.m.

47 **TROY SELECT BOARD:**

48

49

50

51 _____
Jeremy Bourgeois, Town Administrator

52

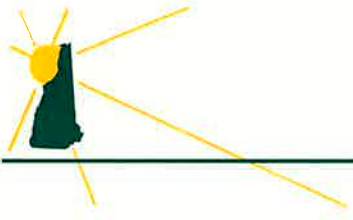
53

54

55 _____
Curtis Hopkins

TJ Chasse, Chairman

Richard H. Thackston, III



Avitar Associates of New England, Inc.

A Municipal Services Company

Selectmen's Office

February 12, 2025

FEB 18 2025

Town of Troy
Jeremy Bourgeois
Board of Selectmen
PO Box 249
Troy, NH 03465

Town of Troy, NH

Re: Land Use Change Tax Recommendations – Map 19 Lot 31, Map 6 Lot 3, Map 6 Lot 5, Map 7 Lot 15 Sublot 1, Map 19 Lot 21 Sublot G, Map 19 Lot 21 Sublot H, Map 21 Lot 1 Sublot B, Map 21 Lot 2, Map 22 Lot 3, Map 23 Lot 7 Sublot A, Map 24 Lot 6 Sublot B, Map 29 Lot 1 Sublot 2 & Map 31 Lot 9

Dear Jeremy & Board Members:

Below are my recommendations for all outstanding Land Use Change Taxes (LUCT's). The above-mentioned LUCT's include those from before Avitar was contracted to be your assessor. During my day-to-day assessing work, I discovered that there may be outstanding LUCT's that still need to be billed. I researched for these parcels to the best of my abilities with the data on file. I then requested the Tax Collector to verify a LUCT was not previously issued. Please keep in mind that the property owners may decide to file an abatement, especially with the ones prior to our contract. If they do choose to file an abatement, I will research and request additional information as needed. For each release, a form A-5, *Municipality Land Use Change Tax Bill*, will need to be completed and recorded at the county registry of deeds.

Map 19 Lot 31

This parcel is comprised of 9.02 acres and improved with a commercial building. In March of 2023, the parcel acquired 5 acres that were listed in current use through a lot line adjustment. It appears the acreage was removed from current use at that time however the LUCT was not billed. Unfortunately, due to the amount of time that has passed, the town has missed the window to bill and the LUCT release should be processed with a \$0.00 amount due.

The following sales were reviewed while determining my opinion of fair market value for the residential parcels noted below:

<u>Sale</u>	<u>Map & Lot</u>	<u>Acreage</u>	<u>Sale Date</u>	<u>Sale Price</u>	<u>Note</u>
1.	18-33	1.47	07/29/24	\$50,000	
2.	29-01-2	2.00	01/31/25	\$85,000	
3.	27-16	3.00	08/15/24	\$65,000	
4.	28-02-B	25.50	06/12/23	\$200,000	

Map 6 Lot 3

This parcel is improved with a camp and is comprised of 27.00 acres with all, but 2 acres enrolled in current use. The construction on the camp appears to have begun in 2020, and the acreage appears to have been removed from current use in May of 2023 however the LUCT was not billed. Unfortunately, due to the amount of time that has passed, the town has missed the window to bill and the LUCT release should be processed with a \$0.00 amount due.

Map 6 Lot 5

This parcel is improved with multiple outbuildings and is comprised of 25.00 acres with all, but 2 acres enrolled in current use. The outbuildings appear to have been assessed for tax year 2023 and it appears the discovery date is that of August 4, 2023, however, the LUCT was not billed. Unfortunately, due to the amount of time that has passed, the town has missed the window to bill and the LUCT release should be processed with a \$0.00 amount due.

Map 7 Lot 15 Sublot 1

This parcel is comprised of 2.01 acres with all acreage enrolled in current use for tax year 2023. In April of 2024, it was discovered that an estimated 1.00 acre was disturbed. The 1 acre was removed for tax year 2024. The owner possessed contiguous acreage, and 1.01 acres remained in current use. However, the parcel transferred between known parties in December of 2024. Due to the transfer, there is no longer contiguous acreage to meet the minimum acreage requirements. As such, all acreage will be removed from current use and a LUCT issued on the entire parcel. In reviewing the sales above and adjusting for size, location, topography, etc., my opinion of market value is recommended at \$76,000. The LUCT should be issued in the amount of \$7,600 (\$76,000 x 10%) and the date of change should be noted as December 4, 2024, which is the date of the sale.

