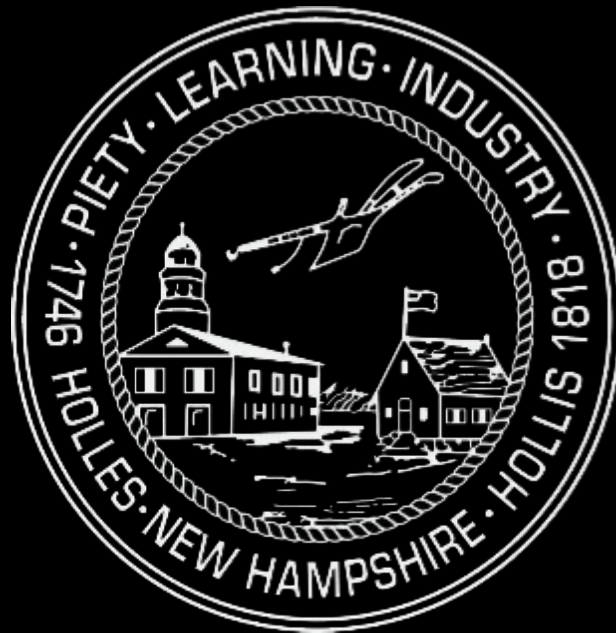


Town of Hollis
2024 Warrant & Budget
Public Hearing
February 6, 2024





Budget Committee

- Tom Gehan – Chair
- Mike Harris – Vice Chair
- Mike Leavitt – Secretary
- Chris Hyde
- Mark Kost
- Darlene Mann
- Amy Kellner – Hollis School Board's Rep.
- Mark LeDoux – Select Board's Representative

Select Board

- David Petry – Chair
- Susan Benz – Vice Chair
- Joe Garruba
- Mark Le Doux
- Tom Whalen

Town Administration

- Lori Radke – Town Administrator
- Jacob Fitzgerald – Finance Director
- Joe Hoebeke – Police Chief
- Robert Boggis – Fire Chief
- Joan Cudworth – Director of Public Works
- Dawn Desaulniers – Information Tech. Director

Agenda

- Budget Committee Presentations
 - Budget Process
 - Overview of Warrant Articles
 - Projected Tax Rates
- Open Public Budget Hearing
 - Presentation of Individual Articles & Public Input
- Close Public Budget Hearing
- Budget Committee Discussion & Vote on Articles
 - Public may observe; no further public input
- Adjourn

Budget Process

Budget & Meeting Calendar 2024

- Tue, Feb 6 – Town Public Hearing
- Tue, Feb 13 – HSD Public Hearing
- Mon, Feb 19 – COOP Public Hearing
- Tue, Mar 12 – Town Elections
- Thu, Mar 14 – HSD Annual District Meeting
- Sat, Mar 16 – Town Meeting
- Tue, Mar 19 – COOP Annual District Meeting

Budget Process

- Town of Hollis is a Municipal Budget Law district under RSA 32
- Budget Committee responsible to create & present to voters the Town and Hollis School District Operating Budgets
- Budget Committee also reviews and makes recommendations to voters on other monetary articles.
- Hollis has three Separate Budgets – Town, Hollis Schools & COOP Schools
 - We advise the Town and Hollis Schools
 - COOP Budget Committee advises COOP.
- We provide guidance to Select Board & School Board and ask them to create a budget that fits within that guidance.
- Budget Committee votes on warrant articles after the Public Hearing, considering public inputs, economic environment, historic perspective, relevant comparable data, and effect on tax rate.

Town Budget Assumptions & Biases

- Assumptions
 - Local economy remains strong
 - Inflation remains a concern
 - Tax base will increase 2.0% in coming year
 - Some leading indicators suggest population growth may create strain on services
 - Town must be responsive to potential changes in revenue from Federal and State sources
- Biases
 - Committed to provision of high-quality Town services
 - Support compensation, benefits and work environment structures that enable the Town to attract and retain high quality employees.
 - Maintain Town infrastructure, e.g. buildings and roads
 - Decrease locally-controlled unfunded liabilities that have long term budget impact (e.g. medical & retirement plans)
 - Manage the number of employees (adding staff increases the budget in multiple ways)
 - Manage Debt Service burden by avoiding additional bonding until older debt is retired

Guidance to Select Board

- Guidance Budget increase of 0% = \$0
 - Salaries increased by voter-approved union contracts and capital leases excluded from guidance
- Resulting Guidance Operating Budget
 - \$14,164,567
- Proposed Warrant Article Operating Budget
 - \$14,160,524
 - \$4,043 under guidance

Information & Data

Hollis Census/Valuation Data

- Hollis 2022 Estimated Population = 8,695
 - Increase of 4% from 2020
 - Increase of 13% from 2010
 - Increase of 24% from 2000
- Hollis 2022 Households = 3,285
- Hollis 2022 Median Household Income = \$155,339
- Total Town Property Valuation 2024 = \$2,294,628,789
 - Increased 58% from 2022 (Town-wide revaluation)
- Average Single Family Home Value 2024 = \$736,246
 - Increased 59% from 2022
- Average Single Family Home Tax Bill 2024 = \$12,266
 - Increased 17% from 2022

Hollis Town Authorized Headcount

Department	Full-Time	Part-Time	Union
Fire	16	26	12
Police	20	1	16
Comm. Center	7	6	12
Public Works	10	6	12
Town Hall	9	-	4
Town Clerk	-	1	-
Library	3	7	-
Other	1	5	-
Total	61	52	53

Note: Union employees are a subset of the full-time and part-time employees, not an additional group of employees.

Town of Hollis Buildings & Roads

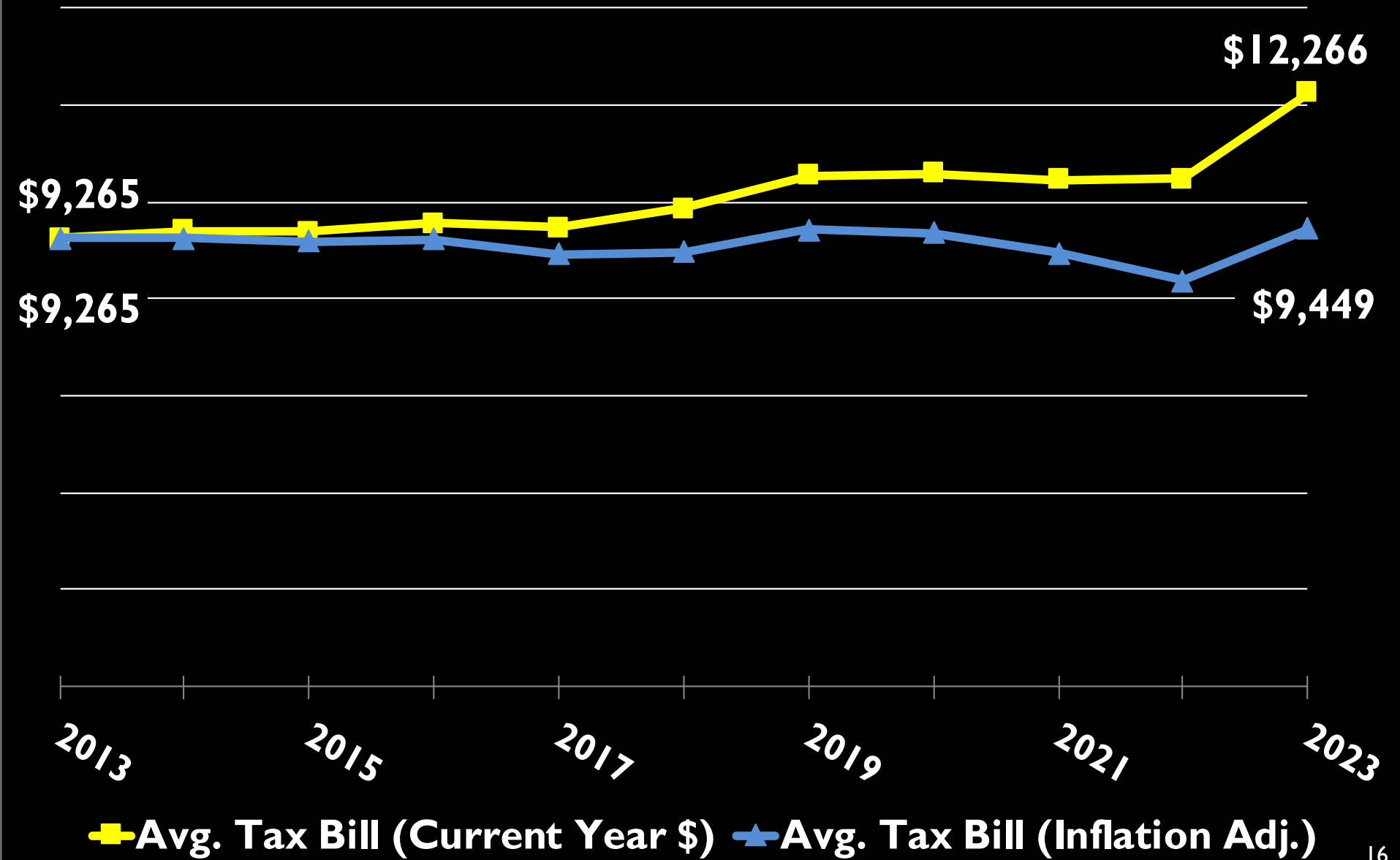
DPW Garage	Stump Dump Building
Ever Ready Engine	Town Clerk Office (Leased)
Farley Building	Town Hall
Fire Station	Transfer Station Building
Lawrence Barn	Wheeler House
Police Station	Woodmont Warehouse
Social Library	Several other small buildings

