

# Litchfield Voter Guide



**Guide to the Second Session of the  
2020 TOWN MEETING**

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**2020 LITCHFIELD SCHOOL DISTRICT MEETING**

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**CAMPBELL HIGH SCHOOL**

**MARCH 10, 2020**

**Polls open at 7:00 AM and close at 7:00 PM**

The following information is being provided as a public service to enable citizens to better understand the matters on which they will be voting.

Additional information regarding the 2020 Proposed Town Budget and Warrant Articles may be obtained by calling the Town Administrator's office at 603-424-4046, or by visiting the Town's website at <https://litchfieldnh.gov/>.

Additional information regarding the FY21 Proposed School District Budget and Warrant Articles may be obtained by calling the SAU office at 603-578-3570, or by visiting the District's website at <https://www.litchfieldsd.org/DistrictInformation.aspx>.



## TOWN OF LITCHFIELD 2020 WARRANT ARTICLES

<b>ARTICLE 1 - ELECTION OF OFFICERS</b>			
<i>Candidate listing will appear in different order on Official Voting Ballot</i>			
<b>Board of Selectmen (2) Three Year Term</b>	<b>Budget Committee (3) Three Year Term</b>	<b>Library Trustee (2) Three Year Term</b>	<b>Cemetery Trustee (1) Three Year Term</b>
John "Jack" Pinciario	George Lambert	Donna Ferguson	Amber Flindt
Kim Queenan	John David Son	Alan Sandler	Jody L. Fraser
Kurt Schaefer	Scott Taylor	Ruth Ellen Whitney	Frederick W. French
John Brunelle	Jennifer Bourque	Write-in	Write-in
James Cardello	Keri Douglas	<b>Town Moderator (1) One Year Term</b>	<b>Town Clerk/Tax Collector (1) Three Year Term</b>
Richard Lascelles	Cory Flindt	Frank A. Byron	Theresa L. Briand
Write-in	Write-in	Write-in	Write-in
<b>Checklist Supervisor (1) Six Year Term</b>	<b>Trustees of Trust Fund (1) Three Year Term</b>		
Joan McKibben	John J. Poulos, Jr.		
John Pierog	Ruth Ellen Whitney		
Write-in	Write-in		

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### **ARTICLE 2 - DIMENSIONAL REQUIREMENTS**

*Recommended by the Planning Board*

Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows? Amend Section 210.00 DIMENSIONAL REQUIREMENTS, Note 4, to change the square footage for a shed needing to meet the minimum ten (10) foot side and rear setback from 192 square feet to 200 square feet.

**Article Explanation:** *Minor amendment to bring dimensional requirements for small residential sheds in line with standard shed sizes.*

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### **ARTICLE 3 - PLANNING BOARD CONDITIONAL USE**

*Recommended by the Planning Board*

Are you in favor of adoption of Amendment No. 2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows? Amend Sections 603 (Special Exceptions - Highway Commercial), 703 (Special Exceptions - Soutwestern Commercial District), 803 (Special Exceptions - Northern Commercial District), 953 a through c (Special Exceptions - Northern Commercial/Industrial Service District) to permit Gasoline Sales, Automobile Service and Repair, and Fast Foods Restaurants with Take-Out and/or Drive-Through Service by Conditional Use Permit granted by the Planning Board **rather than** as a Special Exception under the Zoning Board of Adjustment.

**Article Explanation:** *Recommended by the ZBA Chairman to allow the Planning Board to determine if applicants meet conditions for these types of uses. This amendment will streamline the application process by eliminating the provision that unnecessarily requires applicants to obtain approval from two different Boards.*

**ARTICLE 4 - ELECTRONIC SIGNS**

Recommended by the Planning Board

Are you in favor of the adoption of Amendment No. 3 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows? Amend Section 1500.00, Signs, to provide specific requirements for electronic signs.

**Article Explanation:** Proposed amendment strikes balance between protecting Litchfield’s rural/residential character while allowing limited use of electronic messaging on signs. No colored or flashing lights or animation would be allowed, electronic messaging is limited to three lines and can’t exceed 50% of the area of the sign and electronic signs would be equipped with dimming technology to automatically adjust brightness levels to protect against glare.

