TOWN OF SWANZEY

620 OLD HOMESTEAD HIGHWAY
P.O. BOX 10009
SWANZEY, NH 03446-0009
TOWN HALL (603) 352-7411 FAX (603) 355-8099
WWW.SWANZEYNH.GOV

Board of Selectmen Meeting Agenda

Whitcomb Hall, 17 Main Street

August 20, 2025

1. **Call to Order – 5:30 pm**
   Join Zoom meeting at https://us02web.zoom.us/j/2353704380, Meeting ID: 235 370 4380
   Dial +1-929-205-6099

2. **Pledge of Allegiance**

3. **Consideration of Meeting Minutes**
   A. Regular Meetings:
      i.) August 6

   B. Nonpublic Meetings:
      i.) August 6

4. **Consent Agenda**
   A. Payroll Manifest
   B. Accounts Payable Manifest
   C. Open Container Permit -Goselin-Whitcomb Hall
   D. Raffle Permit-Feeding Tiny Tummies
   E. Open Container Permit-Bednar-Whitcomb Hall
   F. Notice of Intent to Cut-M/227 L/8-M/228 L/1 - M/231 L/20- M/231 L/21
   G. Notice of Intent to Cut-M/23 L/20
   H. Land Use Change -1393 Old Homestead Hwy
   I. Land Use Change -9 Winch Hill Rd
   J. Land Use Change -Pebble Hill Rd
   K. Land Use Change – Winch Hill Rd
   L. Event Permit-Frogg Brewing
   M. Event Permit-Elijah's Race

5. **Public Input**

6. **Appointments**
   A. House Representative, Jennifer Rhodes
   B. Town Forester, Jeremy Turner RE: Tracy Tract on Causeway Line
   C. Wendy Pellitier-LLS Cardinal Surveying and Land Planning

7. **Consideration of New Business**
   A. Phone System Proposal

B. Elderly Exemption Qualification Limits
C. Cable Franchise Renewal
D. Usage of Town Vehicles

8. **Consideration of Old Business**

9. **Administrative Update**

10. **Correspondence**

11. **Public Input**

12. **Non-public session pursuant to RSA 91-A:3 II (a)**

13. **Adjournment**

Town of Swanzey, New Hampshire
Board of Selectmen
Meeting – August 6, 2025
Whitcomb Hall
17 Main Street, Swanzey, NH

Note: Draft Minutes are subject to review, correction and approval by the Board. Review and approval of Minutes generally takes place at the next regularly scheduled meeting of the Board.

CALL TO ORDER

The meeting was called to order by Chair W. William Hutwelker III, at 5:29pm. at Whitcomb Hall, Main Street, Swanzey, NH. Other members present were Selectmen James Tempesta and Mark LaBelle. Also present were Town Administrator Lori Rautiola and Recording Secretary Susan Ells.

OTHERS PRESENT

Kai Kraemer with FACT TV, Michael York, Mark Scalera, Jim Jarzabek

MINUTES

- The regular meeting minutes of July 9, 15, and 23, 2025, were considered. There was a motion by LaBelle to approve the minutes as presented which was seconded by Tempesta. Hutwelker suggested edits to the July 9th minutes which were accepted. There was no further discussion. All were in favor and the motion passed.

- The non-public session minutes of July 15 #3 and #4, and July 29, 2025 #1 and 2, were considered. There was a motion by LaBelle to approve the minutes as presented. The motion was seconded by Tempesta and there was no further discussion. All were in favor and the motion passed.

CONSENT AGENDA

There was a Motion made by Labelle to approve the Consent Agenda. There was a second by Tempesta. There was no further discussion. All were in favor and the motion passed.

A. Payroll Manifest
B. Accounts Payable Manifest
C. Notice of Intent to Cut- M/209 L/1
D. Raffle Permit-Connecticut River Sportsman's Club
E. Open Container Permit- Alexis Fredette - Whitcomb Hall
F. Open Container Permit – Liz Traynor - Whitcomb Hall
G. Notice of Intent to Cut-M/228-L/6
H. Municipality Land Use Change Tax Bill-365 Sawyers Crossing Rd

PUBLIC INPUT

PUBLIC HEARING 5:40 P.M. - Acceptance of Personal Property.

The property to be donated to the Fire Department is as follows:

- One (1) Cutter #25050155
- One (1) Spreader #25040198
- One (1) RAM #25030374

LaBelle explained these items are battery operated tools to assist in extracting occupants of crashed vehicles; they were donated by Swanzey Center Fire Company Association and that the donation includes 9 batteries.

There was a motion made by LaBelle pursuant to RSA 31:95 (e) to accept the donation of auto extrication equipment in the form of hydraulic tools as noted above. This donation includes nine batteries. There was a second by Tempesta. There was no further discussion. All were in favor and the motion passed.

APPOINTMENTS

- None

NEW BUSINESS

A. Approval of Cardinal Surveying Estimates

A grave has been discovered to be on the Mead's property, and the property line needs to be adjusted. This had been tabled from the July 23 meeting so could be determined where the funds would come from; this discussion is tabled until 8/20/2025 meeting so the homeowners can attend.

B. Discussion on a Covered Bridge Committee & Passive Guard Barriers

Chair Hutwelker reported that there have been many discussions regarding the damage being done to the covered bridges and suggestions have been made regarding erecting structures in front of the 3 bridges to keep tall vehicles from entering the bridges and causing damage. He went on to state that DPW Joe DiRusso has established a committee to research and suggest solutions to be presented to voters; there will be several public hearings before the deliberative session to inform the public. DiRusso has identified possible committee members and is recommending the following to be appointed to the committee: Scott Self, Gordie Ayotte, Mike Faulkner, Jeff Hurt and Lisa Thorne. Tempesta stated he would also like to serve on the committee as well.

There was a Motion made by Labelle to appoint Scott Self, Gordie Ayotte, Mike Faulkner, Jeff Hurt and Lisa Thorne to the committee. There was a second by Tempesta. There was no further discussion. All were in favor and the motion passed.

There was a motion made by LaBelle to name Tempesta as the Selectboard representative on the committee. There was a second by Hutwelker. There was no further discussion. All were in favor and the motion passed.

C. Updated Credit Card Policy

Hutwelker explained that the previous Town Administrator oversaw the credit card purchases; after his departure, this responsibility was taken on by the Finance department, but it has become a burden and doesn't provide appropriate oversight. The board reviewed and discussed some proposed policy revisions to allow better oversight and to reduce the burden on the Finance department.

There was a motion made by LaBelle to accept the Town's Credit Card Policy as updated with the amended date of August 6, 2025. There was a second by Tempesta. There was no further discussion. All were in favor and the motion passed.

D. Request to Review DRA-Property Tax 72-39-a Conditions for Elderly Exemptions

This will be on the agenda for the meeting on August 20

OLD BUSINESS

- none

ADMINISTRATIVE UPDATE

- Rautiola suggested upcoming meetings:
    - August 13th at 1pm at Whitcomb Hall regarding a resident's disagreement with a denial of a request for a tax abatement
    - September 3 at Richardson Park to discuss septic systems' impacts on Swanzey Lake

- Rautiola reported that Josh Whipple, Recycling Center Solid Waste Manager, has negotiated the cost of the Bobcat Skid Steer which was previously approved for purchase at a total cost of $69,140. The cost is now reduced to $61,539. With some of the cost savings, he would like to purchase the forklift and frame attachment. The new total cost would be $63,590, which is still under the original budget.

  There was a motion made by LaBelle to approve the purchase for a total cost of $63,590. There was a second by Tempesta. There was no further discussion. All were in favor and the motion passed.

- Rautiola has been working with Pilgrim Pines and the East Coast Conference regarding a pilot agreement that was discussed while the previous Town Administrator was here. It appears some mistakes were made, and the agreement wasn't as planned. Work will be done to rectify this.

CORRESPONDENCE

- None

PUBLIC INPUT

- None

NON-PUBLIC SESSIONS

Non-public session(s) per RSA 91-A:3, II (c) Matters which, if discussed in public, would likely affect adversely the reputation of a person

There was a motion made by LaBelle to enter a non-public session pursuant to RSA 91-A:3, II (c) which was seconded by Tempesta. All were in favor by Roll Call and the motion passed**.** The Board entered the non-public session at 6:04pm. Present were W. William Hutwelker III, James Tempesta and Mark LaBelle. Also present were Town Administrator Lori Rautiola and Recording Secretary Susan Ells.

There was a motion made by LaBelle to come out of the non-public session, seconded by Tempesta. All were in favor by Roll Call and the motion passed. The Non-public session ended at 6:23pm.

There was a motion made by LaBelle to seal the minutes because divulgence of the information likely would affect adversely the reputation of a person other than a member of this Board; the motion was seconded by Tempesta. All were in favor and the motion passed.

Non-public session(s) per RSA 91-A:3, II (c) Matters which, if discussed in public, would likely affect adversely the reputation of a person

There was a motion made by LaBelle to enter a non-public session pursuant to RSA 91-A:3, II (c) which was seconded by Tempesta. All were in favor by Roll Call and the motion passed**.** The Board entered the non-public session at 6:23pm. Present were W. William Hutwelker III, James Tempesta and Mark LaBelle. Also present were Town Administrator Lori Rautiola and Recording Secretary Susan Ells.

There was a motion made by LaBelle to come out of the non-public session, seconded by Tempesta. All were in favor by Roll Call and the motion passed. The Non-public session ended at 6:33pm.

DRAFT

Non-public session(s) per RSA 91-A:3, II *(a) the dismissal, promotion, or compensation of any public employee or the disciplining of such employee.*

There was a motion made by LaBelle to enter a non-public session pursuant to RSA 91-A:3, II (a) which was seconded by Tempesta. All were in favor by Roll Call and the motion passed**.** The Board entered the non-public session at 6:33pm. Present were W. William Hutwelker III, James Tempesta and Mark LaBelle. Also present were Town Administrator Lori Rautiola and Recording Secretary Susan Ells.

There was a motion made by LaBelle to come out of the non-public session, seconded by Tempesta. All were in favor by Roll Call and the motion passed. The Non-public session ended at 6:43pm.

There was a motion made by LaBelle to seal the minutes because divulgence of the information likely would affect adversely the reputation of a person other than a member of this Board; the motion was seconded by Tempesta. All were in favor and the motion passed.

Non-public session(s) per RSA 91-A:3, II *(a) the dismissal, promotion, or compensation of any public employee or the disciplining of such employee.*

There was a motion made by LaBelle to enter a non-public session pursuant to RSA 91-A:3, II (a) which was seconded by Tempesta. All were in favor by Roll Call and the motion passed**.** The Board entered the non-public session at 6:43pm. Present were W. William Hutwelker III, James Tempesta and Mark LaBelle. Also present were Town Administrator Lori Rautiola and Recording Secretary Susan Ells.

There was a motion made by LaBelle to come out of the non-public session, seconded by Tempesta. All were in favor by Roll Call and the motion passed. The Non-public session ended at 6:52.