Road Inventory

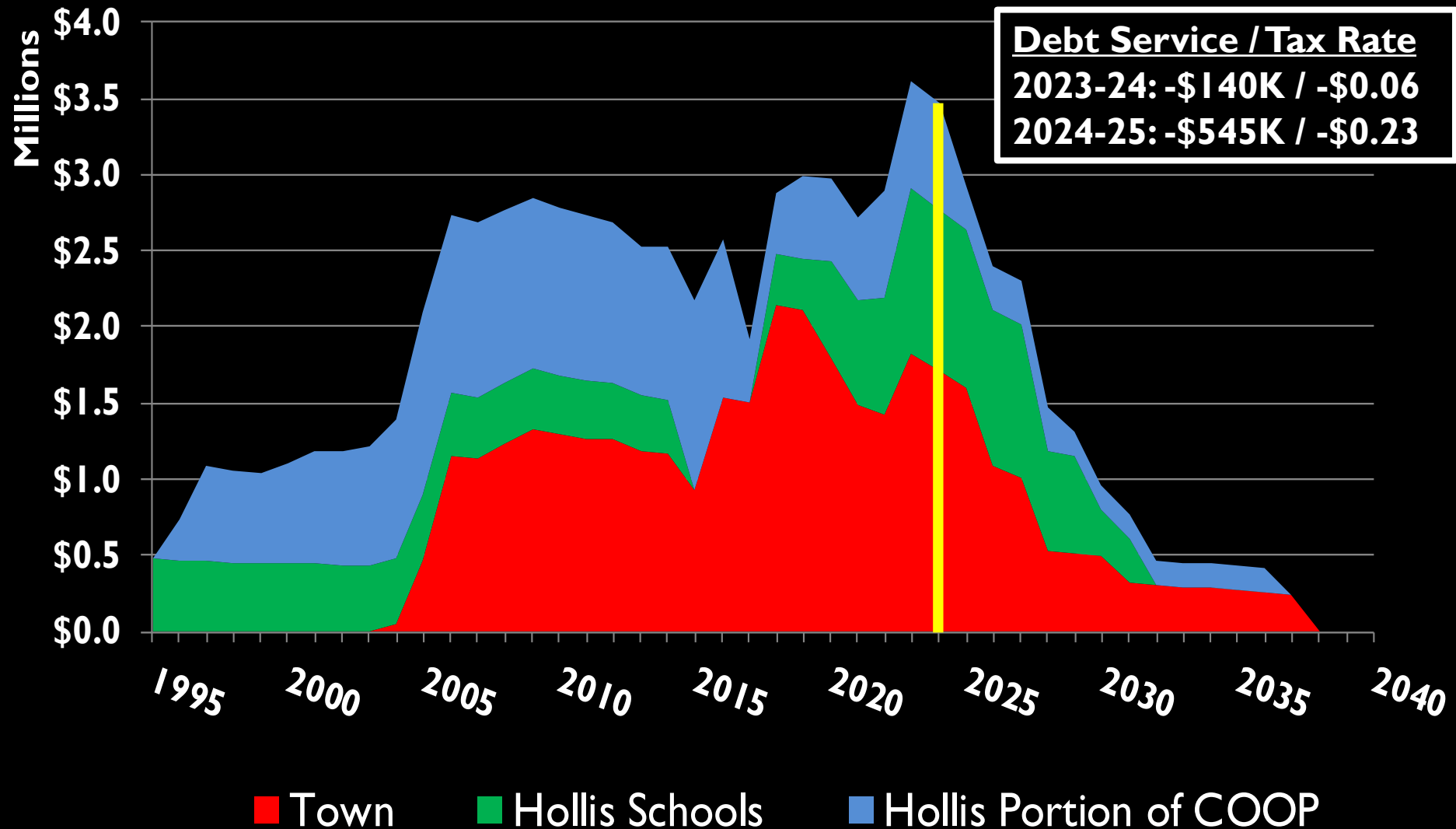
- 70.5 Miles Paved
- 12.5 Miles Gravel
- Excludes NH Routes 111, 122, and 130

Average Hollis Tax Bill

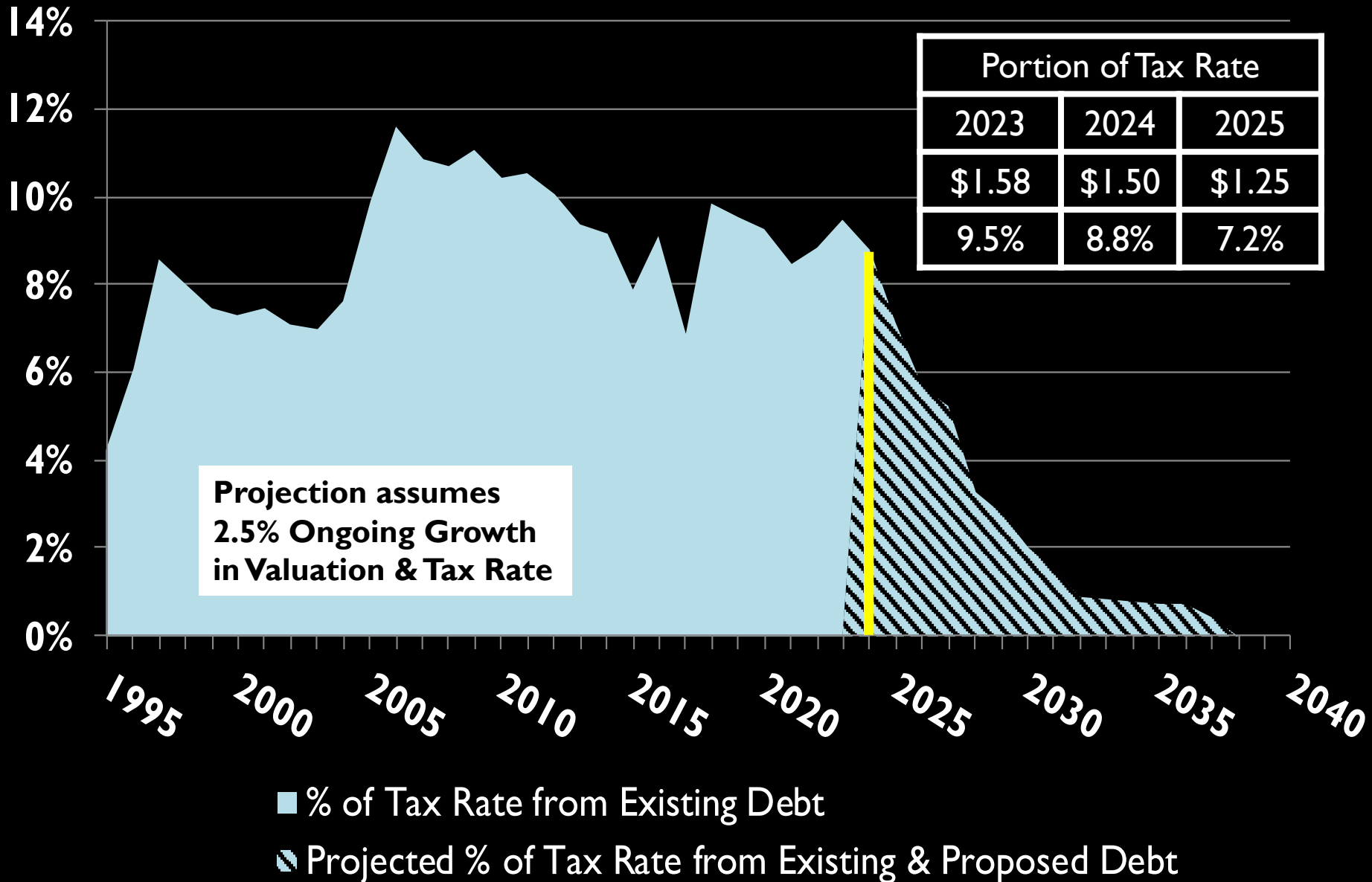
Single Family Residences



Total Town/School/COOP Bonded Debt and Capital Lease Annual Payments



Current Town/School/COOP Bonded Debt and Capital Lease Payments as % of Total Tax Rate