Map 19 Lot 21 Sublot G

This parcel is improved with a ranch style dwelling and is comprised of 2.35 acres. All the acreage was removed from current use in May 2023. In research, the LUCT was not billed. Unfortunately, due to the amount of time that has passed, the town has missed the window to bill and the LUCT release should be processed with a \$0.00 amount due.

Map 19 Lot 21 Sublot H

This parcel is improved with a raised ranch style dwelling and is comprised of 2.12 acres. All the acreage was removed from current use in March 2022. In research, the LUCT was not billed. Unfortunately, due to the amount of time that has passed, the town has missed the window to bill and the LUCT release should be processed with a \$0.00 amount due.

Map 21 Lot 1 Sublot B

This vacant parcel is comprised of 5.04 acres. All the acreage was removed from current use in 2017 due to a transfer in May of 2016. In research, the LUCT was not billed. Unfortunately, due to the amount of time that has passed, the town has missed the window to bill and the LUCT release should be processed with a \$0.00 amount due.

Map 21 Lot 2

This parcel is comprised of 5.01 acres and has 3.01 acres enrolled in current use. It has been discovered that the parcel does not qualify for current use as there is no contiguous acreage to meet the minimum acreage requirements. In reviewing the sales above and adjusting for size, location, topography, etc., my opinion of market value is recommended at \$15,000. The LUCT should be issued in the amount of \$1,500 ($\$15,000 \times 10\%$) and the date of change should be noted as February 7, 2025, which is the date of discovery.

Map 22 Lot 3

This parcel is comprised of 7.31 acres and has 6.31 acres enrolled in current use. Notes from a visit in August of 2023 state the owner indicated 2 acres were out of current use. However, upon review, the additional 1 acre was never removed, and no current use map was located. As such, 1 acre shall be removed from current use. In reviewing the sales above and adjusting for size, location, topography, etc., my opinion of market value is recommended at \$5,000. The LUCT should be issued in the amount of \$500 ($\$5,000 \times 10\%$) and the date of change should be noted as February 7, 2025, which is the date of discovery.

Map 23 Lot 7 Sublot A

This vacant parcel is comprised of 10.94 acres. All the acreage was removed from current use in April of 2023 due to a lot line adjustment resulting in a loss of contiguous acreage. In research, the LUCT was not billed. Unfortunately, due to the amount of time that has passed, the town has missed the window to bill and the LUCT release should be processed with a \$0.00 amount due.

Map 24 Lot 6 Sublot B

This vacant parcel is comprised of 2.06 acres with all acres enrolled in current use. This parcel had contiguous ownership until a family sale occurred on April 29, 2024. In speaking with the new owner, they are in the process of acquiring an abutting parcel that would allow the enrollment to remain. I have advised the owner that they have until April 1, 2025, for the transfer to take place. If the parcel does not qualify as of April 1, 2025, a LUCT shall be issued.

Map 29 Lot 1 Sublot 2

This parcel is comprised of 2.00 acres with all acreage enrolled in current use. This property sold on January 31, 2025, for \$85,000. Although the sale price is \$85,000, I am unable to reach this value through my analysis. This sale may be an indication of a continued increase in the market. However, this will not be known until additional vacant sales occur. Due to the sale, there is no longer contiguous acreage to meet the minimum acreage requirements. In reviewing the sales above and adjusting for size, location, topography, etc., my opinion of market value is recommended at \$80,000. The LUCT should be issued in the amount of \$8,000 ($\$80,000 \times 10\%$) and the date of change should be noted as January 31, 2025, which is the date of sale.

Map 31 Lot 9

This parcel is comprised of 22.00 acres and all acreage was enrolled in current use. The parcel has been improved upon with a mobile home for the tax year 2024. It has been estimated that 2 acres were disturbed for the development. The rest of the acreage has remained enrolled in current use. In reviewing the sales above and adjusting for size, location, topography, etc., my opinion of market value is recommended at \$80,000. The LUCT should be issued in the amount of \$8,000 ($\$80,000 \times 10\%$) and the date of change should be noted as April 29, 2024, which is the date of inspection.

As always, should you have questions or concerns, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Monique Newcomb Islam". The signature is written in a cursive style.

Monique Newcomb CNHA, Assessor

MLN/slm