There was a motion made by LaBelle to seal the minutes because divulgence of the information likely would affect adversely the reputation of a person other than a member of this Board; the motion was seconded by Tempesta. All were in favor and the motion passed.

Public Session:

Hutwelker brought up a previous topic which had been discussed at the July 15th meeting regarding a resident who requested the Town waive the $175 Transfer Station fee to dispose of a hot tub. At the time the request was denied, but the Board discussed the subject again.

There was a motion made by LaBelle to waive the fee for $175 for the resident at 422 Holbrook Avenue. There was a second by Tempesta. There was no further discussion. All were in favor and the motion passed.

Non-public session(s) per RSA 91-A:3, II *(e)* Consideration or negotiation of pending claims or litigation threatened in writing or filed by or against the public body, or by or against any member because of his or her membership in such body.

There was a motion made by LaBelle to enter a non-public session pursuant to RSA 91-A:3, II (e) which was seconded by Tempesta. All were in favor by Roll Call and the motion passed**.** The Board entered the non-public session at 6:58pm. Present were W. William Hutwelker III, James Tempesta and Mark LaBelle. Also present were Town Administrator Lori Rautiola and Recording Secretary Susan Ells.

There was a motion made by LaBelle to come out of the non-public session, seconded by Tempesta. All were in favor by Roll Call and the motion passed. The Non-public session ended at 7:08pm.

There was a motion made by LaBelle to seal the minutes because divulgence of the information likely would affect adversely the reputation of a person other than a member of this Board; the motion was seconded by Tempesta. All were in favor and the motion passed.

ADJOURNMENT

There was a motion by LaBelle to adjourn the meeting which was seconded by Tempesta; there was no further discussion. All were in favor and the motion passed. Adjournment occurred at 7:09pm.

Respectfully Submitted,

Susan Ells, Recording Secretary

Approved on

DRAFT

FORM
A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

MUNICIPALITY LAND USE CHANGE TAX BILL

STEP 1- LAND USE CHANGE TAX TO BE BILLED TO:

☐ PROPERTY OWNER(S) OR ☐ RIGHT OF WAY RESPONSIBLE PARTY LISTED BELOW:

PLEASE TYPE OR PRINT

LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
GROVER	ARTHUR	J
GROVER	GIZELLE	L

MAILING ADDRESS: 100 WEST MAIN ST

MUNICIPALITY	STATE	ZIP CODE
RINDGE	NH	03461

STEP 2 - PARCEL IDENTIFICATION OF DISQUALIFIED CURRENT USE LAND

PLEASE TYPE OR PRINT

(a) RIGHT OF WAY LAND USE CHANGE TAX - PROVIDE NAME OF LANDOWNER ON WHICH THE RIGHT OF WAY IS LOCATED

(b) ACCESSIBLE STREET LOCATION	MUNICIPALITY	COUNTY
PEBBLE HILL RD	SWANZEY	CHESHIRE

(c) TOTAL ACRES OF PARCEL	PARCEL TAX MAP AND LOT #		DEED BOOK AND PAGE #	
4.44	256	29	3301	583

(d) CHECK ONE BELOW:

☐ PARTIAL RELEASE ☒ FULL RELEASE ☐ RIGHT OF WAY LAND USE CHANGE TAX

NOTE: A separate land use change tax (LUCT) must be submitted for each separate parcel of land.

STEP 3 - DOCUMENTATION AND FEE FOR PROPERTY TO BE ENROLLED IN CURRENT USE (CU)

(a) Owners Name When Land Was First Recorded in Current Use:	DEED BOOK AND PAGE #	
DORIS FERNER	750	467
(b) Total Number of Acres Originally Enrolled in Current Use	18.75	
(c) Total Number of Acres Previously Released Since The Original Recording	0	
(d) Number of Acres Subject to the LUCT Per This Assessment	4.44	
(e) Number of Acres Remaining in Current Use [3(b) minus 3(c) and 3(d)]	14.31	

FORM
A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

MUNICIPALITY LAND USE CHANGE TAX BILL

(continued)

STEP 4 - ASSESSMENT OF LAND USE CHANGE TAX

(a) Narrative Description of the Disqualification: **NO LONGER MEETS CRITERIA**	
(b) Actual Date of Change in Use (MM/DD/YYYY)	**10/21/2024**
(c) Full and True Market Value at Time of Change in Use	$ **82500**
(d) Land Use Change Tax [Step 4(c) multiplied by 10%]	$ **8250**

STEP 5 - SIGNATURES OF A MAJORITY OF THE MUNICIPAL ASSESSING OFFICIALS

TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE (in black or dark blue ink)	DATE
W WILLIAM HUTWELKER III		
JAMES TEMPESTA		
MARK LABELLE		

STEP 6 - BILL LAND USE CHANGE TAX TO: (COMPLETED BY MUNICIPAL ASSESSING OFFICIALS)

LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
GROVER	**ARTHUR**	**J**

MAILING ADDRESS		
100 WEST MAIN ST		
MUNICIPALITY	STATE	ZIP CODE
RINDGE	**NH**	**03461**

(b) Actual Date of Change in Use (MM/DD/YYYY)	**10/21/2024**
(c) Date of Land Use Change Tax Bill (MM/DD/YYYY)	8/20/2025
(d) Full and True Market Value at Time of Change in Use	$ **82500**
(e) Land Use Change Tax Due	$ **8250**

FORM
A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

MUNICIPALITY LAND USE CHANGE TAX BILL

(continued)

STEP 7 - CHECKS PAYABLE AND MAILED TO: (COMPLETED BY MUNICIPAL TAX COLLECTOR)

(a) MAKE CHECKS PAYABLE TO: **Town of Swanzey**		
(b) MAIL TO: **PO BOX 10009**		
MAILING ADDRESS: **620 Old Homestead Hwy**		
MUNICIPALITY **Swanzey**	STAT **NH**	ZIP CODE **03446**
(c) MUNICIPAL TAX COLLECTOR PHYSICAL OFFICE LOCATION: **Kevin Westcott/620 Old Homestead Hwy, Swanzey NH 03446**		
(d) MUNICIPAL TAX COLLECTOR OFFICE HOURS: **Monday-Thursday 8:00-5:00, Friday 8:00-12:00**		
(e) LAND USE CHANGE EXEMPT FROM RECORDING RSA 79-A:7, I (c): ☐ Yes ☐ No		
(f) RECORDING FEE: INCLUDE A SEPARATE CHECK IN THE AMOUNT OF $ **20.00**		
PAYABLE TO: **Cheshire County Registry of Deeds**		
(g) PAYMENT OF THE LAND USE CHANGE TAX IS DUE NO LATER THAN 30 DAYS AFTER MAILING OF THIS BILL. INTEREST, AT THE RATE OF 18% PER ANNUM, SHALL BE DUE IF THE TAX IS NOT PAID ON OR BEFORE: **Sept 22, 2025**		

STEP 8 - ACKNOWLEDGEMENT OF PAYMENT (COMPLETED BY MUNICIPAL TAX C OLLECTOR)

TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE OF MUNICIPAL TAX COLLECTOR (in black or dark blue ink)	DATE OF PAYMENT

FORM
A-5W

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

WARRANT FOR LAND USE CHANGE TAX

STEP 1 - TAX COLLECTOR'S WARRANT FOR LAND USE CHANGE TAX IN THE MUNICIPALITY OF:

NAME OF MUNICIPALITY		
TOWN OF SWANZEY		
STREET ADDRESS		
620 OLD HOMESTEAD HWY		
MAILING ADDRESS		
PO BOX 10009		
MUNICIPALITY	STATE	ZIP CODE
SWANZEY	NH	**03446**

STEP 2 - COLLECTION OF LAND USE CHANGE TAX

(a) State of New Hampshire, County of: CHESHIRE		
(b) To: KEVIN WESTCOTT		Municipal Collector of taxes
(c) for the municipality of: SWANZEY		in said County.
(d) In the name of said State you are directed to collect the **LAND USE CHANGE TAX** in the list herewith committed to you, amounting in all of the sum of: Interest at 18% will be assessed after 30 days.	$	8250.00
(e) Given under our hands at TOWN OF SWANZEY		
(f) This day of Aug 20, 2025		
(g) LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY GROVER, ARTHUR & GIZELLE		
LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY MAILING ADDRESS 1100 WEST MAIN ST, RINDGE NH 03461		
(h) MUNICIPAL TAX MAP 256	LOT NUMBER 29	

STEP 3 - SIGNATURES OF A MAJORITY OF THE MUNICIPAL ASSESSING OFFICIALS

TYPE OR PRINT NAME (In black or dark blue ink)	SIGNATURE (In black or dark blue ink)	DATE
W. WILLIAM HUTWELKER		
TYPE OR PRINT NAME (In black or dark blue ink)	SIGNATURE (In black or dark blue ink)	DATE
JAMES TEMPESTA		
TYPE OR PRINT NAME (In black or dark blue ink)	SIGNATURE (In black or dark blue ink)	DATE
MARK LABELLE		
TYPE OR PRINT NAME (In black or dark blue ink)	SIGNATURE (In black or dark blue ink)	DATE
TYPE OR PRINT NAME (In black or dark blue ink)	SIGNATURE (In black or dark blue ink)	DATE

Marazoff Assessing Services, LLC
21 June Street, Keene, NH 03431 ♦ Phone: (603) 313-7962 ♦ e-mail: dave@dmarassess.com

July 24, 2025

Board of Selectmen
Town of Swanzey
620 Old Homestead Hwy
Swanzey, NH 03446

Re: Land Use Change Tax
Grover, Arthur J.
Grover, Gizelle L.
100 West Main St.
Rindge, NH 03461

MAP ID# 256/ 29/ 0/ 0/

Dear Members of the Board:

For reasons pertaining to RSA 79-A:7 and Cub 307.01, the following property, or portions thereof no longer qualifies for Current Use and is subject to a land use change tax. Per RSA 79-A:7-1, "the tax shall be at the rate of 10 percent of the full and true value determined without regard to the Current Use value of the land" and "shall be determined as of the actual date of the change in land use if such date is not April 1st". "The land use change tax shall be due and payable by the owner at the time of the change in use to the town in which the property is located" (RSA 79-A: 7-II). **The land use change tax bill "shall be mailed at the latest, within 18 months of the date upon which the local assessing officials receive written notice of the change of use from the landowner or his agent, or within 18 months of the date the local assessing officials actually discover that the land use change tax is due and payable" (RSA 79-A: 7-II C).** The land use change tax bill is due 30 days after the mailing of the tax bill. Although the land may no longer qualify for Current Use and is subject to a land use change tax, for assessment purposes the land shall remain in Current Use until April 1st following the date that it no longer qualifies.

Map ID: 256-29-0: The subject is a 4.44-acre improved parcel located on Pebble Hill Rd. The parcel is zoned Rural/Agricultural, which requires a 3-acre minimum sized lot for approval. It was purchased as a vacant lot on 10/15/24. The sale price at the time was $82,500. A new home was built on this parcel in 2024. The owner then sold the new home and land for $499,000 on 2/11/2025.
The reason this no longer qualifies is because it no longer meets the requirements to remain under CU. Smaller parcels less than 10-acres must be contiguous with others under the same ownership to qualify for Current Use.