**ARTICLE 5 - 2020 OPERATING BUDGET**

Recommended by Board of Selectmen 5-0-0  
Recommended by Budget Committee 8-1-0

To see if the Town will vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth in the budget posted with the warrant or as amended by the vote of the first session, for the purposes set forth therein, totaling **\$7,064,927**. Should this article be defeated, the default budget shall be **\$7,035,661** which is the same as last year with certain adjustments required by previous action of the Town of Litchfield or by Law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Estimated 2020 tax rate impact: **\$0.03**.

**Article Explanation:** The operating budget recommended by the Budget Committee and Board of Selectmen is \$7,064,927 an increase of \$306,974 over the 2019 budget. The default budget, should the proposed budget fail, is \$7,035,661 \$29,266 less than the 2020 proposed budget. If approved, the recommended operating budget represents a tax rate increase of \$0.03 per thousand dollars of assessed value or estimated increase for a house valued at \$350,000 would be about \$10.50. Increases in the 2020 budget include, but are not limited to, 53 week pay period, new full time police officer position and union contract costs as previously approved, highway block grant funding (\$70k offset by state aid), increases in health insurance, increase in election costs (4 elections) and full-time highway employee position created in January 2019 by the Board of Selectmen for safety and operational needs.

**ARTICLE 6 - FULL TIME HIGHWAY EMPLOYEE**

Recommended by Board of Selectmen 5-0-0  
Recommended by Budget Committee 7-2-0

To see if the Town will vote to hire a full time Highway Employee effective July 1, 2020 at an estimated annual salary and related costs of \$71,928 and further vote to raise and appropriate the sum of **\$35,964** for wages and benefits for the period of July 1, 2020 to December 31, 2020. Estimated 2020 tax rate impact: **\$0.04**.

<b>Wage &amp; Benefits</b>	<b>2020</b>	<b>2021</b>
Wages	\$18,720	\$37,440
Health (family)	\$13,340	\$26,680
Dental (family)	\$792	\$1,584
NHRS	\$2,090	\$4,180
SSI	\$828	\$1,656
Medicare	\$194	\$388
<b>Total</b>	<b>\$35,964</b>	<b>\$71,928</b>

**Article Explanation:** The Highway Department currently has 2 full-time employees and 1 seasonal summer employee. In 2018, the Board of Selectmen hired Municipal Resources Incorporated (MRI) to conduct an evaluation of the the Highway Departments operational and staffing needs. The study recommended merging the Highway Department functions into other core public work functions like solid waste, building and grounds, cemeteries, etc. One of the first steps of implementation is the creation of 3 full time employees. In 2019, the Board of Selectmen changed a part-time position to full-time. This article will create the 2 full time positions. The position will be cross trained to assist solid waste and recycling operations, provide much needed support for snow and ice removal operations, assist in seasonal departmental responsibilities and help increase overall safety of the existing staff. The position will require a CDL License and is expected to begin employment in July 2020.

**ARTICLE 7 - PUBLIC SAFETY COMMUNICATION SYSTEM  
LEASE PURCHASE**

Recommended by Board of Selectmen 5-0-0  
Recommended by Budget Committee 7-2-0

To see if the Town will vote to authorize the Board of Selectmen to enter into a five (5) year lease purchase agreement for the sum of **\$700,000** to replace and expand the public safety radio communication system. The first payment is not required until 2021. This lease agreement contains an escape clause. Estimated 2020 tax rate impact: **\$0.00**.