Town Unassigned Fund Balance

Town Fund Balance Policy

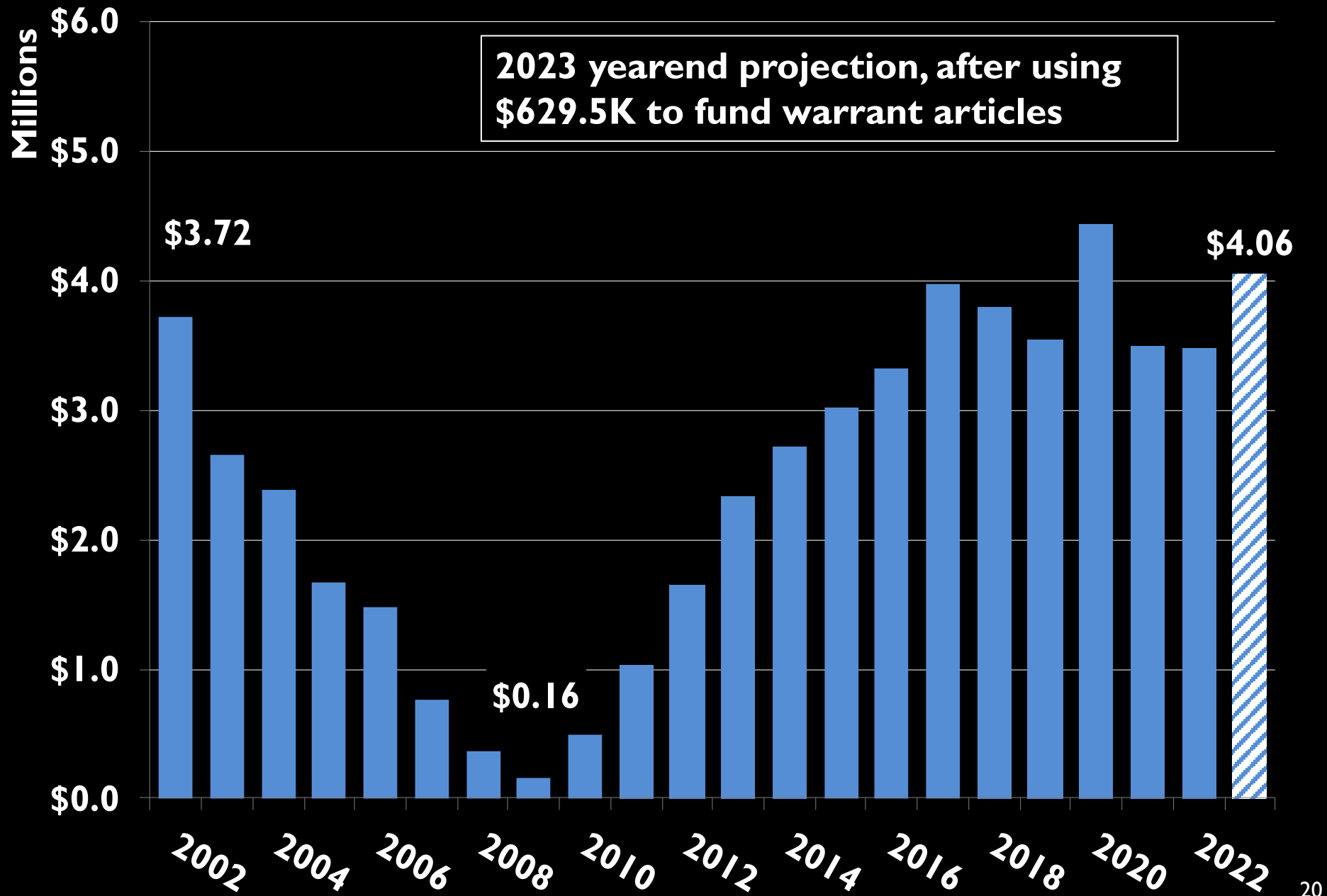
Minimum Unassigned Fund Balance:

- It shall be the goal of the Town of Hollis to achieve and maintain an unassigned fund balance of at least 10% of general fund appropriations as determined by the annual audit of the town using a modified accrual basis.

Use of Unassigned Fund Balance:

- Town Meeting Approval - Excess funds may be used for capital improvement projects, equipment replacement, and other similar budgetary needs.
- Offset Property Taxes - Select Board may appropriate any amount of the unassigned fund balance to offset property taxes.
- Emergency Use – Select Board must send an application to the Commissioner of Revenue Administration for the authority to make an expenditure.
 - The majority of the Budget Committee must approve the application

Town Unassigned Fund Balance



Warrant Overview

Town of Hollis Warrant

Art	Summary	Amount
1	Officials' Reports	-
2	Silver Lake Phosphorus Reduction Study/Design	-
3	Elderly Exemption Modification	-
4	Farley Building Community Center Design and Development Plan	\$300,000
5	Town Clerk Compensation	-
6	Police and Fire Stations Facility Assessment	\$35,000

Town of Hollis Warrant

Art	Summary	Amount
7	Excavator Purchase	\$300,000
8	Enterprise Town Vehicle Lease	\$39,110
9	Police Vehicle Lease Purchase (Contingent if Art. 8 Fails)	\$123,444
10	Cemetery Expansion Trust Fund	\$10,000
11	Old Home Days Fund	\$50,000
12	Compensated Absences Trust Fund	\$50,000

Town of Hollis Warrant

Art	Summary	Amount
13	Revaluation Trust Fund	\$14,500
14	Municipal Building & Facilities Maintenance Trust Fund	\$150,000
15	Contingency Fund	\$70,000
16	2024 Operating Budget	\$14,160,524
17	Petition: Paper Ballot, Hand Count	-
18	Other Legal Business	-

Projected Tax Rates

Tax Rate Forecasting Limitations

- Approved Appropriations (spending) are unknown until after next month's Annual Town and School District Meetings
- Prior year fund balances that may become revenue for the coming year are unknown until the books are closed
- Other Revenues for the coming year may vary, e.g. vehicle registrations, Unassigned Fund Balance
- State education aid (Adequacy Grant and Retained State Education Tax) are estimates at this time and may change
- The Assessed Value (aggregate property value of entire Town) which is the denominator for tax rate calculation is an estimate and will not be finalized until later in the year.
 - This presentation assumes 2.0% increase in tax base
- State Dept. of Revenue Admin. (DRA) does not set Tax Rate until October / November

Spending – Only Part of Tax Rate

Approved Appropriations:

Total spending approved by Voters

- Revenue

E.g. Vehicle Registrations, Building Permits, Dispatch Fees, etc.

+ Overlay

Allowance for abatements

+ War Service Credits

= Tax Effort or Net Appropriations

Amount to be raised by Property Taxes

The tax rate will go up even when spending goes down if revenue goes down by a greater amount

Revenue Estimate Increased \$208,643

Significant Increases

- + \$180,000 interest income
- + \$125,000 motor vehicle registration fees
- + \$100,000 meals and rooms tax revenues
- + \$99,554 communications dispatch fees

Significant Decreases

- \$211,771 block grant revenues
- \$61,972 Federal grants
- \$27,500 building and septic permits

Hollis Town Tax Rate

Assumes all Articles, approved as written	2023	Projected 2024	Change
Operating Budget	\$13,275,057	\$14,160,524	+ 7%
Warrant Articles	\$748,418	\$1,018,610	+ 36%
+ Overlay	\$212,015	\$212,000	-
+ War Service Credits	\$264,250	\$264,250	-
– Revenue	(\$4,672,975)	(\$4,881,618)	+ 5%
- Voted Fund Balance	(\$294,000)	(\$629,500)	+ 114%
- Select Board Fund Balance	(\$375,000)	-	- 100%
= Total Tax Effort	\$9,157,765	\$10,144,266	+ 11%
Hollis Town Tax Rate	\$3.99	\$4.33	+ 9%