New Hampshire RSA 79-A: 7 address the Land Use Change Tax as follows:

I. Land which has been classified as open space land and assessed at current use values on or after April 1, 1974, pursuant to this chapter shall be subject to a land use change tax when it is changed to a use which does not qualify for current use assessment. Notwithstanding the provisions of RSA 75:1, the tax shall be at the rate of 10 percent of the full and true value determined without regard to the current use value of the land which is subject to a non-qualifying use or any equalized value factor used by the municipality or the county in the case of unincorporated towns or unorganized places in which the land is located. Notwithstanding the provisions of RSA 76:2, such assessed value shall be determined as of the actual date of the change in land use if such date is not April 1. This tax shall be in addition to the annual real estate tax imposed upon the property, and shall be due and payable upon the change in land use. Nothing in this paragraph shall be construed to require payment of an additional land use change tax when the use is changed from one non-qualifying use to another non-qualifying use. The tax imposed by this section is a tax on the change of use of the land and not a tax on the land itself. The property tax exemptions under RSA

72:23 shall not apply to the land use change tax and no person or entity shall be exempt from payment of the land use change tax.

I-a. Land which is classified as open space land and assessed at current use values shall be assessed at current use values until a change in land use occurs pursuant to RSA 79-A:7, IV, V, or VI.

II. The land use change tax shall be due and payable by the owner, or by the responsible party pursuant to RSA 79-A:7, VI(e), at the time of the change in use to the town or city in which the property is located. If the property is located in an unincorporated town or unorganized place, the tax shall be due and payable by the owner or responsible party at the time of the change in use to the county in which the property is located. Moneys paid to a county from the land use change tax shall be used, in addition to any other funds, to pay for the cost of the services provided in RSA 28:7-a and 7-b. The land use change tax shall be due and payable according to the following procedure:

(a) The commissioner shall prescribe and issue forms to the local assessing officials for the land use change tax bill which shall provide a description of the property which is subject to a non-qualifying use, the RSA 75:1 full value assessment, and the tax payable.

(b) The prescribed form shall be prepared in quadruplicate; the original, duplicate, and triplicate copy of the form shall be given to the collector of taxes for collection of the land use change tax along with a special tax warrant authorizing the collector to collect the land use change tax assessed under the warrant; the quadruplicate copy of the form shall be retained by the local assessing officials for their records.

(c) Upon receipt of the land use change tax warrant and the prescribed forms, the tax collector shall mail the duplicate copy of the tax bill to the owner responsible for the tax as the notice thereof. Such bill shall be mailed, at the latest, within 18 months of the date upon which the local assessing officials receive written notice of the change of use from the landowner or his or her agent, or within 18 months of the date the local assessing officials actually discover that the land use change tax is due and payable. Upon receipt of payment, but except for proceedings under RSA 79-A:7, VI(e), the collector shall forward the original tax bill to the register of deeds of the county in which the land is located for the purpose of releasing recorded contingent liens required under RSA 79-A:5, VI. The tax bill shall state clearly whether all, or only a portion, of the land affected by the notice of contingent lien is subject to release. The recording fee charged by the register of deeds shall be paid by the owner of the land in accordance with the fees to which the register of deeds is entitled under RSA 478:17-g, I.

(d) Payment of the land use change tax, together with the recording fees due the register of deeds, shall be due not later than 30 days after mailing of the tax bills for such tax, and interest at the rate of 18 percent per annum shall be due thereafter on any taxes not paid within the 30-day period.

(e) All land use change tax assessments levied under this section shall, on the date of the change in use, create a lien upon the lands on account of which they are made and against the owner of record of such land or against the responsible party pursuant to RSA 79-A:7, VI(e). Furthermore, such liens shall continue for a period of 18 months following the date upon which the local assessing officials receive written notice of the change of use from the landowner or his agent, or the date the local assessing officials actually discover that the land use change tax is due and payable, and such assessment shall be subject to statutory collection proceedings against real estate as prescribed by RSA 80.

(f) Thereafter, the land which has changed to a use which does not qualify for current use assessment shall be taxed at its full RSA 75:1 value. The land shall again become eligible for current use assessment if it meets the open space criteria established by the board under RSA 79-A:4, I.

III. Whenever land of non-uniform value shall be subject to the land use change tax under this section, or whenever the full value assessment for the land subject to the tax shall not be readily available then the local assessing officials shall assess the RSA 75:1 full value of such land and the land use change tax shall be paid upon such assessed value.

IV. For purposes of this section land use shall be considered changed and the land use change tax shall become payable when:

(a) Actual construction begins on the site causing physical changes in the earth, such as building a road to serve existing or planned residential, commercial, industrial, or institutional buildings; or installation of sewer, water, electrical or other utilities or services to serve existing or planned residential, commercial,

industrial, institutional or commercial buildings; or excavating or grading the site for present or future construction of buildings; or any other act consistent with the construction of buildings on the site; except that roads for agricultural, recreational, watershed or forestry purposes are exempt.

(b) Topsoil, gravel or minerals are excavated or dug from the site; except:

(1) Removal of topsoil in the process of harvesting a sod farm crop in amounts which will not deplete the topsoil; and

(2) Removal of gravel and other materials for construction and maintenance of roads and lands for agricultural and forestry purposes within the qualifying property of the owner or, with the approval of local authorities, to other qualifying property of the owner.

Sale of excavated materials shall constitute a land use change of the property from which the material was excavated. The site shall be reclaimed when the construction or maintenance project is completed to mitigate environmental and aesthetic effects of the excavation. Both project completion time and acceptability of reclamation shall be determined by local authorities. The owner shall keep local officials informed in writing of plans to remove and use of soil material from qualifying lands for purposes of this subparagraph and to assure conformance with any local ordinances, as well as plans for reclamation of the site. Fully reclaimed land shall be eligible for current use assessment if it meets open space criteria established by the board under RSA 79-A:4, I, whether or not such land was under current use assessment prior to the excavation.

(c) By reason of size, the site no longer conforms to criteria established by the board under RSA 79-A:4, I.

V. The amount of land which has changed to a use which does not qualify for current use assessment and on which the land use change tax shall be assessed in the circumstances delineated in RSA 79-A:7, IV shall be according to rules adopted pursuant to RSA 541-A by the chairman of the board, based upon the recommendation of the board. Except in the case of land which has changed to a use which does not qualify for current use assessment due to size, only the number of acres on which an actual physical change has taken place shall become subject to the land use change tax, and land not physically changed shall remain under current use assessment, except as follows:

(a) When a road is constructed or other utilities installed pursuant to a development plan which has received all necessary local, state or federal approvals, all lots or building sites, including roads and utilities, shown on the plan and served by such road or utilities shall be considered changed in use, with the exception of any lot or site, or combination of adjacent lots or sites shown thereon which are under the same ownership, and large enough to remain qualified for current use assessment; provided, however, that if any physical changes are made to the land prior to the issuance of any required local, state or federal permit or approval, or if such changes otherwise violate any local, state or federal law, ordinance or rule, the local assessing officials may delay the assessment of the land use change tax until any and all required permits or approvals have been secured, or illegal actions remedied, and may base the land use change tax assessed under RSA 79-A:7 upon the land's full and true value at that later time.

(b) When land is required to remain undeveloped to satisfy density, setback, or other local, state, or federal requirements as part of the approval of a plan of a contiguous development area, such land shall be considered changed to a use which does not qualify for current use assessment at the time any portion of such development area is physically changed to a non-qualifying use. However, application of the land use change tax to such development area shall continue to be in accordance with subparagraph (a).

(c) When a road is constructed or utilities installed pursuant to a condominium development plan, only the development area shall be removed from current use along with the percentage interest in the open space land assigned to the unit or units within that development area.

VI. For purposes of this section, land use shall not be considered changed and the land use change tax shall not be assessed when:

(a) Land under current use is taken by eminent domain or any other type of governmental taking which would cause the use change penalty to be invoked because, by reason of an actual physical change or by reason of size, the site no longer conforms to criteria established by the board under RSA 79-A:4, I.

(b) Land abutting a site taken by eminent domain or any other governmental taking upon which construction is in progress is used to stockpile earth taken from the construction site. Stockpiled earth may be removed at a later date after written notification to the appropriate local official.

(c) Land accorded current use assessment in one category is changed in use to any other qualifying

category.

(d) Land unadj. Site valueder current use assessment is eligible for conservation restriction assessment pursuant to RSA 79-B. Such land shall then be allowed to change from current use assessment to conservation restriction assessment with no land use change tax being applied.

(e) A road is constructed on an existing right-of-way on current use land solely for the purpose of access to an adjoining lot where the owner of the land in current use does no other activity changing the use of the land under this section and does not share any ownership interest in the adjoining lot. Provided, however, and notwithstanding any other provision of law to the contrary, that if such road construction on an existing right-of-way would constitute a change in use if done by the owner of the land in current use, then the owner of such adjoining property utilizing the road for access shall be responsible for and shall be assessed the land use change tax penalty as provided for in this section. Enforcement and collection proceedings shall be applied to the party responsible for the payment of the penalty under this subparagraph.

VII. When land which is accorded current use assessment in one category is changed in use to any other qualifying category as provided in subparagraph VI(c), the owner of the land shall notify the local assessing officials in writing of the change in use at the time that the change in use is made. If a land owner fails to provide the notice required under this paragraph, he may be fined not more than $50 at the discretion of the town or city.

The minimum-zoned lot size is 3.0 acre. Recent sales review of improved parcels showed a base rate of $100,000 as improved was appropriate.
Vacant sales showed a median rate of $80,000. An adjustment factor of 0.80 was used for the 2024 Town-wide re-assessment of property.
The subject vacant parcel sold 10/15/24 for the sale price of $82,500. This sale supports the data examined and is a good indicator of market value.

$100,000 site x 0.80 factor as vacant = $80,000 site value as vacant.

The subject parcel is a 4.44-acre lot. In addition to the 3.0-acre site, the remaining 1.44-acres (excess rear acreage) must also be considered. Examination of larger vacant parcel sales show a cost per acre of $2500 to be reasonable.

A reasonable opinion of value for this penalty is $82,500 (rounded).

Therefore, the sales price of $82,500 is the best indicator of value.
A Land Use Change Penalty equal to 10% of current market value would be $8,250.

If you have any questions regarding this information, please call me at 313-7962.