	2020	2021	2022	2023	2024	2025	Total
<b>Cost</b>	<b>\$0.00</b>	<b>\$151,411</b>	<b>\$151,411</b>	<b>\$151,411</b>	<b>\$151,411</b>	<b>\$151,411</b>	<b>\$757,055</b>
<b>Tax Impact</b>	<b>\$0.00</b>	<b>\$0.16</b>	<b>\$0.16</b>	<b>\$0.16</b>	<b>\$0.16</b>	<b>\$0.16</b>	

**Article Explanation:** The current public safety communication system is 22+ years old. The manufacturer no longer supports or has replacement components for the system. Fire, Police and Highway Departments have limited to no communication access in certain areas of town due to age of equipment and site locations. One of the greatest concerns is the lack of coverage inside school buildings. The new system would have 4 dedicated sites at the Morgan Road Verizon Site, Campbell High School, Old Town Hall and the primary site will be located at the Colonial Drive Water Tower. The new system will be designed as one system to work with Fire, Police, Highway and Schools and will meet communication demands of all departments. The system will be designed to work for approximately another 20+ years. If this article is approved, the first lease payment would not be required until FY 2021.

**ARTICLE 8 - LIBRARY EARNED TIME ACCRUAL EXPENDABLE  
TRUST FUND**

Recommended by Board of Selectmen 5-0-0  
Recommended by Budget Committee 8-1-0

To see if the Town will vote to raise and appropriate the sum of **\$5,000** to be placed in the Library Earned Time Accrual Expendable Trust Fund as previously established. Estimated 2020 tax rate impact: **\$0.01**.

**Article Explanation:** This article covers payout of unused earned time for resignations and buybacks. The current fund balance is about \$3,000. There are no funds available in the Library's operating budget for this purpose.

**ARTICLE 9 HUMAN SERVICES AND HEALTH AGENCIES**

Recommended by Board of Selectmen 5-0-0  
Recommended by Budget Committee 8-1-0

To see if the Town will vote to raise and appropriate the sum of **\$15,000** to support Human Services and Health Agencies providing services to the Town of Litchfield. If approved, the Health and Human Services Funding Committee will review funding requests and submit recommended funding amounts to the Board of Selectmen for approval. Estimated 2020 tax rate impact: **\$0.02**.

**Article Explanation:** Funding for this article supports Human Services and Health Agencies providing services to Litchfield residents. Various agencies request funding each year to help offset the cost of providing these types of services. The Welfare Director, Health Officer and a Resident, appointed by the Selectmen, review and recommend amounts, based on community needs and demands, to be awarded by the Board of Selectmen.

**ARTICLE 10 - GENERAL ASSISTANCE EXPENDABLE TRUST FUND**

Recommended by Board of Selectmen 5-0-0  
Recommended by Budget Committee 8-1-0

To see if the Town will vote to establish a General Assistance Expendable Trust Fund pursuant to RSA 31 : 19-a, for the purpose of providing financial assistance to individuals in need pursuant to RSA 165:1 and to raise and appropriate **\$10,000** for said fund; further to name the Board of Selectmen as agents to expend from said fund. Estimated 2020 tax rate impact: **\$0.01**.

**Article Explanation:** This article was requested by the Budget Committee to eliminate taxing residents for unknown costs. The Board of Selectmen are mandated by state law to provide financial assistance to residents in need of basic living expenses like food, heat, shelter, medical, etc. In previous years funding is approved in the operating budget based on previous year actual costs and an allowance for unknown costs. If approved, the fund will hopefully stabilize the annual cost of providing financial assistance because unused funds will not lapse at year end and remain available for the original purpose. Annual expenses average \$2k to \$10k per year depending on economy and other circumstances.

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**ARTICLE 11 - OLD TOWN HALL PAINT**

Recommended by Board of Selectmen 5-0-0  
Recommended by Budget Committee 6-3-0

To see if the Town will vote to raise and appropriate the sum of **\$25,000** to paint the exterior of the Old Town Hall. This sum to come from the unassigned fund balance and no amount to be raised from taxation. Estimated 2020 tax rate impact: **\$0.00**.

**Article Explanation:** Funding will prepare clapboards, windows, trim and doors of this 1851 historic building for painting. Surface will be prepared in accordance with EPA lead paint removal regulations for 1 coat of primer and 2 coats of paint. It is anticipated that some restoration or replacement work will be required. New paint should last 8 to 10 years. Building is currently used as the Litchfield Historical Society Museum and listed on the NH State Register of Historical Places.