Assumes 2.0% increase in tax base

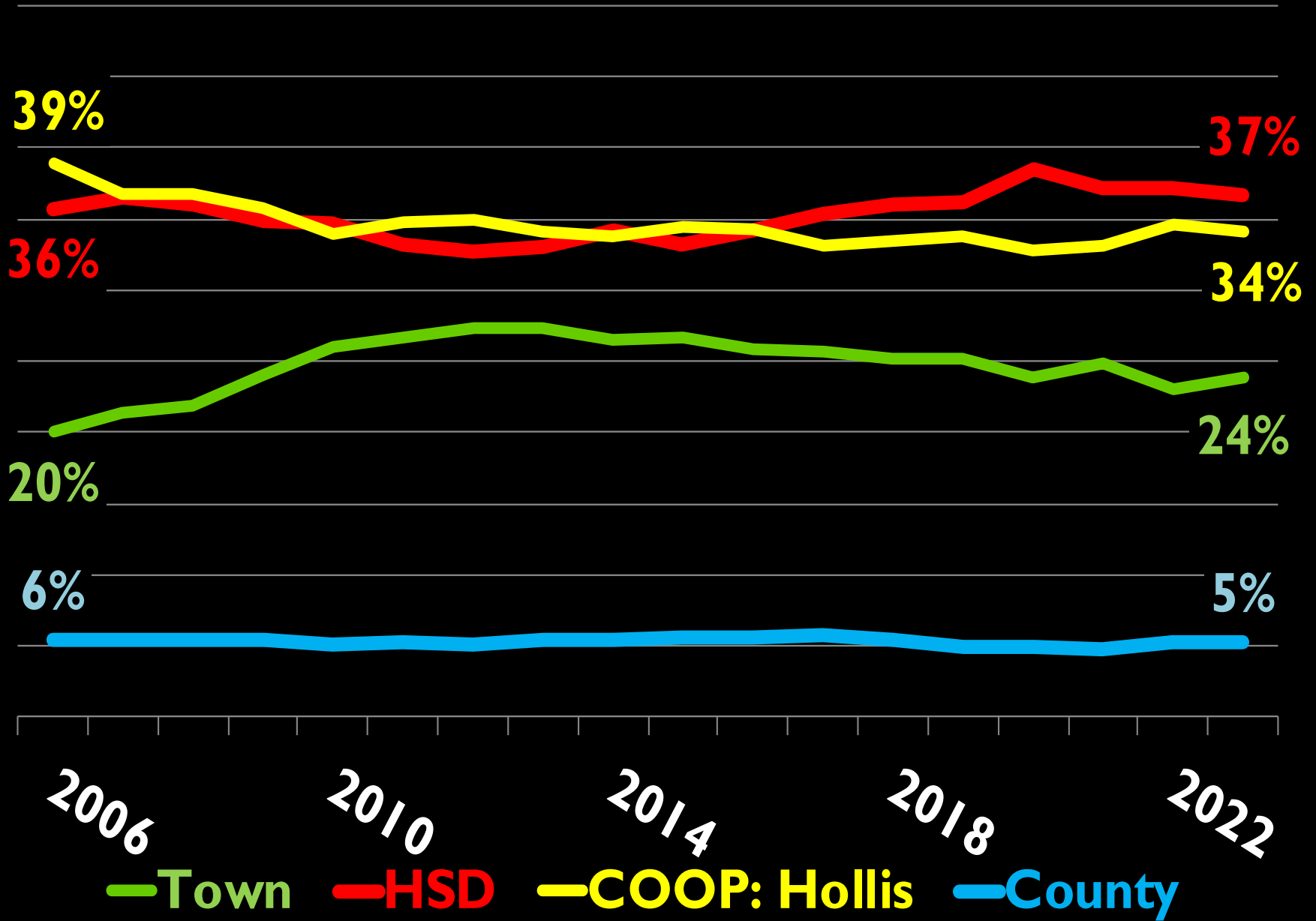
Hollis Total Tax Rate

Assumes all Articles, approved as written	2023	Projected 2024	Change
Town	\$3.99	\$4.33	+ 9%
HSD Local Tax	\$5.48	\$5.83	+ 6%
HSD State Tax	\$0.63	\$0.63	-
COOP Local Tax	\$5.08	\$5.77	+ 14%
COOP State Tax	\$0.60	\$0.59	- 2%
County Tax	\$0.88	\$0.86	- 2%
Hollis Tax Rate	\$16.66	\$18.01	+ 8%

Controllable at the Town / School District Level

Total tax rate may not equal sum of components due to rounding

Hollis Tax Rate Split



Public Hearing Call to Order

Conduct of Public Hearing

- All Warrant Articles that appropriate money must be presented and public input taken at a properly noticed public hearing.
- Most articles may be modified at Annual meeting.
- Select Board may remove articles, except petition articles, but may not add any.
- Select Board may change wording of non-budget, non-petition articles, up until the Warrant is posted. Wording may also be changed at town meeting.
- At conclusion of public hearing, the Budget Committee will deliberate and vote on warrant articles; must vote on articles that appropriate money; may vote on non-appropriating articles.
- Dollar value of budget article may be changed by Budget Committee. Increases are limited to specific amounts discussed during the public hearing.
- Non-appropriating petition warrant articles will not be presented.

Public Hearing – Rules for Tonight

- Articles will be presented as they are expected to appear on the final warrant
- Speakers at the podium will be recognized by the Chair
- Please state your Name and Address for the record
- Voters may speak once for 2 minutes. May be recognized to speak again on an issue after all others have had an opportunity to speak once.
- If your point has been substantially made by others, please be brief.
- Comments should be addressed to the Chairperson. Do not engage or debate other members of the public.
- Please tell us what specific action or change you would like to see. For example ask that the Operating Budget be modified up/down by specific dollar amount.
- Input will be restricted to Hollis residents of voting age (exceptions for administration & others to answer questions, or as allowed by the Budget Committee for the purpose of clarifications)
- Reminder: Turn off electronic devices or set to silent mode
- Please remain respectful and calm. Everyone wants excellent services and good value for our taxes dollars; we will disagree on how to get there

Warrant Articles

Article I: Officials Reports

To hear reports of the Select Board, other Town Officers and Committees.

Article 2: Silver Lake Phosphorus Reduction Study/Design

Shall the Town of Hollis vote to raise and appropriate \$100,000 (One Hundred Thousand Dollars) to hire a Certified Lake Management / Engineering Firm to study conditions and provide design solutions to reduce external and internal phosphorus loading in Silver Lake -- to prevent future cyanobacteria blooms in the lake? And to authorize the issuance of not more than \$100,000 of bonds or notes in compliance with the Municipal Finance Act, RSA 33:1 et seq., as amended, with the amount of such bonds or notes to be reduced by any grant funding received for the project, and to comply with all laws applicable to said project; to authorize the Select Board to issue, negotiate, sell, and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the Select Board to take any other action or to pass any other vote relative thereto. It is anticipated that there will be \$100,000 in principal loan forgiveness, under the New Hampshire Department of Environmental Services Clean Water State Revolving Fund (NH CWSRF). The interest on this loan will be paid in full by a donation from the Silver Lake Improvement Association Water Quality Fund. Fiscal Impact Note: The Tax Impact associated with this will be \$0.00 per \$1,000 valuation. Any and all interest accrued prior to loan forgiveness and administrative costs has been negotiated to be paid by the Silver Lake Improvement Association and held in an escrow account. Estimated Tax Impact \$0.00 per Thousand. (3/5 Ballot Vote Required.)

- Recommended by Select Board 0-0-0
- Recommended/Not Recommended by Budget Committee 0-0-0
- Estimated Net Tax Impact
 - None

Article 2: Silver Lake Phosphorus Reduction Study/Design

- Goal is to restore Silver Lake water quality to restore the lake to its traditional use of swimming.
- The Lake and surrounding land will provide another recreational resource for our residents.
- Value of Silver Lake and surrounding properties may increase, which may result in more tax revenue.
- A Watershed-based Study will be one step toward solving a problem affecting this natural resource and our community.

Article 2: Silver Lake Phosphorus Reduction Study/Design

- To be funded through \$100,000 bond issuance with opportunity for principal loan forgiveness.
 - NH Clean Water State Revolving Fund (CWSRF)
 - Municipality must receive authority to borrow the entire \$100K from the State through a Town warrant article.
 - Process: Town sends invoices to NHDES, which in turn sends check made out to Town to pay vendor.
 - Once all eligible expenses are incurred and subsequently disbursed, the loan is closed. Principal forgiveness is then applied to the principal balance.
- Accrued interest to be funded by Silver Lake Improvement Association Water Quality Fund
- Funds to be used to hire a Certified Lake Management / Engineering Firm to study conditions and provide design solutions to reduce external and internal phosphorus loading in Silver Lake

Article 3: Elderly Exemption Modification

Shall the town modify the provisions of RSA 72:39-a for elderly exemption from property tax in the Town of Hollis, based on assessed value, for qualified full time resident tax payers to be as follows: for a person 65 years of age up to 75 years, \$272,000; for a person 75 years of age up to 80 years, \$312,000; for a person 80 years of age or older \$368,000. To qualify, the person must have been a New Hampshire resident for at least 3 consecutive years preceding April 1st, own the real estate individually, or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least five consecutive years.