Sincerely,

David Marazoff, CNHA
Assessing Agent

FORM
A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

MUNICIPALITY LAND USE CHANGE TAX BILL

STEP 1 - LAND USE CHANGE TAX TO BE BILLED TO:

☐ **PROPERTY OWNER(S) OR** ☐ **RIGHT OF WAY RESPONSIBLE PARTY LISTED BELOW:**

PLEASE TYPE OR PRINT

LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
FOUGERE HOMES LLC		
LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL

MAILING ADDRESS		
48 COOTBAY DR		
MUNICIPALITY	STATE	ZIP CODE
RINDGE	**NH**	**03461**

STEP 2 - PARCEL IDENTIFICATION OF DISQUALIFIED CURRENT USE LAND

PLEASE TYPE OR PRINT

(a) RIGHT OF WAY LAND USE CHANGE TAX - PROVIDE NAME OF LANDOWNER ON WHICH THE RIGHT OF WAY IS LOCATED

(b) ACCESSIBLE STREET LOCATION	MUNICIPALITY	COUNTY
WINCH HILL RD	**SWANZEY**	**CHESHIRE**

(c) TOTAL ACRES OF PARCEL	PARCEL TAX MAP AND LOT #		DEED BOOK AND PAGE #	
5.09	**256**	**27**	**3302**	**1353**

(d) CHECK ONE BELOW:

☐ PARTIAL RELEASE ☒ FULL RELEASE ☐ RIGHT OF WAY LAND USE CHANGE TAX

NOTE: A separate land use change tax (LUCT) must be submitted for each separate parcel of land.

STEP 3 - DOCUMENTATION AND FEE FOR PROPERTY TO BE ENROLLED IN CURRENT USE (CU)

(a) Owners Name When Land Was First Recorded in Current Use:	DEED BOOK AND PAGE #	
DORIS FERNER	**750**	**467**
(b) Total Number of Acres Originally Enrolled in Current Use	**18.75**	
(c) Total Number of Acres Previously Released Since The Original Recording	**7.53**	
(d) Number of Acres Subject to the LUCT Per This Assessment	**5.09**	
(e) Number of Acres Remaining in Current Use [3(b) minus 3(c) and 3(d)]	**2.44**	

FORM
A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

MUNICIPALITY LAND USE CHANGE TAX BILL

(continued)

STEP 4 - ASSESSMENT OF LAND USE CHANGE TAX

(a) Narrative Description of the Disqualification: **NO LONGER MEETS CURRENT USE CRITERIA**	
(b) Actual Date of Change in Use (MM/DD/YYYY)	3/6/2025
(c) Full and True Market Value at Time of Change in Use	$ 85000
(d) Land Use Change Tax [Step 4(c) multiplied by 10%]	$ 8500

STEP 5 - SIGNATURES OF A MAJORITY OF THE MUNICIPAL ASSESSING OFFICIALS

TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE (in black or dark blue ink)	DATE
W WILLIAM HUTWELKER III		
JAMES TEMPESTA		
MARK LABELLE		

STEP 6 - BILL LAND USE CHANGE TAX TO: (COMPLETED BY MUNICIPAL ASSESSING OFFICIALS)

LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
FOUGERE HOMES LLC		
MAILING ADDRESS: 48 COOTBAY DR		
MUNICIPALITY: RINDGE	STATE: NH	ZIP CODE: 03461
(b) Actual Date of Change in Use (MM/DD/YYYY)		3/6/2025
(c) Date of Land Use Change Tax Bill (MM/DD/YYYY)		8/20/2025
(d) Full and True Market Value at Time of Change in Use		$ 85,000
(e) Land Use Change Tax Due		$ 8500

FORM
A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

MUNICIPALITY LAND USE CHANGE TAX BILL

(continued)

STEP 7 - CHECKS PAYABLE AND MAILED TO: (COMPLETED BY MUNICIPAL TAX COLLECTOR)

(a) MAKE CHECKS PAYABLE TO: **Town of Swanzey**		
(b) MAIL TO: **PO BOX 10009**		
MAILING ADDRESS: **620 Old Homestead Hwy**		
MUNICIPALITY **Swanzey**	STAT **NH**	ZIP CODE **03446**
(c) MUNICIPAL TAX COLLECTOR PHYSICAL OFFICE LOCATION: **Kevin Westcott/620 Old Homestead Hwy, Swanzey NH 03446**		
(d) MUNICIPAL TAX COLLECTOR OFFICE HOURS: **Monday-Thursday 8:00-5:00, Friday 8:00-12:00**		
(e) LAND USE CHANGE EXEMPT FROM RECORDING RSA 79-A:7, I (c): ☐ Yes ☐ No		
(f) RECORDING FEE: INCLUDE A SEPARATE CHECK IN THE AMOUNT OF $ **20.00**		
PAYABLE TO: **Cheshire County Registry of Deeds**		
(g) PAYMENT OF THE LAND USE CHANGE TAX IS DUE NO LATER THAN 30 DAYS AFTER MAILING OF THIS BILL. INTEREST, AT THE RATE OF 18% PER ANNUM, SHALL BE DUE IF THE TAX IS NOT PAID ON OR BEFORE: **Sept 22, 2025**		

STEP 8 - ACKNOWLEDGEMENT OF PAYMENT (COMPLETED BY MUNICIPAL TAX C OLLECTOR)

TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE OF MUNICIPAL TAX COLLECTOR (in black or dark blue ink)	DATE OF PAYMENT

FORM
A-5W

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

WARRANT FOR LAND USE CHANGE TAX

STEP 1 - TAX COLLECTOR'S WARRANT FOR LAND USE CHANGE TAX IN THE MUNICIPALITY OF:

NAME OF MUNICIPALITY		
TOWN OF SWANZEY		
STREET ADDRESS		
620 OLD HOMESTEAD HWY		
MAILING ADDRESS		
PO BOX 10009		
MUNICIPALITY	STATE	ZIP CODE
SWANZEY	NH	03446

STEP 2 - COLLECTION OF LAND USE CHANGE TAX

(a) State of New Hampshire, County of: CHESHIRE		
(b) To: KEVIN WESTCOTT		Municipal Collector of taxes
(c) for the municipality of: SWANZEY		in said County.
(d) In the name of said State you are directed to collect the **LAND USE CHANGE TAX** in the list herewith committed to you, amounting in all of the sum of: Interest at 18% will be assessed after 30 days.	$	8500.00
(e) Given under our hands at TOWN OF SWANZEY		
(f) This day of Aug 20, 2025		
(g) LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY FOUGERE HOMES LLC.		
LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY MAILING ADDRESS 48 COOTBAY DR., RINDGE NH 03461		
(h) MUNICIPAL TAX MAP 256	LOT NUMBER 27	

STEP 3 - SIGNATURES OF A MAJORITY OF THE MUNICIPAL ASSESSING OFFICIALS

TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE (in black or dark blue ink)	DATE
W. WILLIAM HUTWELKER		
JAMES TEMPESTA		
MARK LABELLE		

Marazoff Assessing Services, LLC
21 June Street, Keene, NH 03431 ♦ Phone: (603) 313-7962 ♦ e-mail: dave@dmarassess.com

August 8, 2025

Board of Selectmen
Town of Swanzey
620 Old Homestead Hwy
Swanzey, NH 03446

Re: Land Use Change Tax
Fougere Homes LLC
48 Cootbay Dr.
Rindge, NH 03461

MAP ID# 256/ 27/ 0/ 0/

Dear Members of the Board:

For reasons pertaining to RSA 79-A:7 and Cub 307.01, the following property, or portions thereof no longer qualifies for Current Use and is subject to a land use change tax. Per RSA 79-A:7-1, "the tax shall be at the rate of 10 percent of the full and true value determined without regard to the Current Use value of the land" and "shall be determined as of the actual date of the change in land use if such date is not April 1st". "The land use change tax shall be due and payable by the owner at the time of the change in use to the town in which the property is located" (RSA 79-A: 7-II). **The land use change tax bill "shall be mailed at the latest, within 18 months of the date upon which the local assessing officials receive written notice of the change of use from the landowner or his agent, or within 18 months of the date the local assessing officials actually discover that the land use change tax is due and payable" (RSA 79-A: 7-II C).** The land use change tax bill is due 30 days after the mailing of the tax bill. Although the land may no longer qualify for Current Use and is subject to a land use change tax, for assessment purposes the land shall remain in Current Use until April 1st following the date that it no longer qualifies.

Map ID: 256-27-0: The subject is a 5.09-acre vacant parcel located on Winch Hill Rd. The parcel is zoned Rural/Agricultural, which requires a 3-acre minimum sized lot for approval. It was purchased as a vacant lot on 3/6/25. The sale price at the time was $87,000.
The reason this no longer qualifies is because it no longer meets the requirements to remain under CU. Smaller parcels less than 10-acres must be contiguous with others under the same ownership to qualify for Current Use.

New Hampshire RSA 79-A: 7 address the Land Use Change Tax as follows:

I. Land which has been classified as open space land and assessed at current use values on or after April 1, 1974, pursuant to this chapter shall be subject to a land use change tax when it is changed to a use which does not qualify for current use assessment. Notwithstanding the provisions of RSA 75:1, the tax shall be at the rate of 10 percent of the full and true value determined without regard to the current use value of the land which is subject to a non-qualifying use or any equalized value factor used by the municipality or the county in the case of unincorporated towns or unorganized places in which the land is located. Notwithstanding the provisions of RSA 76:2, such assessed value shall be determined as of the actual date of the change in land use if such date is not April 1. This tax shall be in addition to the annual real estate tax imposed upon the property, and shall be due and payable upon the change in land use. Nothing in this paragraph shall be construed to require payment of an additional land use change tax when the use is changed from one non-qualifying use to another non-qualifying use. The tax imposed by this section is a tax on the change of use of the land and not a tax on the land itself. The property tax exemptions under RSA 72:23 shall not apply to the land use change tax and no person or entity shall be exempt from payment of the land use change tax.

I-a. Land which is classified as open space land and assessed at current use values shall be assessed at current use values until a change in land use occurs pursuant to RSA 79-A:7, IV, V, or VI.

II. The land use change tax shall be due and payable by the owner, or by the responsible party pursuant to RSA 79-A:7, VI(e), at the time of the change in use to the town or city in which the property is located. If the property is located in an unincorporated town or unorganized place, the tax shall be due and payable by the owner or responsible party at the time of the change in use to the county in which the property is located. Moneys paid to a county from the land use change tax shall be used, in addition to any other funds, to pay for the cost of the services provided in RSA 28:7-a and 7-b. The land use change tax shall be due and payable according to the following procedure:

(a) The commissioner shall prescribe and issue forms to the local assessing officials for the land use change tax bill which shall provide a description of the property which is subject to a non-qualifying use, the RSA 75:1 full value assessment, and the tax payable.

(b) The prescribed form shall be prepared in quadruplicate; the original, duplicate, and triplicate copy of the form shall be given to the collector of taxes for collection of the land use change tax along with a special tax warrant authorizing the collector to collect the land use change tax assessed under the warrant; the quadruplicate copy of the form shall be retained by the local assessing officials for their records.