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**ARTICLE 12 PLOW TRUCK PURCHASE**

Recommended by Board of Selectmen 5-0-0  
Recommended by Budget Committee 7-2-0

To see if the Town will vote to raise and appropriate **\$100,000** to purchase a plow truck with equipment for the Highway Department. This sum to come from the unassigned fund balance and no amount to be raised from taxation. Estimated 2020 tax rate impact: **\$0.00**.

**Article Explanation:** This article proposes to replace the 2000 International plow truck with a new medium heavy duty truck. The current truck is 20 years old and has about 95,000 miles. It was purchased used from NH State Auction and is no longer reliable due to age and condition. It most likely will not pass inspection this year. The new truck will cost about \$60k for the chassis and body and \$40k for plow and wing equipment. Due to the size of the truck, operators will not be required to have a NH CDL License and it should be excellent for small streets and Cul-de-Sacs.

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**ARTICLE 13 - BUILDING SYSTEMS EXPENDABLE TRUST FUND**

Recommended by Board of Selectmen 5-0-0  
Recommended by Budget Committee 9-0-0

To see if the Town will vote to raise and appropriate the sum of **\$50,000** to be placed in the Building Systems Expendable Trust Fund as previously established. This sum to come from the unassigned fund balance and no amount to be raised from taxation. Estimated 2020 tax rate impact: **\$0.00**.

**Article Explanation:** This fund was established in 2013 to cover unanticipated major building repairs of all town buildings such as septic systems, roofs, heating & cooling equipment, structural repairs, etc. Town buildings are 2 to over 150 years old. The current balance of the fund is about \$15,000.

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**ARTICLE 14 - TECHNOLOGY & COMMUNICATION EXPENDABLE TRUST FUND**

Recommended by Board of Selectmen 5-0-0  
Recommended by Budget Committee 9-0-0

To see if the Town will vote to raise and appropriate the sum of **\$25,000** to be placed in the Technology & Communication Expendable Trust Fund as previously established. This sum to come from the unassigned fund balance and no amount to be raised from taxation. Estimated 2020 tax rate impact: **\$0.00**.

**Article Explanation:** This fund, established in 2019, supports maintenance and emergency repairs/replacement of communication equipment, various department software programs and other related technology, software and communication needs for day-to-day operations of all town safety and non-safety departments. The current balance of the fund is about \$28,500.

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**ARTICLE 15 - NON-BINDING VOTE:  
COMMUNITY CENTER DESIGN**

Recommended by Board of Selectmen 5-0-0

Are you in favor of the Recreation Commission investigating the need to construct a community center, investigating the cost of such a center, and developing drawings and designs of such a center?

**Article Explanation:** This article was requested by the Recreation Commission. It is a non-binding article to see if residents are interested in investigating the need and cost to build a new community center to serve various recreational needs of the community. Depending on support of this article and results of the investigation, a warrant article could be requested in 2021 to move forward with the design and engineering of a new Community Center and funding to construct the new center would be in March 2022.

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**ARTICLE 16 - BY PETITION**

Recommended by Board of Selectmen 5-0-0  
Recommended by Budget Committee 9-0-0

Per RSA 72:39-a and RSA 72:27-a we the people of Litchfield, NH would like to modify the elderly exemptions to the following:

The elderly exemption based on assessed value of their home for qualified property owners 65 years of age up to 75 shall be \$85,000 (dollars), from 75 years of age to 80 shall be \$140,000 (dollars), age 80 and up shall be \$190,000 (dollars) and the income of a single person to \$45,500 and married couples to \$55,000.

To qualify, the person must have been a New Hampshire resident for at least 3 consecutive years, own the real estate individually or jointly, or if the real-estate is owned by such person's spouse, they must have been married to each other for at least 5 consecutive years. In addition, the single taxpayer must not have a net income of more than \$45,500 (dollars) or, if married, a combined net income of \$55,000 (dollars) and own net assets not in excess of \$300,000 (dollars) excluding the value of the persons residence or, if married, combined assets shall not be in excess of \$300,000 (dollars). The combined net asset amount for married persons shall apply to a surviving spouse until the sale or transfer of the property by the surviving spouse or until remarriage of the surviving spouse.