In addition, the taxpayer must have a net income, as that term is defined in RSA 72:39-a, in each applicable age group of not more than \$63,500 or, if married, a combined net income of not more than \$72,500 and own net assets not in excess of \$198,000; excluding the value of the person's actual residence and the land upon which it is located up to the greater of 2 acres or the minimum single family residential lot size specified in the local zoning ordinance.

- Recommended by Select Board 0-0-0
- Recommended/Not Recommended by Budget Committee 0-0-0
- Estimated Net Tax Impact
 - No rate increase in 2024. Estimated decreased property tax collections \cong \$65,500
 \cong \$0.02 / \$1,000 (Tax Rate)
 \cong \$9 / \$736,000 (Average Single-Family Residence)

Article 3: Elderly Exemption Modification

Exemption Amount	Current	Proposed 2024	% Increase
Elderly Exemption, 65-74 years of age	\$159,000	\$272,000	58%
Elderly Exemption, 75-79 years of age	\$190,000	\$312,000	61%
Elderly Exemption, 80+ years of age	\$220,000	\$368,000	60%

Income and Asset Limits for Qualification	Current	Proposed 2024
Single Applicant Income	\$53,000	\$63,500
Married Applicants Income	\$60,500	\$72,500
Assets (Joint or Individual)	\$165,000	\$198,000

Article 3: Elderly Exemption Modification

65 year old resident homeowner	2022	2023 (Revaluation)	2024 Art. 3 Passes
Assessed Value	\$150,300	\$240,400	\$240,400
Elderly Exemption Value	\$159,000	\$159,900	\$272,000
Assessed Value Subject to Taxation	-	\$80,500	-
Property Tax Due	-	\$1,356	-

80 year old resident homeowner	2022	2023 (Revaluation)	2024 Art. 3 Passes
Assessed Value	\$442,200	\$709,600	\$709,600
Elderly Exemption Value	\$222,000	\$222,000	\$368,000
Assessed Value Subject to Taxation	\$220,200	\$487,600	\$341,600
Property Tax Due	\$4,220	\$7,373	\$5,691

Article 3: Elderly Exemption Modification

Current number of approved Elderly Exemptions:

65 to 74 years old: 8

75 to 79 years old: 8

80 and older: 29

Total: 45

Current annual cost of exemptions: \$131,492

Proposed annual cost of exemptions: \$196,991

Expected Incremental cost: \$65,499

Article 4: Farley Building Community Center

To see if the Town will vote to raise and appropriate no more than \$300,000 for the purpose of further renovations to the Farley Building Community Center by funding a complete construction and bid management package to be used relative to a request for proposal for the work. This funding will include the following Conceptual and Schematic Design, Design, and Development, as well as Complete Electrical, Structural, and Construction Documents.

- Recommended by Select Board 0-0-0
- Recommended/Not Recommended by Budget Committee 0-0-0
- Estimated Net Tax Impact
 - $\cong \$0.09 / \$1,000$ (Tax Rate)
 - $\cong \$66 / \$736,000$ (Average Single-Family Residence)

Article 4: Farley Building Community Center

What do we get for the money (\$300,000) and what justifies the cost?

- \$300,000 is based off of the industry standard (7–8% of total project cost)
 - Total estimate is \$5M which is less than the cost to demolish and rebuild.
- Conceptual and Schematic Design
 - Initial designs further developed
 - Project scope defined
 - Engineering design to integrate system into architectural design
- Design and Development
 - Refinement of project drawings with dimensions, notes, materials, and finishes
 - Creating of building cross sections with detail
 - Electrical, mechanical, and HVAC specified
- Complete Construction Documents
 - Specifications are developed
 - Comprehensive drawing set completed
 - Package goes out for bid

Article 4: Farley Building Community Center

How will this building be used?

The Lawrence Barn is busy! The Farley Building Community Center will offer additional 12,000 sq ft of useable space with areas for both smaller meetings and larger gatherings.

- Multigenerational Community Center
- Additional Town Committee and Clubs meeting space
- Classes for extended learning for the town
- Small performances groups (literary readings, plays, concerts)

Article 4: Farley Building Community Center

What if we do nothing?

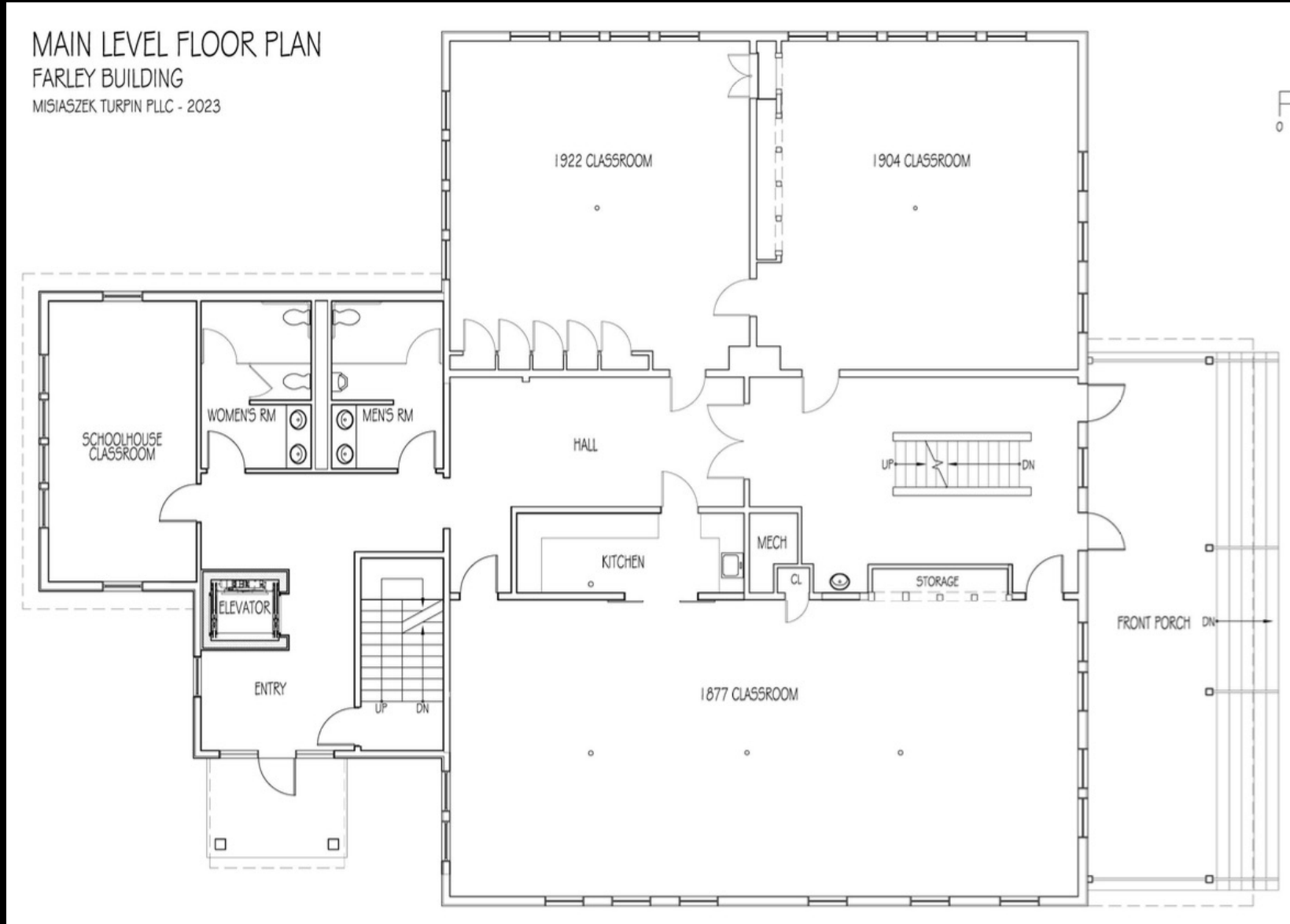
- The building will remain vacant and taxpayers will continue to maintain a building with no return on previous investments or a plan for rehabilitation
- Unattractive to buyers due to condition and location
- Cost to tear down and rebuild >\$7M