(c) Upon receipt of the land use change tax warrant and the prescribed forms, the tax collector shall mail the duplicate copy of the tax bill to the owner responsible for the tax as the notice thereof. Such bill shall be mailed, at the latest, within 18 months of the date upon which the local assessing officials receive written notice of the change of use from the landowner or his or her agent, or within 18 months of the date the local assessing officials actually discover that the land use change tax is due and payable. Upon receipt of payment, but except for proceedings under RSA 79-A:7, VI(e), the collector shall forward the original tax bill to the register of deeds of the county in which the land is located for the purpose of releasing recorded contingent liens required under RSA 79-A:5, VI. The tax bill shall state clearly whether all, or only a portion, of the land affected by the notice of contingent lien is subject to release. The recording fee charged by the register of deeds shall be paid by the owner of the land in accordance with the fees to which the register of deeds is entitled under RSA 478:17-g, I.

(d) Payment of the land use change tax, together with the recording fees due the register of deeds, shall be due not later than 30 days after mailing of the tax bills for such tax, and interest at the rate of 18 percent per annum shall be due thereafter on any taxes not paid within the 30-day period.

(e) All land use change tax assessments levied under this section shall, on the date of the change in use, create a lien upon the lands on account of which they are made and against the owner of record of such land or against the responsible party pursuant to RSA 79-A:7, VI(e). Furthermore, such liens shall continue for a period of 18 months following the date upon which the local assessing officials receive written notice of the change of use from the landowner or his agent, or the date the local assessing officials actually discover that the land use change tax is due and payable, and such assessment shall be subject to statutory collection proceedings against real estate as prescribed by RSA 80.

(f) Thereafter, the land which has changed to a use which does not qualify for current use assessment shall be taxed at its full RSA 75:1 value. The land shall again become eligible for current use assessment if it meets the open space criteria established by the board under RSA 79-A:4, I.

III. Whenever land of non-uniform value shall be subject to the land use change tax under this section, or whenever the full value assessment for the land subject to the tax shall not be readily available then the local assessing officials shall assess the RSA 75:1 full value of such land and the land use change tax shall be paid upon such assessed value.

IV. For purposes of this section land use shall be considered changed and the land use change tax shall become payable when:

(a) Actual construction begins on the site causing physical changes in the earth, such as building a road to serve existing or planned residential, commercial, industrial, or institutional buildings; or installation of sewer, water, electrical or other utilities or services to serve existing or planned residential, commercial, industrial, institutional or commercial buildings; or excavating or grading the site for present or future construction of buildings; or any other act consistent with the construction of buildings on the site; except

that roads for agricultural, recreational, watershed or forestry purposes are exempt.

(b) Topsoil, gravel or minerals are excavated or dug from the site; except:

(1) Removal of topsoil in the process of harvesting a sod farm crop in amounts which will not deplete the topsoil; and

(2) Removal of gravel and other materials for construction and maintenance of roads and lands for agricultural and forestry purposes within the qualifying property of the owner or, with the approval of local authorities, to other qualifying property of the owner.

Sale of excavated materials shall constitute a land use change of the property from which the material was excavated. The site shall be reclaimed when the construction or maintenance project is completed to mitigate environmental and aesthetic effects of the excavation. Both project completion time and acceptability of reclamation shall be determined by local authorities. The owner shall keep local officials informed in writing of plans to remove and use of soil material from qualifying lands for purposes of this subparagraph and to assure conformance with any local ordinances, as well as plans for reclamation of the site. Fully reclaimed land shall be eligible for current use assessment if it meets open space criteria established by the board under RSA 79-A:4, I, whether or not such land was under current use assessment prior to the excavation.

(c) By reason of size, the site no longer conforms to criteria established by the board under RSA 79-A:4, I.

V. The amount of land which has changed to a use which does not qualify for current use assessment and on which the land use change tax shall be assessed in the circumstances delineated in RSA 79-A:7, IV shall be according to rules adopted pursuant to RSA 541-A by the chairman of the board, based upon the recommendation of the board. Except in the case of land which has changed to a use which does not qualify for current use assessment due to size, only the number of acres on which an actual physical change has taken place shall become subject to the land use change tax, and land not physically changed shall remain under current use assessment, except as follows:

(a) When a road is constructed or other utilities installed pursuant to a development plan which has received all necessary local, state or federal approvals, all lots or building sites, including roads and utilities, shown on the plan and served by such road or utilities shall be considered changed in use, with the exception of any lot or site, or combination of adjacent lots or sites shown thereon which are under the same ownership, and large enough to remain qualified for current use assessment; provided, however, that if any physical changes are made to the land prior to the issuance of any required local, state or federal permit or approval, or if such changes otherwise violate any local, state or federal law, ordinance or rule, the local assessing officials may delay the assessment of the land use change tax until any and all required permits or approvals have been secured, or illegal actions remedied, and may base the land use change tax assessed under RSA 79-A:7 upon the land's full and true value at that later time.

(b) When land is required to remain undeveloped to satisfy density, setback, or other local, state, or federal requirements as part of the approval of a plan of a contiguous development area, such land shall be considered changed to a use which does not qualify for current use assessment at the time any portion of such development area is physically changed to a non-qualifying use. However, application of the land use change tax to such development area shall continue to be in accordance with subparagraph (a).

(c) When a road is constructed or utilities installed pursuant to a condominium development plan, only the development area shall be removed from current use along with the percentage interest in the open space land assigned to the unit or units within that development area.

VI. For purposes of this section, land use shall not be considered changed and the land use change tax shall not be assessed when:

(a) Land under current use is taken by eminent domain or any other type of governmental taking which would cause the use change penalty to be invoked because, by reason of an actual physical change or by reason of size, the site no longer conforms to criteria established by the board under RSA 79-A:4, I.

(b) Land abutting a site taken by eminent domain or any other governmental taking upon which construction is in progress is used to stockpile earth taken from the construction site. Stockpiled earth may be removed at a later date after written notification to the appropriate local official.

(c) Land accorded current use assessment in one category is changed in use to any other qualifying category.

(d) Land unadj. Site valueder current use assessment is eligible for conservation restriction assessment

pursuant to RSA 79-B. Such land shall then be allowed to change from current use assessment to conservation restriction assessment with no land use change tax being applied.

(e) A road is constructed on an existing right-of-way on current use land solely for the purpose of access to an adjoining lot where the owner of the land in current use does no other activity changing the use of the land under this section and does not share any ownership interest in the adjoining lot. Provided, however, and notwithstanding any other provision of law to the contrary, that if such road construction on an existing right-of-way would constitute a change in use if done by the owner of the land in current use, then the owner of such adjoining property utilizing the road for access shall be responsible for and shall be assessed the land use change tax penalty as provided for in this section. Enforcement and collection proceedings shall be applied to the party responsible for the payment of the penalty under this subparagraph.

VII. When land which is accorded current use assessment in one category is changed in use to any other qualifying category as provided in subparagraph VI(c), the owner of the land shall notify the local assessing officials in writing of the change in use at the time that the change in use is made. If a land owner fails to provide the notice required under this paragraph, he may be fined not more than $50 at the discretion of the town or city.

The minimum-zoned lot size is 3.0 acre. Recent sales review of improved parcels showed a base rate of $100,000 as improved was appropriate.
Vacant sales showed a median rate of $80,000. An adjustment factor of 0.80 was used for the 2024 Town-wide re-assessment of property.
The subject vacant parcel sold 3/6/25 for the sale price of $87,000. This sale supports the data examined and is a good indicator of market value.

$100,000 site x 0.80 factor as vacant = $80,000 site value as vacant.

The subject parcel is a 5.09-acre lot. In addition to the 3.0-acre site, the remaining 2.09-acres (excess rear acreage) must also be considered. Examination of larger vacant parcel sales show a cost per acre of $2500 to be reasonable.

A reasonable opinion of value for this penalty is $85,000 (rounded).

The sales price of $87,000 is the best indicator of value and supports the analysis performed.
A Land Use Change Penalty equal to 10% of current market value would be $8,500.

If you have any questions regarding this information, please call me at 313-7962.

Sincerely,

David Marazoff, CNHA
Assessing Agent

FORM
A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

MUNICIPALITY LAND USE CHANGE TAX BILL

STEP 1- LAND USE CHANGE TAX TO BE BILLED TO:

☐ PROPERTY OWNER(S) OR ☐ RIGHT OF WAY RESPONSIBLE PARTY LISTED BELOW:

PLEASE TYPE OR PRINT

LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
CAMUSO	ANTHONY	
CAMUSO	LOIS	

MAILING ADDRESS: **9 WINCH HILL RD**

MUNICIPALITY	STATE	ZIP CODE
SWANZEY	NH	03446

STEP 2 - PARCEL IDENTIFICATION OF DISQUALIFIED CURRENT USE LAND

PLEASE TYPE OR PRINT

(a) RIGHT OF WAY LAND USE CHANGE TAX - PROVIDE NAME OF LANDOWNER ON WHICH THE RIGHT OF WAY IS LOCATED

(b) ACCESSIBLE STREET LOCATION	MUNICIPALITY	COUNTY
WINCH HILL RD	SWANZEY	CHESHIRE

(c) TOTAL ACRES OF PARCEL	PARCEL TAX MAP AND LOT #		DEED BOOK AND PAGE #	
3.09	256	28	3293	327

(d) CHECK ONE BELOW:

☐ PARTIAL RELEASE ☒ FULL RELEASE ☐ RIGHT OF WAY LAND USE CHANGE TAX

NOTE: A separate land use change tax (LUCT) must be submitted for each separate parcel of land.

STEP 3 - DOCUMENTATION AND FEE FOR PROPERTY TO BE ENROLLED IN CURRENT USE (CU)

(a) Owners Name When Land Was First Recorded in Current Use:	DEED BOOK AND PAGE #	
DORIS FERNER	750	467
(b) Total Number of Acres Originally Enrolled in Current Use	18.75	
(c) Total Number of Acres Previously Released Since The Original Recording	4.44	
(d) Number of Acres Subject to the LUCT Per This Assessment	3.09	
(e) Number of Acres Remaining in Current Use [3(b) minus 3(c) and 3(d)]	11.22	

FORM
A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

MUNICIPALITY LAND USE CHANGE TAX BILL

(continued)

STEP 4 - ASSESSMENT OF LAND USE CHANGE TAX

(a) Narrative Description of the Disqualification: **NO LONGER MEETS CURRENT USE CRITERIA**	
(b) Actual Date of Change in Use (MM/DD/YYYY)	**11/20/2024**
(c) Full and True Market Value at Time of Change in Use	$ **80000**
(d) Land Use Change Tax [Step 4(c) multiplied by 10%]	$ **8000**

STEP 5 - SIGNATURES OF A MAJORITY OF THE MUNICIPAL ASSESSING OFFICIALS

TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE (in black or dark blue ink)	DATE
W WILLIAM HUTWELKER III		
JAMES TEMPESTA		
MARK LABELLE		

STEP 6 - BILL LAND USE CHANGE TAX TO: (COMPLETED BY MUNICIPAL ASSESSING OFFICIALS)

LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
CAMUSO	**ANTHONY**	
MAILING ADDRESS **9 WINCH HILL RD**		
MUNICIPALITY **SWANZEY**	STATE **NH**	ZIP CODE **03446**