**Note: Assuming the same number of eligible recipients and property valuation this will cost an additional \$50,729 with an estimated 2020 tax rate impact of \$0.06.**

**Article Explanation:** This petition article increases the exemption amounts for property values and income limits to qualify for the elderly exemption program. To qualify, residents must be 65 years of age by April 1st, NH resident for 3 consecutive years and own and reside at the property. The application excludes the primary residence and up to 2 acres of land.

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**ARTICLE 17 - BY PETITION**

Recommended Board of Selectmen 4-0-0  
Recommended Budget Committee 8-0-1

To see if the Town will vote to increase the Veterans' Tax Credit and the All Veterans' Tax Credit from \$300 to \$500 per year?

**Note: Assuming the same number of eligible recipients this will cost an additional \$77,998 with an estimated 2020 tax rate Impact of \$0.08.**

**Article Explanation:** This petition article will increase the standard war Veterans' Tax Credit and All Veteran's Tax Credit from \$300 to \$500. Currently, 386 residents qualify for said credits. Assuming the same number of eligible recipients this will cost an additional \$77,998 with an estimated 2020 tax rate Impact of \$0.08.

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**END OF TOWN OF LITCHFIELD WARRANT ARTICLES.**



## **TOWN AND SCHOOL DISTRICT VOTING**

### **CAMPBELL HIGH SCHOOL**

**MARCH 10, 2020**

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# LITCHFIELD SCHOOL DISTRICT 2020 WARRANT ARTICLES

## ARTICLE A - ELECTION OF OFFICERS

School Board Member (1) Three Year Term	Moderator (1) Three Year Term	School District Clerk (1) Three Year Term	School District Treasurer (1) Three Year Term
Tara Hershberger	Frank Byron	Theresa Briand	Lynn Baddeley
(Write In)	(Write In)	(Write In)	(Write In)

### ARTICLE 1 - 2020 OPERATING BUDGET

Not Recommended School Board 0-5-0  
Recommended Budget Committee 7-2-0

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling **\$23,514,330**? Should this article be defeated, the default budget shall be **\$23,660,450**, which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

Estimated Tax Impact: **\$0.26** (Operating Budget)

Estimated Tax Impact: **\$0.44** (Default Budget)

**Article Explanation:** This article represents the proposed operating, food services and grant funds budgets as recommended by the Budget Committee and the default budget recommended by the School Board and reviewed by the Budget Committee. The Operating budget contains operating costs for the school district, food services and grant funds: 2020-2021 proposed general fund: \$22,324,241; food services budget: \$615,089; grants budget: \$575,000. Please note that though the food service and grants fund budgets are included in the gross appropriation, the food service and grants are funded through federal, state and other local sources, not taxation. The increase of the FY21 budget over the FY20 budget is 1.29% and is due to: the 3rd year of full day kindergarten costs, 2nd year of LEA Collective Bargaining Agreement costs, 2nd year of transportation contract increases, increased cost of supplies and contracted service providers, and increased enrollment at GMS.

The default budget contains the amount of the same appropriations as contained in the approved operating budget for the previous year, reduced and increased by debt service, contracts and other obligations previously incurred or mandated by law, and reduced by one-time expenditures contained in the operating budget. (One-time expenditures are defined as appropriations not likely to recur in the succeeding budget).

Should this article be approved by the voters, the operating budget will be \$23,514,330, subject to amendments made at Deliberative Session. The default budget contains operating costs for the school district, food services and grant funds : \$22,486,531 (general fund); \$598,919 (food services); \$575,000 (grant funds). Should this article fail and if the School Board (governing body) does not choose to call a special meeting to consider a revised budget, the default budget will be deemed to have been adopted and the school district will operate under a default budget of \$23,660,450.

**This article is asking voters if they support or do not support the operating budget.** Detailed information on the proposed operating budget and default budget can be found at <http://www.litchfieldsd.org/DistrictInformation.aspx>.