Article 4: Farley Building Community Center

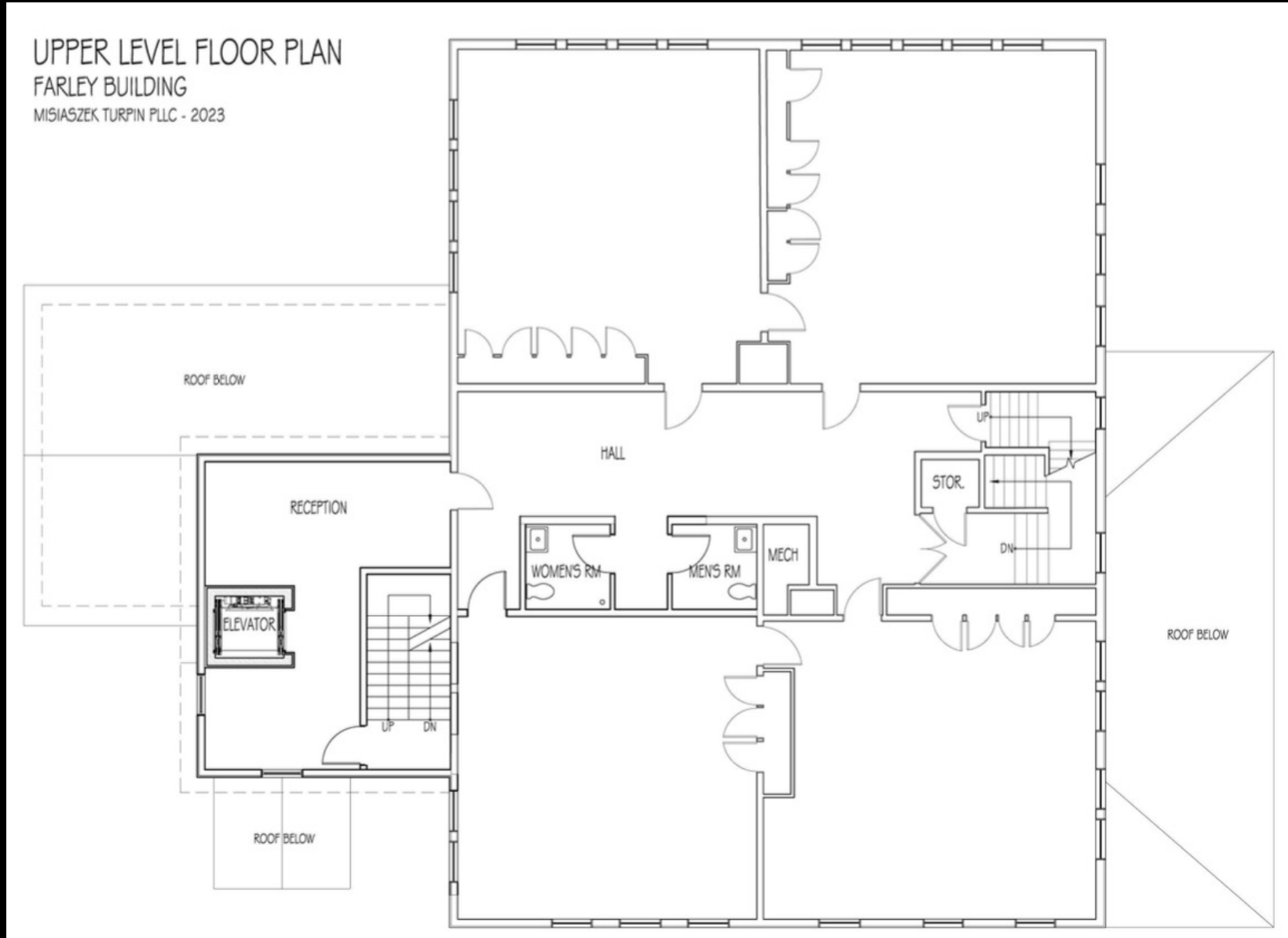
What are the next steps?

- Town approves this Warrant Article
- Bid package prepared, released for bid, and proposals received for the renovation (estimate is \$5M)
- Capital campaign to seek out private donations to fund a goal of 50% has begun
- Grant applications are being researched (NH LCHIP, etc)
- Website for donations
- Warrant article for bond vote in 2025 for remainder

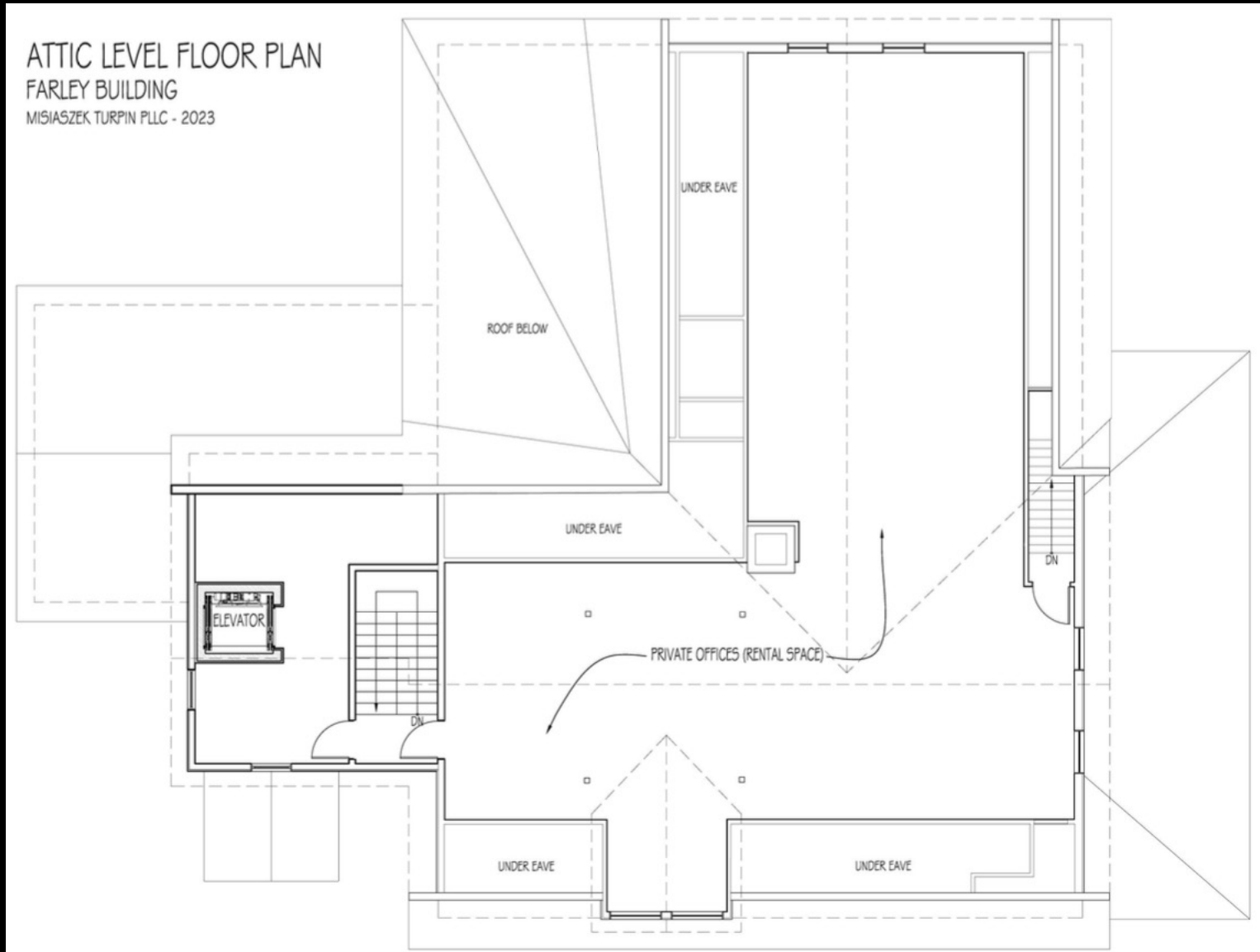
Article 4: Farley Building Community Center



Article 4: Farley Building Community Center



Article 4: Farley Building Community Center



Article 4: Farley Building Community Center



Farley Building Restoration

Hullis, New Hampshire

© 2018

Article 5: Town Clerk Compensation

To see if the Town will vote, as authorized by RSA 41:25, to compensate the position of elected Town Clerk with a combination of statutory fees and an hourly rate for election work. If approved, the Clerk will be compensated \$30.08 per hour for work associated with election duties, plus statutory fees beginning on March 18, 2024.