(b) Actual Date of Change in Use (MM/DD/YYYY)	11/20/2024
(c) Date of Land Use Change Tax Bill (MM/DD/YYYY)	8/20/2025
(d) Full and True Market Value at Time of Change in Use	$ 80000
(e) Land Use Change Tax Due	$ 8000

FORM
A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

MUNICIPALITY LAND USE CHANGE TAX BILL

(continued)

STEP 7 - CHECKS PAYABLE AND MAILED TO: (COMPLETED BY MUNICIPAL TAX COLLECTOR)

(a) MAKE CHECKS PAYABLE TO: **Town of Swanzey**		
(b) MAIL TO: **PO BOX 10009**		
MAILING ADDRESS: **620 Old Homestead Hwy**		
MUNICIPALITY **Swanzey**	STAT **NH**	ZIP CODE **03446**
(c) MUNICIPAL TAX COLLECTOR PHYSICAL OFFICE LOCATION: **Kevin Westcott/620 Old Homestead Hwy, Swanzey NH 03446**		
(d) MUNICIPAL TAX COLLECTOR OFFICE HOURS: **Monday-Thursday 8:00-5:00, Friday 8:00-12:00**		
(e) LAND USE CHANGE EXEMPT FROM RECORDING RSA 79-A:7, I (c): ☐ Yes ☐ No		
(f) RECORDING FEE: INCLUDE A SEPARATE CHECK IN THE AMOUNT OF $ **20.00**		
PAYABLE TO: **Cheshire County Registry of Deeds**		
(g) PAYMENT OF THE LAND USE CHANGE TAX IS DUE NO LATER THAN 30 DAYS AFTER MAILING OF THIS BILL. INTEREST, AT THE RATE OF 18% PER ANNUM, SHALL BE DUE IF THE TAX IS NOT PAID ON OR BEFORE: **Sept 22, 2025**		

STEP 8 - ACKNOWLEDGEMENT OF PAYMENT (COMPLETED BY MUNICIPAL TAX C OLLECTOR)

TYPE OR PRINT NAME (In black or dark blue ink)	SIGNATURE OF MUNICIPAL TAX COLLECTOR (In black or dark blue ink)	DATE OF PAYMENT

FORM
A-5W

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

WARRANT FOR LAND USE CHANGE TAX

STEP 1 - TAX COLLECTOR'S WARRANT FOR LAND USE CHANGE TAX IN THE MUNICIPALITY OF:

NAME OF MUNICIPALITY		
TOWN OF SWANZEY		
STREET ADDRESS		
620 OLD HOMESTEAD HWY		
MAILING ADDRESS		
PO BOX 10009		
MUNICIPALITY	STATE	ZIP CODE
SWANZEY	NH	**03446**

STEP 2 - COLLECTION OF LAND USE CHANGE TAX

(a) State of New Hampshire, County of: CHESHIRE		
(b) To: KEVIN WESTCOTT		Municipal Collector of taxes
(c) for the municipality of: SWANZEY		in said County.
(d) In the name of said State you are directed to collect the **LAND USE CHANGE TAX** in the list herewith committed to you, amounting in all of the sum of: Interest at 18% will be assessed after 30 days.	$	8000.00
(e) Given under our hands at TOWN OF SWANZEY		
(f) This day of Aug 20, 2025		
(g) LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY CAMUSO, ANTHONY & LOIS		
LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY MAILING ADDRESS 9 WINCH HILL RD, SWANZEY NH 03446		
(h) MUNICIPAL TAX MAP 256	LOT NUMBER 28	

STEP 3 - SIGNATURES OF A MAJORITY OF THE MUNICIPAL ASSESSING OFFICIALS

TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE (In black or dark blue ink)	DATE
W. WILLIAM HUTWELKER		
TYPE OR PRINT NAME (in black or dark blue ink) JAMES TEMPESTA	SIGNATURE (In black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) MARK LABELLE	SIGNATURE (In black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE (In black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE (In black or dark blue ink)	DATE

Marazoff Assessing Services, LLC
21 June Street, Keene, NH 03431 ♦ Phone: (603) 313-7962 ♦ e-mail: dave@dmarassess.com

August 6, 2025

Board of Selectmen
Town of Swanzey
620 Old Homestead Hwy
Swanzey, NH 03446

Re: Land Use Change Tax
Camuso, Anthony
Camuso, Lois
9 Winch Hill Rd.
Swanzey, NH 03446

MAP ID# 256/ 28/ 0/ 0/

Dear Members of the Board:

For reasons pertaining to RSA 79-A:7 and Cub 307.01, the following property, or portions thereof no longer qualifies for Current Use and is subject to a land use change tax. Per RSA 79-A:7-1, "the tax shall be at the rate of 10 percent of the full and true value determined without regard to the Current Use value of the land" and "shall be determined as of the actual date of the change in land use if such date is not April 1st". "The land use change tax shall be due and payable by the owner at the time of the change in use to the town in which the property is located" (RSA 79-A: 7-II). **The land use change tax bill "shall be mailed at the latest, within 18 months of the date upon which the local assessing officials receive written notice of the change of use from the landowner or his agent, or within 18 months of the date the local assessing officials actually discover that the land use change tax is due and payable" (RSA 79-A: 7-II C).** The land use change tax bill is due 30 days after the mailing of the tax bill. Although the land may no longer qualify for Current Use and is subject to a land use change tax, for assessment purposes the land shall remain in Current Use until April 1st following the date that it no longer qualifies.

Map ID: 256-28-0: The subject is a 3.09-acre improved parcel located on Winch Hill Rd. The parcel is zoned Rural/Agricultural, which requires a 3-acre minimum sized lot for approval. It was purchased as a vacant lot on 10/15/24. The sale price at the time was $80,000. A new home was built on this parcel in 2024. The owner/builder then sold the new home and land for $499,000 on 11/1/2024.
The reason this no longer qualifies is because it no longer meets the requirements to remain under CU. Smaller parcels less than 10-acres must be contiguous with others under the same ownership to qualify for Current Use.

New Hampshire RSA 79-A: 7 address the Land Use Change Tax as follows:

I. Land which has been classified as open space land and assessed at current use values on or after April 1, 1974, pursuant to this chapter shall be subject to a land use change tax when it is changed to a use which does not qualify for current use assessment. Notwithstanding the provisions of RSA 75:1, the tax shall be at the rate of 10 percent of the full and true value determined without regard to the current use value of the land which is subject to a non-qualifying use or any equalized value factor used by the municipality or the county in the case of unincorporated towns or unorganized places in which the land is located. Notwithstanding the provisions of RSA 76:2, such assessed value shall be determined as of the actual date of the change in land use if such date is not April 1. This tax shall be in addition to the annual real estate tax imposed upon the property, and shall be due and payable upon the change in land use. Nothing in this paragraph shall be construed to require payment of an additional land use change tax when the use is changed from one non-qualifying use to another non-qualifying use. The tax imposed by this section is a tax on the change of use of the land and not a tax on the land itself. The property tax exemptions under RSA

72:23 shall not apply to the land use change tax and no person or entity shall be exempt from payment of the land use change tax.

I-a. Land which is classified as open space land and assessed at current use values shall be assessed at current use values until a change in land use occurs pursuant to RSA 79-A:7, IV, V, or VI.

II. The land use change tax shall be due and payable by the owner, or by the responsible party pursuant to RSA 79-A:7, VI(e), at the time of the change in use to the town or city in which the property is located. If the property is located in an unincorporated town or unorganized place, the tax shall be due and payable by the owner or responsible party at the time of the change in use to the county in which the property is located. Moneys paid to a county from the land use change tax shall be used, in addition to any other funds, to pay for the cost of the services provided in RSA 28:7-a and 7-b. The land use change tax shall be due and payable according to the following procedure:

(a) The commissioner shall prescribe and issue forms to the local assessing officials for the land use change tax bill which shall provide a description of the property which is subject to a non-qualifying use, the RSA 75:1 full value assessment, and the tax payable.

(b) The prescribed form shall be prepared in quadruplicate; the original, duplicate, and triplicate copy of the form shall be given to the collector of taxes for collection of the land use change tax along with a special tax warrant authorizing the collector to collect the land use change tax assessed under the warrant; the quadruplicate copy of the form shall be retained by the local assessing officials for their records.

(c) Upon receipt of the land use change tax warrant and the prescribed forms, the tax collector shall mail the duplicate copy of the tax bill to the owner responsible for the tax as the notice thereof. Such bill shall be mailed, at the latest, within 18 months of the date upon which the local assessing officials receive written notice of the change of use from the landowner or his or her agent, or within 18 months of the date the local assessing officials actually discover that the land use change tax is due and payable. Upon receipt of payment, but except for proceedings under RSA 79-A:7, VI(e), the collector shall forward the original tax bill to the register of deeds of the county in which the land is located for the purpose of releasing recorded contingent liens required under RSA 79-A:5, VI. The tax bill shall state clearly whether all, or only a portion, of the land affected by the notice of contingent lien is subject to release. The recording fee charged by the register of deeds shall be paid by the owner of the land in accordance with the fees to which the register of deeds is entitled under RSA 478:17-g, I.

(d) Payment of the land use change tax, together with the recording fees due the register of deeds, shall be due not later than 30 days after mailing of the tax bills for such tax, and interest at the rate of 18 percent per annum shall be due thereafter on any taxes not paid within the 30-day period.

(e) All land use change tax assessments levied under this section shall, on the date of the change in use, create a lien upon the lands on account of which they are made and against the owner of record of such land or against the responsible party pursuant to RSA 79-A:7, VI(e). Furthermore, such liens shall continue for a period of 18 months following the date upon which the local assessing officials receive written notice of the change of use from the landowner or his agent, or the date the local assessing officials actually discover that the land use change tax is due and payable, and such assessment shall be subject to statutory collection proceedings against real estate as prescribed by RSA 80.

(f) Thereafter, the land which has changed to a use which does not qualify for current use assessment shall be taxed at its full RSA 75:1 value. The land shall again become eligible for current use assessment if it meets the open space criteria established by the board under RSA 79-A:4, I.

III. Whenever land of non-uniform value shall be subject to the land use change tax under this section, or whenever the full value assessment for the land subject to the tax shall not be readily available then the local assessing officials shall assess the RSA 75:1 full value of such land and the land use change tax shall be paid upon such assessed value.

IV. For purposes of this section land use shall be considered changed and the land use change tax shall become payable when:

(a) Actual construction begins on the site causing physical changes in the earth, such as building a road to serve existing or planned residential, commercial, industrial, or institutional buildings; or installation of sewer, water, electrical or other utilities or services to serve existing or planned residential, commercial,

industrial, institutional or commercial buildings; or excavating or grading the site for present or future construction of buildings; or any other act consistent with the construction of buildings on the site; except that roads for agricultural, recreational, watershed or forestry purposes are exempt.