### ARTICLE 2 - LITCHFIELD SUPPORT STAFF CONTRACT

Recommended School Board 5-0-0  
Recommended Budget Committee 8-0-1

Shall the Litchfield School District vote to approve the cost items included in the collective bargaining agreement reached between the Litchfield School District and the Litchfield Support Staff Association, which calls for the following increases in salaries and benefits at the current staffing level:

Year	Estimated Increase
2020-2021	<b>\$67,521</b>
2021-2022	<b>\$44,377</b>

and further to raise and appropriate the sum of **\$67,521** for fiscal year 2021, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. Estimated Tax Impact: **\$0.08**

**Article Explanation:** The proposed 2 year contract for the Litchfield Support Staff Association has been ratified by both the Litchfield School Board and the Litchfield Support Staff Association. The Budget Committee supports this article.

Support staff are paid according to a salary schedule approved in the contract that contains wage steps based on years of experience. Each year with a contract, support staff move up one step on the “experience” scale.

Year 1: Cost \$67,521	Staff will move one step (3%) on the schedule
Year 1: Savings (\$1,440)	Staff will keep the Green HMO Plan for year 1
	The district cost share of insurance will be reduced from 80.5% to 80%
Year 2: Cost \$44,377	Staff will move one step (3%) on the schedule
Year 2: Savings (\$27,190)	All eligible employees will move to the Yellow Plans with deductibles:
	Yellow with Choice: District pays 88%
	Yellow w/o Choice: District pays 90%

**It should be noted that in approving this article, voters are approving the contract and cost items included in the contract.** Failure of this article means support staff will have no contract and the district will have to go back into negotiations.

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**ARTICLE 3 - CLASS SIZE REDUCTION EXPENDABLE TRUST FUND** Recommended School Board 5-0-0  
Recommended Budget Committee 9-0-0

Shall the Litchfield School District vote to establish a Class Size Reduction Expendable Trust Fund under the provisions of RSA 198:20-c, V for the purpose of funding staffing due to unexpected increases in enrollment and to raise and appropriate and place into the fund **\$99,000**, which has been appropriated in the FY20 Operating Budget, but has not been expended? This sum to come from the June 30 unassigned fund balance available for transfer on July 1 with no amount to be raised from taxation. Further, to name the School Board as agents to expend from the fund. Estimated Tax Impact: **\$0.00**

**Article Explanation:** This article is asking to place funds that were budgeted for additional kindergarten staffing in 2019-2020 and not spent into an expendable trust fund in the event additional staffing is needed for a grade level that exceeds class size parameters. In August 2018, an additional Grade 1 teacher was added due to an influx of unexpected student enrollment, which exceeded the class size policy parameters and triggered an additional Grade 1 class. This could occur at any grade level.

Full Day Kindergarten was approved by the voters in 2018. The first year full day kindergarten class started with 80 students enrolled and increased to 87. Due to instructional concerns and after much research, the School Board revised the Class Size policy to reduce the number of students for kindergarten classes from 20 to 18 per class. Grades 1-12 remain unchanged: Grades 1-3, 20 per class; Grades 4-5, 23 per class; Grades 6-12, 25 per class. Kindergarten registrations are currently up to 57.

Enrollment projections are done annually, but do not include families that move into the town after the projections are completed. Enrollment in kindergarten and grade 1 are monitored closely over the summer months.  
**This article has no tax impact as the money has already been raised and appropriated.**

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**ARTICLE 4 - SPECIAL EDUCATION CAPITAL RESERVE FUND** Recommended School Board 5-0-0  
Recommended Budget Committee 9-0-0

Shall the Litchfield School District vote to raise and appropriate **up to \$50,000** to be added to the Special Education Capital Reserve Fund established in 2004 and authorize the use of that amount from the June 30 unassigned fund balance available for transfer on July 1 of this year, with no amount to be raised from taxation? Estimated Tax Impact: **\$0.00**

**Article Explanation:** Costs related to special education are often unanticipated. Each year the district budgets for special education students that are currently in the program at that time; however, a student placement can occur at any time during the year and most likely from a family that moves into the community whose child is an identified student who has received services from the district they are moving from. This year (2019-2020) the district received such a placement, which may result in the withdrawal of funds from the Special Education Capital Reserve Fund.