- Recommended by Select Board 0-0-0
- Recommended/Not Recommended by Budget Committee 0-0-0
- Estimated Net Tax Impact
 - None

Article 5: Town Clerk Compensation

- Per RSA 41:25, compensation for an elected town clerk requires the vote of the legislative body.
- In addition to the hourly rate for election duties which is being proposed, per RSA 41:25, the Hollis Town Clerk is compensated via statutory fees which include:

VEHICLES/TITLES

Auto Registration - \$2.50/vehicle

NH Agent Fee - \$2.50/vehicle

Title Fee - \$2.00/title

Boat Fees - \$5.00/boat

VITAL RECORDS

First copy of marriage, death, or birth - \$7.00

Second copy - \$5.00

Marriage License - \$7.00

Vital Record Corrections - \$10.00

DOGS

Dog License - \$1.00/dog

Article 5: Town Clerk Compensation

Statutory fees collected:

2023 - \$72,061

2022 - \$71,245

2021 - \$72,413

2020 - \$69,479

Election Compensation Paid at \$25.15/Hour:

2023 - \$1,628.46 (64.75 hours - 1 election)

2022 - \$2,408.13 (95.75 hours - 3 elections)

2021 - \$628.75 (25 hours - 1 election)

2020 - \$9,619.88 (382.50 hours - 4 elections)

Article 5: Town Clerk Compensation

Town Clerk Election Duties

Pre-Election Day

- Accepting applications for voter registration
- Receiving applications for absentee ballot requests
- Mailing out absentee ballots
- Accepting Declarations of Candidacy

Election Day

- Delivery of absentee ballots to the moderator
- Monitor voter turnout should the need to prepare additional official ballots occur.
- Maintain a log documenting the receipt, storage and transfer of all sealed boxes of ballots and absentee voting materials

Post-election

- Store sealed boxes of ballots.
- Reporting of election results to NH Secretary of State

Article 6: Facility Space Needs Assessment for the Police and Fire Stations

To see if the town will vote to raise and appropriate no more than \$35,000 for the purpose of a facility space needs assessment for the Police and Fire Station. Said funds to come from the Unassigned Fund Balance as of December 31, 2023, if available. No amount to be raised from taxation.

- Recommended by Select Board 0-0-0
- Recommended/Not Recommended by Budget Committee 0-0-0
- Estimated Net Tax Impact
 - No rate increase in 2024. The Unassigned Fund Balance is the sum of unspent taxes and revenues collected in prior years. Expending funds that could *potentially* be designated by Select Board to reduce the Town tax rate, equates to foregoing a *potential* rate reduction:
 - $\cong (\$0.01) / \$1,000$ (Tax Rate)
 - $\cong (\$5) / \$736,000$ (Average Single-Family Residence)

Article 6: Facility Space Needs Assessment for the Police and Fire Stations

- Hollis Police / Communications Center
 - Town population has increased 60% since construction in 1987; 18% since renovation in 2005
 - 33 Police and Communications personnel
 - Cell block space has been used to expand Squad Room used by officers to complete administrative tasks
 - Limited office space affects ability to conduct investigations or administrative tasks in private
 - Women's locker room inadequate for 5 female officers
 - Additional bathrooms needed
 - Septic system may not be adequate for size of the building
 - Parking is limited; some employees have to park on lawn

Article 6: Facility Space Needs Assessment for the Police and Fire Stations

- Hollis Fire Station
 - Town population has increased 74% since construction in 1983; 17% since renovation in 2006
 - Trucks and ambulances are larger than in the past; future need for third ambulance
 - Not enough bays for trucks/equipment
 - Equipment parked in bays obstruct equipment parked behind
 - Response vehicles parked outside
 - Inadequate to support population growth
 - Lack separate gear room that would isolate potentially contaminated gear from administrative and living spaces
 - No washer/dryer means firefighters have to take potentially contaminated clothing home to wash
 - Locker room shared by men and women

Article 6: Facility Space Needs Assessment for the Police and Fire Stations

- Assessment Objectives
 - Identify space needs to meet current standards
 - Anticipate and plan for future requirements
 - Assess space requirements versus current buildings
 - Determine feasibility of expansion of existing facilities
 - Propose alternatives for addressing needs e.g., expansion vs. relocation
 - Recommend a course of action

Article 7: Excavator Purchase

To see if the Town will vote to raise and appropriate the sum not to exceed \$300,000 for the purpose of purchasing one (1) excavator with attachments for the Public Works Department. Said funds to come from the Unassigned Fund Balance as of December 31, 2023, if available. No amount to be raised from taxation.

- Recommended by Select Board 0-0-0
- Recommended/Not Recommended by Budget Committee 0-0-0
- Estimated Net Tax Impact
 - No rate increase in 2024. The Unassigned Fund Balance is the sum of unspent taxes and revenues collected in prior years. Expending funds that could *potentially* be designated by Select Board to reduce the Town tax rate, equates to foregoing a *potential* rate reduction:
 - $\cong (\$0.09) / \$1,000$ (Tax Rate)
 - $\cong (\$41) / \$736,000$ (Average Single-Family Residence)

Article 7: Excavator Purchase



Article 7: Excavator Purchase



Article 8: Enterprise Town Vehicle Lease

To see if the Town will vote to authorize the Select Board to enter into a Master Equity Lease and Fleet Management Agreement for the purchase, maintenance, and sale of passenger vehicles for the Town of Hollis, and to raise and appropriate the sum of \$39,110 for the first year's payment for that purpose. This lease agreement contains an escape clause. Further, to establish a Fleet Management Committee to oversee the Town's rolling stock of vehicles and replacement thereof. Participation in the agreement and the Committee will remain until rescinded. All proceeds from vehicle sales will offset the acquisition cost of the replacement vehicles.

- Recommended by Select Board 0-0-0
- Recommended/Not Recommended by Budget Committee 0-0-0
- Estimated Net Tax Impact
 - ≅ \$0.01 / \$1,000 (Tax Rate)
 - ≅ \$9 / \$736,000 (Average Single-Family Residence)

Article 8: Enterprise Town Vehicle Lease

- Ongoing agreement; vehicles replaced as service life ends
- Includes selling 11 Town-owned vehicles, lease purchase of 10 new vehicles in year one
- Full maintenance (all vehicles except patrol cruisers) include:
 - All recommended services
 - All minor and major repairs
 - Towing and Incidentals
 - One set of brakes
 - Does not include tires

Article 8: Enterprise Town Vehicle Lease

Cost Comparison		
Year	Current	Proposed
2024	\$63,788	\$39,110
2025	\$127,577	\$141,059
2026	\$127,577	\$120,439
2027	\$127,577	\$120,439
2028	\$127,577	\$120,439
2029	\$63,788	\$81,329
Trade-in	(\$67,500)	(\$75,000)
Total	\$570,834	\$547,814

Article 9: Police Vehicle Lease Purchase (Contingent, if Article 8 Fails)

To see if the Town will vote to authorize the Select Board pursuant to RSA 33:7-e to enter into a three (3) year lease purchase agreement for the sum of \$370,332 for the purpose of lease purchasing six (6) vehicles for the Police Department, and to raise and appropriate the sum of \$123,444. for the first year's payment for that purpose. This lease purchase agreement contains an escape clause.

2024	2025	2026	Total
\$123,444	\$123,444	\$123,444	\$370,332

- Recommended by Select Board 0-0-0
- Recommended/Not Recommended by Budget Committee 0-0-0
- Estimated Net Tax Impact
 - ≅ \$0.04 / \$1,000 (Tax Rate)
 - ≅ \$27 / \$736,000 (Average Single-Family Residence)

Article 10: Cemetery Expansion Expendable Trust Fund

To see if the Town will vote to raise and appropriate \$10,000 to be placed in the Cemetery Expansion Expendable Trust Fund as previously established at the 2023 Annual Town Meeting. Said funds to come from the Unassigned Fund Balance as of December 31, 2023, if available. No amount to be raised from taxation.

- Recommended/Not Recommended by Budget Committee 0-0-0
- Estimated Net Tax Impact
 - No rate increase in 2024. The Unassigned Fund Balance is the sum of unspent taxes and revenues collected in prior years. Expending funds that could *potentially* be designated by Select Board to reduce the Town tax rate, equates to foregoing a *potential* rate reduction:
 - $\cong (< \$0.01) / \$1,000$ (Tax Rate)
 - $\cong (\$1) / \$736,000$ (Average Single-Family Residence)

Article 11: Old Home Day Special Revenue Fund

To see if the Town will vote to raise and appropriate the sum of \$50,000 for the purpose of sponsoring the Old Home Days event and to fund this appropriation by authorizing the withdrawal of said sum from the Old Home Day Special Revenue Fund. This article will not affect the tax rate, as these funds will be raised from fees and donations.