(b) Topsoil, gravel or minerals are excavated or dug from the site; except:

(1) Removal of topsoil in the process of harvesting a sod farm crop in amounts which will not deplete the topsoil; and

(2) Removal of gravel and other materials for construction and maintenance of roads and lands for agricultural and forestry purposes within the qualifying property of the owner or, with the approval of local authorities, to other qualifying property of the owner.

Sale of excavated materials shall constitute a land use change of the property from which the material was excavated. The site shall be reclaimed when the construction or maintenance project is completed to mitigate environmental and aesthetic effects of the excavation. Both project completion time and acceptability of reclamation shall be determined by local authorities. The owner shall keep local officials informed in writing of plans to remove and use of soil material from qualifying lands for purposes of this subparagraph and to assure conformance with any local ordinances, as well as plans for reclamation of the site. Fully reclaimed land shall be eligible for current use assessment if it meets open space criteria established by the board under RSA 79-A:4, I, whether or not such land was under current use assessment prior to the excavation.

(c) By reason of size, the site no longer conforms to criteria established by the board under RSA 79-A:4, I.

V. The amount of land which has changed to a use which does not qualify for current use assessment and on which the land use change tax shall be assessed in the circumstances delineated in RSA 79-A:7, IV shall be according to rules adopted pursuant to RSA 541-A by the chairman of the board, based upon the recommendation of the board. Except in the case of land which has changed to a use which does not qualify for current use assessment due to size, only the number of acres on which an actual physical change has taken place shall become subject to the land use change tax, and land not physically changed shall remain under current use assessment, except as follows:

(a) When a road is constructed or other utilities installed pursuant to a development plan which has received all necessary local, state or federal approvals, all lots or building sites, including roads and utilities, shown on the plan and served by such road or utilities shall be considered changed in use, with the exception of any lot or site, or combination of adjacent lots or sites shown thereon which are under the same ownership, and large enough to remain qualified for current use assessment; provided, however, that if any physical changes are made to the land prior to the issuance of any required local, state or federal permit or approval, or if such changes otherwise violate any local, state or federal law, ordinance or rule, the local assessing officials may delay the assessment of the land use change tax until any and all required permits or approvals have been secured, or illegal actions remedied, and may base the land use change tax assessed under RSA 79-A:7 upon the land's full and true value at that later time.

(b) When land is required to remain undeveloped to satisfy density, setback, or other local, state, or federal requirements as part of the approval of a plan of a contiguous development area, such land shall be considered changed to a use which does not qualify for current use assessment at the time any portion of such development area is physically changed to a non-qualifying use. However, application of the land use change tax to such development area shall continue to be in accordance with subparagraph (a).

(c) When a road is constructed or utilities installed pursuant to a condominium development plan, only the development area shall be removed from current use along with the percentage interest in the open space land assigned to the unit or units within that development area.

VI. For purposes of this section, land use shall not be considered changed and the land use change tax shall not be assessed when:

(a) Land under current use is taken by eminent domain or any other type of governmental taking which would cause the use change penalty to be invoked because, by reason of an actual physical change or by reason of size, the site no longer conforms to criteria established by the board under RSA 79-A:4, I.

(b) Land abutting a site taken by eminent domain or any other governmental taking upon which construction is in progress is used to stockpile earth taken from the construction site. Stockpiled earth may be removed at a later date after written notification to the appropriate local official.

(c) Land accorded current use assessment in one category is changed in use to any other qualifying

category.

(d) Land unadj. Site valueder current use assessment is eligible for conservation restriction assessment pursuant to RSA 79-B. Such land shall then be allowed to change from current use assessment to conservation restriction assessment with no land use change tax being applied.

(e) A road is constructed on an existing right-of-way on current use land solely for the purpose of access to an adjoining lot where the owner of the land in current use does no other activity changing the use of the land under this section and does not share any ownership interest in the adjoining lot. Provided, however, and notwithstanding any other provision of law to the contrary, that if such road construction on an existing right-of-way would constitute a change in use if done by the owner of the land in current use, then the owner of such adjoining property utilizing the road for access shall be responsible for and shall be assessed the land use change tax penalty as provided for in this section. Enforcement and collection proceedings shall be applied to the party responsible for the payment of the penalty under this subparagraph.

VII. When land which is accorded current use assessment in one category is changed in use to any other qualifying category as provided in subparagraph VI(c), the owner of the land shall notify the local assessing officials in writing of the change in use at the time that the change in use is made. If a land owner fails to provide the notice required under this paragraph, he may be fined not more than $50 at the discretion of the town or city.

The minimum-zoned lot size is 3.0 acre. Recent sales review of improved parcels showed a base rate of $100,000 as improved was appropriate.
Vacant sales showed a median rate of $80,000 for the 3.0-acre site. An adjustment factor of 0.80 was used for the 2024 Town-wide re-assessment of property.
The subject vacant parcel sold 7/18/24 for the sale price of $80,000. This sale supports the data examined and is a good indicator of market value.

$100,000 site x 0.80 factor as vacant = $80,000 site value as vacant.

The subject parcel is a 3.09-acre lot.

A reasonable opinion of value for this penalty is $80,000 (rounded).

Therefore, the sales price of $80,000 is the best indicator of value.
A Land Use Change Penalty equal to 10% of current market value would be $8,000.

If you have any questions regarding this information, please call me at 313-7962.

Sincerely,

David Marazoff, CNHA
Assessing Agent

FORM
A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

MUNICIPALITY LAND USE CHANGE TAX BILL

STEP 1- LAND USE CHANGE TAX TO BE BILLED TO:

☐ **PROPERTY OWNER(S) OR** ☐ **RIGHT OF WAY RESPONSIBLE PARTY LISTED BELOW:**

PLEASE TYPE OR PRINT

LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
ROBARGE	**DYLAN**	**M**
GORDON	**KELLIE**	**E**

MAILING ADDRESS: **1393 OLD HOMESTEAD HWY**

MUNICIPALITY	STATE	ZIP CODE
SWANZEY	**NH**	**03446**

STEP 2 - PARCEL IDENTIFICATION OF DISQUALIFIED CURRENT USE LAND

PLEASE TYPE OR PRINT

(a) RIGHT OF WAY LAND USE CHANGE TAX - PROVIDE NAME OF LANDOWNER ON WHICH THE RIGHT OF WAY IS LOCATED

(b) ACCESSIBLE STREET LOCATION	MUNICIPALITY	COUNTY
PLD HOMESTEAD HWY	**SWANZEY**	**CHESHIRE**

(c) TOTAL ACRES OF PARCEL	PARCEL TAX MAP AND LOT #		DEED BOOK AND PAGE #	
78	**261**	**31**	**3259**	**595**

(d) CHECK ONE BELOW:

☒ PARTIAL RELEASE ☐ FULL RELEASE ☐ RIGHT OF WAY LAND USE CHANGE TAX

NOTE: A separate land use change tax (LUCT) must be submitted for each separate parcel of land.

STEP 3 - DOCUMENTATION AND FEE FOR PROPERTY TO BE ENROLLED IN CURRENT USE (CU)

(a) Owners Name When Land Was First Recorded in Current Use: **RUTH BALLOU**	DEED BOOK AND PAGE #	
	928	**246**
(b) Total Number of Acres Originally Enrolled in Current Use	**78**	
(c) Total Number of Acres Previously Released Since The Original Recording	**0**	
(d) Number of Acres Subject to the LUCT Per This Assessment	**3**	
(e) Number of Acres Remaining in Current Use [3(b) minus 3(c) and 3(d)]	**75**	

FORM
A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

MUNICIPALITY LAND USE CHANGE TAX BILL

(continued)

STEP 4 - ASSESSMENT OF LAND USE CHANGE TAX

(a) Narrative Description of the Disqualification: **3 ACRES IMPOROVED**	
(b) Actual Date of Change in Use (MM/DD/YYYY)	**7/19/2024**
(c) Full and True Market Value at Time of Change in Use	$ **80000**
(d) Land Use Change Tax [Step 4(c) multiplied by 10%]	$ **8000**

STEP 5 - SIGNATURES OF A MAJORITY OF THE MUNICIPAL ASSESSING OFFICIALS

TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE (in black or dark blue ink)	DATE
W WILLIAM HUTWELKER III		
JAMES TEMPESTA		
MARK LABELLE		

STEP 6 - BILL LAND USE CHANGE TAX TO: (COMPLETED BY MUNICIPAL ASSESSING OFFICIALS)

LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
ROBARGE	**DYLAN**	**M**

MAILING ADDRESS: **1393 OLD HOMESTEAD HWY**

MUNICIPALITY	STATE	ZIP CODE
SWANZEY	**NH**	**03446**

(b) Actual Date of Change in Use (MM/DD/YYYY)	**7/19/2024**
(c) Date of Land Use Change Tax Bill (MM/DD/YYYY)	8/20/2025
(d) Full and True Market Value at Time of Change in Use	$ **80000**
(e) Land Use Change Tax Due	$ **8000**

FORM
A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

MUNICIPALITY LAND USE CHANGE TAX BILL

(continued)

STEP 7 - CHECKS PAYABLE AND MAILED TO: (COMPLETED BY MUNICIPAL TAX COLLECTOR)

(a) MAKE CHECKS PAYABLE TO: **Town of Swanzey**		
(b) MAIL TO: **PO BOX 10009**		
MAILING ADDRESS: **620 Old Homestead Hwy**		
MUNICIPALITY **Swanzey**	STAT **NH**	ZIP CODE **03446**
(c) MUNICIPAL TAX COLLECTOR PHYSICAL OFFICE LOCATION: **Kevin Westcott/620 Old Homestead Hwy, Swanzey NH 03446**		
(d) MUNICIPAL TAX COLLECTOR OFFICE HOURS: **Monday-Thursday 8:00-5:00, Friday 8:00-12:00**		
(e) LAND USE CHANGE EXEMPT FROM RECORDING RSA 79-A:7, I (c): ☐ Yes ☐ No		
(f) RECORDING FEE: INCLUDE A SEPARATE CHECK IN THE AMOUNT OF $ **20.00**		
PAYABLE TO: **Cheshire County Registry of Deeds**		
(g) PAYMENT OF THE LAND USE CHANGE TAX IS DUE NO LATER THAN 30 DAYS AFTER MAILING OF THIS BILL. INTEREST, AT THE RATE OF 18% PER ANNUM, SHALL BE DUE IF THE TAX IS NOT PAID ON OR BEFORE: **Sept 22, 2025**		

STEP 8 - ACKNOWLEDGEMENT OF PAYMENT (COMPLETED BY MUNICIPAL TAX C OLLECTOR)

TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE OF MUNICIPAL TAX COLLECTOR (in black or dark blue ink)	DATE OF PAYMENT

FORM
A-5W

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

WARRANT FOR LAND USE CHANGE TAX

STEP 1 - TAX COLLECTOR'S WARRANT FOR LAND USE CHANGE TAX IN THE MUNICIPALITY OF:

NAME OF MUNICIPALITY		
TOWN OF SWANZEY		
STREET ADDRESS		
620 OLD HOMESTEAD HWY		
MAILING ADDRESS		
PO BOX 10009		
MUNICIPALITY	STATE	ZIP CODE
SWANZEY	NH	03446