**This article is requesting replenishment of those funds from the unassigned fund balance at the end of the school year, which has no tax impact.**

**ARTICLE 5 - CAPITAL IMPROVEMENT EXPENDABLE TRUST FUND**  
5-0-0

Recommended School Board

Recommended Budget Committee 9-0-0

Shall the Litchfield School District vote to establish a Capital Improvement Expendable Trust Fund under the provisions of RSA 198:20-c,V for the purpose of funding the study, planning and cost of new construction or renovation of existing facilities in the Litchfield School District as recommended by the Capital Planning Committee, and to raise and appropriate the sum of **\$70,000** to be placed into the fund? This sum to come from the June 30 unassigned fund balance available for transfer on July 1 with no amount to be raised from taxation. Further, to name the School Board as agents to expend from the fund. Estimated Tax Impact: **\$0.00**

**Article Explanation:** The district is requesting to create an expendable trust fund to deposit funds from the year end unassigned fund balance to study, plan and determine the cost of new construction or renovation of existing school buildings in the district. The District Capital Planning Committee recommended the sum of \$70,000 be placed into this fund in order to pay for consultants that will investigate and cost the options that are best for Litchfield. A comprehensive Building Assessment was completed at the end of 2016 by H.L. Turner Group that includes all three school buildings (structural, site, electrical, plumbing, mechanical) with recommendations that have been reviewed by the Capital Planning Committee.

The New Hampshire Department of Education, Bureau of Safety and Facility Management, has reinstated Building Aid for school districts. A meeting with Amy Clark, Civil Engineer from that office, has provided the Capital Planning Committee and the District with valuable funding information for the 2023-2024 biennium.

**This article has no tax impact.**

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**ARTICLE 6 - DOOR BARRICADE SECURITY DEVICES**

Recommended School Board 5-0-0

Recommended Budget Committee 9-0-0

Shall the Litchfield School District vote to raise and appropriate the sum of **\$35,000** to purchase and install door barricade security devices for all hallway classroom/office doors at Griffin Memorial School, Litchfield Middle School and Campbell High School? These door security devices are necessary to prevent an intruder from gaining access to the doorknob, lever or lock on classroom and office doors in the school buildings. Estimated Tax Impact: **\$0.04**

**Article Explanation:** This article is requesting funds to purchase door barricade security devices to prevent intruders from gaining access to classrooms and offices in our three school buildings. These devices offer high performance entry door defense to protect our students and staff. These devices have been recommended by the District Emergency Management Team, Litchfield Police Department, Litchfield Fire Department and the New Hampshire Fire Marshal, as well as the New Hampshire Department of Homeland Security, who performed a District Building Security Assessment of our school buildings in 2017. These devices are designed for inward opening doors and doors that open out and to be accessible by emergency responders.

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**ARTICLE 7 - RE-CORE LITCHFIELD MIDDLE SCHOOL DOORS**

Recommended School Board 5-0-0

Recommended Budget Committee 8-0-1

Shall the Litchfield School District vote to raise and appropriate the sum of **\$25,000** to re-core (cylinders and keys) all door locks at Litchfield Middle School? This is based on security and safety recommendations from the building security assessment performed by the New Hampshire Department of Homeland Security. Estimated Tax Impact: **\$0.03**

**Article Explanation:** This article is requesting funds to re-core the cylinders of all door locks at Litchfield Middle School and to centralize keys to a Grand Master Key System. The current locks are over 30 years old and are not functioning well. Broken locks have been replaced with a different master core resulting in a large ring of keys and confusion for emergency responders.

This was based on a physical, on-site safety assessment performed at Litchfield Middle School by the District Emergency Management Team, the Litchfield Police and Fire Departments in November 2019 and the 2017 New Hampshire Department of Homeland Security Assessment.

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Thank you for voting. We appreciate your time and support!

**PRSRT STD  
ECRWSS  
U.S.POSTAGE  
PAID  
EDDM Retail**

**LOCAL POSTAL  
CUSTOMER**