- Recommended by Select Board 0-0-0
- Recommended/Not Recommended by Budget Committee 0-0-0
- Estimated Net Tax Impact
 - None

Article 12: Compensated Absences Payable Expendable Trust Fund

To see if the Town will vote to raise and appropriate \$50,000 to be placed in the Compensated Absences Payable Expendable Trust Fund as previously established at the 2002 Annual Town Meeting. Said funds to come from the Unassigned Fund Balance as of December 31, 2023, if available. No amount to be raised from taxation.

- Recommended by Select Board 0-0-0
- Recommended/Not Recommended by Budget Committee 0-0-0
- Estimated Net Tax Impact
 - No rate increase in 2024. The Unassigned Fund Balance is the sum of unspent taxes and revenues collected in prior years. Expending funds that could *potentially* be designated by Select Board to reduce the Town tax rate, equates to foregoing a *potential* rate reduction:
 - $\cong (\$0.01) / \$1,000$ (Tax Rate)
 - $\cong (\$7) / \$736,000$ (Average Single-Family Residence)

Article 12: Compensated Absences Payable Expendable Trust Fund

- Employees are allowed to accumulate earned vacation & holiday time.
- Upon separation or retirement, the town is liable for the accrued amount.
 - This represents a contingent liability to the town.
- Need to have a reserve in place to have funds available
 - 10 employees left last year, drawing \$30,072 from the fund
- Budget Committee suggests funding to a “reasonable” level, about 50%
 - 2023 Year-end Estimated Liability: \$400,313
 - 2023 Year-end Balance: \$158,762
- Moving to manage the gap over a period of years to limit the tax impact.
- Budget Committee has also recommended to Select Board that this liability be reduced contractually.

Article 13: Revaluation Capital Reserve Fund

To see if the Town will vote to raise and appropriate \$14,500 to be placed in the Revaluation Capital Reserve Fund as previously established at the 1996 Annual Town Meeting. Said funds to come from the Unassigned Fund Balance as of December 31, 2023, if available. No amount to be raised from taxation.

- Recommended by Select Board 0-0-0
- Recommended/Not Recommended by Budget Committee 0-0-0
- Estimated Net Tax Impact
 - No rate increase in 2024. The Unassigned Fund Balance is the sum of unspent taxes and revenues collected in prior years. Expending funds that could *potentially* be designated by Select Board to reduce the Town tax rate, equates to foregoing a *potential* rate reduction:
 $\cong (< \$0.01) / \$1,000 \text{ (Tax Rate)}$
 $\cong (\$2) / \$736,000 \text{ (Average Single-Family Residence)}$

Article 13: Revaluation Capital Reserve Fund

- Statutory requirement that assessments are reviewed every 5 years
- 2023 was a review year
- Multi-Year contract with Municipal Resources (MRI) to spread out costs
- Total Cost for 2023 revaluation was \$70,000
- Current fund balance \$31,697

Article 14: Municipal Buildings and Facilities Maintenance Expendable Trust Fund

To see if the Town will vote to raise and appropriate \$150,000 to be placed in the Municipal Buildings and Facilities Maintenance Expendable Trust Fund as previously established at the 2008 Annual Town Meeting and amended by the 2009 Annual Town Meeting. Said funds to come from the Unassigned Fund Balance as of December 31, 2023, if available. No amount to be raised from taxation.

- Recommended by Select Board 0-0-0
- Recommended/Not Recommended by Budget Committee 0-0-0
- Estimated Net Tax Impact
 - No rate increase in 2024. The Unassigned Fund Balance is the sum of unspent taxes and revenues collected in prior years. Expending funds that could *potentially* be designated by Select Board to reduce the Town tax rate, equates to foregoing a *potential* rate reduction:
 - $\cong (\$0.04) / \$1,000$ (Tax Rate)
 - $\cong (\$20) / \$736,000$ (Average Single-Family Residence)

Article 14: Municipal Buildings & Facilities

Maintenance Expendable Trust Fund

Opening Balance	\$43,365
Proposed Funding	\$150,000
Proposed Total Funds Available	\$265,503
Proposed Projects	
Lawrence Barn: Gutters	(\$42,854)
Town Hall: Building improvements / renovation	(\$25,000)
Public Safety Center: Dispatch Power Upgrade	(\$20,740)
Fire Station: Camera System	(\$19,000)
Fire Station: Door Access System Upgrade	(\$16,000)
Always Ready Engine House: Granite Steps Repair	(\$8,000)
Library: Exterior Basement Door and Frame	(\$2,500)
Library: Study Area Repairs	(\$2,500)
Library: Propane Tank Replacement	(\$2,000)
Total Costs	(\$138,594)
Projected Closing Balance	\$59,771

Article 15: Establish a Contingency Fund

To see if the Town will authorize the establishment of a contingency fund under the provisions of RSA 31:98-a for the purpose of funding unanticipated expenses that may arise during the year. Furthermore, to raise and appropriate \$70,000 towards this purpose and appoint the Select Board as agents to expend from said fund. Said funds to come from the Unassigned Fund Balance as of December 31, 2023, if available. No amount to be raised from taxation.

- Recommended by Select Board 0-0-0
- Recommended/Not Recommended by Budget Committee 0-0-0
- Estimated Net Tax Impact
 - No rate increase in 2024. The Unassigned Fund Balance is the sum of unspent taxes and revenues collected in prior years. Expending funds that could *potentially* be designated by Select Board to reduce the Town tax rate, equates to foregoing a *potential* rate reduction:
 $\cong (\$0.02) / \$1,000$ (Tax Rate)
 $\cong (\$10) / \$736,000$ (Average Single-Family Residence)

Article 15: Establish a Contingency Fund

- Fund may be used by the Select Board to meet the cost of unanticipated expenses that may arise during the year and are not otherwise provided in the budget.
- Any appropriation left in the fund at the end of the year will lapse to the general fund.
- 2023 Contingency Fund Expenditures:

Item	Cost
Library Stairs Repair	\$15,725
DPW Equipment Repairs	\$14,270
Storm Clean-up	\$13,325
Transfer Station Heating System	\$7,360
Total	\$50,680

Article 16: Operating Budget

To see if the Town will vote to raise and appropriate the sum of \$14,160,524 which represents the operating budget of the Town for 2024, not including appropriations by special warrant articles and other appropriations voted separately.

- Recommended by Select Board 0-0-0
- Recommended/Not Recommended by Budget Committee 0-0-0
- Estimated Net Tax Impact
 - $\cong \$4.23 / \$1,000$ (Tax Rate)
 - $\cong \$3,115 / \$736,000$ (Average Single-Family Residence)

Article 16: Operating Budget Guidance

Description	Total	Variance from Guidance
Guidance Budget	\$14,164,567	N/A
Proposed Budget	\$14,160,524	(\$4,043)

Article 16: Operating Budget Staff Changes

- None

Article 16: Operating Budget

Major Increases

Description	FY24 Proposed	% Change	\$ Change
Salaries and Wages	\$4,943,666	8%	\$376,495
Employee Insurances	\$1,355,307	17%	\$192,067
NHRS Retirement	\$1,144,704	4%	\$39,811
Contracted Services	\$375,726	11%	\$38,563
Election Expenses	\$38,100	231%	\$26,600

Article 16: Operating Budget

Major Decreases

Description	FY24 Proposed	% Change	\$ Change
Block Grant Expenditures	\$231,725	(57%)	(\$311,914)
Financed Equipment	\$270,977	(20%)	(\$66,815)
Debt Service	\$1,434,623	(4%)	(\$54,311)
Waste Disposal	\$564,478	(2%)	(\$9,936)
Utilities	\$196,831	(2%)	(\$1,186)

Article 17: Paper Ballot, Hand Count by Petition

Shall the following provisions pertaining to elections be adopted? All voting shall be by paper ballot and all ballots shall be hand counted only, rather than by use of optical scanning or any other types of programmable electronic counting devices. This shall constitute a return to hand counting ballots and the immediate discontinuance of all electronic voting machines and electronic devices used by trial in RSA 656:40. Shall this article be passed, it shall be enacted by the Town of Hollis, New Hampshire immediately.

- Recommended by Select Board 0-0-0
- Recommended/Not Recommended by Budget Committee 0-0-0
- Estimated Net Tax Impact
 - None

Article 18: To transact any other
business that may legally
come before said meeting

Budget & Meeting Calendar 2024

- Tue, Feb 6 – Town Public Hearing
- Tue, Feb 13 – HSD Public Hearing
- Mon, Feb 19 – COOP Public Hearing
- Tue, Mar 12 – Town Elections
- Thu, Mar 14 – HSD Annual District Meeting
- Sat, Mar 16 – Town Meeting
- Tue, Mar 19 – COOP Annual District Meeting

Conclusion of Public Hearing