STEP 2 - COLLECTION OF LAND USE CHANGE TAX

(a) State of New Hampshire, County of: CHESHIRE	
(b) To: KEVIN WESTCOTT	Municipal Collector of taxes
(c) for the municipality of: SWANZEY	in said County.
(d) In the name of said State you are directed to collect the **LAND USE CHANGE TAX** in the list herewith committed to you, amounting in all of the sum of: Interest at 18% will be assessed after 30 days.	$ 8000.00
(e) Given under our hands at TOWN OF SWANZEY	
(f) This day of Aug 20, 2025	
(g) LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY ROBARGE, DYLAN/GORDON, KELLIE	
LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY MAILING ADDRESS 1393 OLD HOMESTEAD HWY, SWANZEY NH 03446	
(h) MUNICIPAL TAX MAP 261	LOT NUMBER 31

STEP 3 - SIGNATURES OF A MAJORITY OF THE MUNICIPAL ASSESSING OFFICIALS

TYPE OR PRINT NAME (In black or dark blue ink)	SIGNATURE (In black or dark blue ink)	DATE
W. WILLIAM HUTWELKER		
TYPE OR PRINT NAME (In black or dark blue ink) JAMES TEMPESTA	SIGNATURE (In black or dark blue ink)	DATE
TYPE OR PRINT NAME (In black or dark blue ink) MARK LABELLE	SIGNATURE (In black or dark blue ink)	DATE
TYPE OR PRINT NAME (In black or dark blue ink)	SIGNATURE (In black or dark blue ink)	DATE
TYPE OR PRINT NAME (In black or dark blue ink)	SIGNATURE (In black or dark blue ink)	DATE

Marazoff Assessing Services, LLC
21 June Street, Keene, NH 03431 ♦ Phone: (603) 313-7962 ♦ e-mail: dave@dmarassess.com

Aug 1, 2025

Board of Selectmen
Town of Swanzey
620 Old Homestead Hwy
Swanzey, NH 03446

Re: Land Use Change Tax
Robarge, Dylan M.
Gordon, Kellie E.
266 Eaton Rd.
Swanzey, NH 03446

MAP ID# 261/ 31/ 0/ 0/

Dear Members of the Board:

For reasons pertaining to RSA 79-A:7 and Cub 307.01, the following property, or portions thereof no longer qualifies for Current Use and is subject to a land use change tax. Per RSA 79-A:7-1, "the tax shall be at the rate of 10 percent of the full and true value determined without regard to the Current Use value of the land" and "shall be determined as of the actual date of the change in land use if such date is not April 1st". "The land use change tax shall be due and payable by the owner at the time of the change in use to the town in which the property is located" (RSA 79-A: 7-II). **The land use change tax bill "shall be mailed at the latest, within 18 months of the date upon which the local assessing officials receive written notice of the change of use from the landowner or his agent, or within 18 months of the date the local assessing officials actually discover that the land use change tax is due and payable" (RSA 79-A: 7-II C).** The land use change tax bill is due 30 days after the mailing of the tax bill. Although the land may no longer qualify for Current Use and is subject to a land use change tax, for assessment purposes the land shall remain in Current Use until April 1st following the date that it no longer qualifies.

Map ID: 261-31-0: The subject is a 78.0-acre parcel located on Pebble Hill Rd. The parcel is zoned Rural/Agricultural, which requires a 3-acre minimum sized lot for approval. It was purchased as a vacant lot on 10/02/23. A permit for a new home was taken on 7/19/24. A new home was built and completed prior to 4/1/25. **The reason this no longer qualifies is because it no longer meets the requirements to remain under CU. A change of use occurred when the primary homesite area went from vacant to improved.**

New Hampshire RSA 79-A: 7 address the Land Use Change Tax as follows:

I. Land which has been classified as open space land and assessed at current use values on or after April 1, 1974, pursuant to this chapter shall be subject to a land use change tax when it is changed to a use which does not qualify for current use assessment. Notwithstanding the provisions of RSA 75:1, the tax shall be at the rate of 10 percent of the full and true value determined without regard to the current use value of the land which is subject to a non-qualifying use or any equalized value factor used by the municipality or the county in the case of unincorporated towns or unorganized places in which the land is located. Notwithstanding the provisions of RSA 76:2, such assessed value shall be determined as of the actual date of the change in land use if such date is not April 1. This tax shall be in addition to the annual real estate tax imposed upon the property, and shall be due and payable upon the change in land use. Nothing in this paragraph shall be construed to require payment of an additional land use change tax when the use is changed from one non-qualifying use to another non-qualifying use. The tax imposed by this section is a tax on the change of use of the land and not a tax on the land itself. The property tax exemptions under RSA 72:23 shall not apply to the land use change tax and no person or entity shall be exempt from payment of the land use change tax.

I-a. Land which is classified as open space land and assessed at current use values shall be assessed at current use values until a change in land use occurs pursuant to RSA 79-A:7, IV, V, or VI.

II. The land use change tax shall be due and payable by the owner, or by the responsible party pursuant to RSA 79-A:7, VI(e), at the time of the change in use to the town or city in which the property is located. If the property is located in an unincorporated town or unorganized place, the tax shall be due and payable by the owner or responsible party at the time of the change in use to the county in which the property is located. Moneys paid to a county from the land use change tax shall be used, in addition to any other funds, to pay for the cost of the services provided in RSA 28:7-a and 7-b. The land use change tax shall be due and payable according to the following procedure:

(a) The commissioner shall prescribe and issue forms to the local assessing officials for the land use change tax bill which shall provide a description of the property which is subject to a non-qualifying use, the RSA 75:1 full value assessment, and the tax payable.

(b) The prescribed form shall be prepared in quadruplicate; the original, duplicate, and triplicate copy of the form shall be given to the collector of taxes for collection of the land use change tax along with a special tax warrant authorizing the collector to collect the land use change tax assessed under the warrant; the quadruplicate copy of the form shall be retained by the local assessing officials for their records.

(c) Upon receipt of the land use change tax warrant and the prescribed forms, the tax collector shall mail the duplicate copy of the tax bill to the owner responsible for the tax as the notice thereof. Such bill shall be mailed, at the latest, within 18 months of the date upon which the local assessing officials receive written notice of the change of use from the landowner or his or her agent, or within 18 months of the date the local assessing officials actually discover that the land use change tax is due and payable. Upon receipt of payment, but except for proceedings under RSA 79-A:7, VI(e), the collector shall forward the original tax bill to the register of deeds of the county in which the land is located for the purpose of releasing recorded contingent liens required under RSA 79-A:5, VI. The tax bill shall state clearly whether all, or only a portion, of the land affected by the notice of contingent lien is subject to release. The recording fee charged by the register of deeds shall be paid by the owner of the land in accordance with the fees to which the register of deeds is entitled under RSA 478:17-g, I.

(d) Payment of the land use change tax, together with the recording fees due the register of deeds, shall be due not later than 30 days after mailing of the tax bills for such tax, and interest at the rate of 18 percent per annum shall be due thereafter on any taxes not paid within the 30-day period.

(e) All land use change tax assessments levied under this section shall, on the date of the change in use, create a lien upon the lands on account of which they are made and against the owner of record of such land or against the responsible party pursuant to RSA 79-A:7, VI(e). Furthermore, such liens shall continue for a period of 18 months following the date upon which the local assessing officials receive written notice of the change of use from the landowner or his agent, or the date the local assessing officials actually discover that the land use change tax is due and payable, and such assessment shall be subject to statutory collection proceedings against real estate as prescribed by RSA 80.

(f) Thereafter, the land which has changed to a use which does not qualify for current use assessment shall be taxed at its full RSA 75:1 value. The land shall again become eligible for current use assessment if it meets the open space criteria established by the board under RSA 79-A:4, I.

III. Whenever land of non-uniform value shall be subject to the land use change tax under this section, or whenever the full value assessment for the land subject to the tax shall not be readily available then the local assessing officials shall assess the RSA 75:1 full value of such land and the land use change tax shall be paid upon such assessed value.

IV. For purposes of this section land use shall be considered changed and the land use change tax shall become payable when:

(a) Actual construction begins on the site causing physical changes in the earth, such as building a road to serve existing or planned residential, commercial, industrial, or institutional buildings; or installation of sewer, water, electrical or other utilities or services to serve existing or planned residential, commercial, industrial, institutional or commercial buildings; or excavating or grading the site for present or future construction of buildings; or any other act consistent with the construction of buildings on the site; except

that roads for agricultural, recreational, watershed or forestry purposes are exempt.

(b) Topsoil, gravel or minerals are excavated or dug from the site; except:

(1) Removal of topsoil in the process of harvesting a sod farm crop in amounts which will not deplete the topsoil; and

(2) Removal of gravel and other materials for construction and maintenance of roads and lands for agricultural and forestry purposes within the qualifying property of the owner or, with the approval of local authorities, to other qualifying property of the owner.

Sale of excavated materials shall constitute a land use change of the property from which the material was excavated. The site shall be reclaimed when the construction or maintenance project is completed to mitigate environmental and aesthetic effects of the excavation. Both project completion time and acceptability of reclamation shall be determined by local authorities. The owner shall keep local officials informed in writing of plans to remove and use of soil material from qualifying lands for purposes of this subparagraph and to assure conformance with any local ordinances, as well as plans for reclamation of the site. Fully reclaimed land shall be eligible for current use assessment if it meets open space criteria established by the board under RSA 79-A:4, I, whether or not such land was under current use assessment prior to the excavation.

(c) By reason of size, the site no longer conforms to criteria established by the board under RSA 79-A:4, I.

V. The amount of land which has changed to a use which does not qualify for current use assessment and on which the land use change tax shall be assessed in the circumstances delineated in RSA 79-A:7, IV shall be according to rules adopted pursuant to RSA 541-A by the chairman of the board, based upon the recommendation of the board. Except in the case of land which has changed to a use which does not qualify for current use assessment due to size, only the number of acres on which an actual physical change has taken place shall become subject to the land use change tax, and land not physically changed shall remain under current use assessment, except as follows:

(a) When a road is constructed or other utilities installed pursuant to a development plan which has received all necessary local, state or federal approvals, all lots or building sites, including roads and utilities, shown on the plan and served by such road or utilities shall be considered changed in use, with the exception of any lot or site, or combination of adjacent lots or sites shown thereon which are under the same ownership, and large enough to remain qualified for current use assessment; provided, however, that if any physical changes are made to the land prior to the issuance of any required local, state or federal permit or approval, or if such changes otherwise violate any local, state or federal law, ordinance or rule, the local assessing officials may delay the assessment of the land use change tax until any and all required permits or approvals have been secured, or illegal actions remedied, and may base the land use change tax assessed under RSA 79-A:7 upon the land's full and true value at that later time.

(b) When land is required to remain undeveloped to satisfy density, setback, or other local, state, or federal requirements as part of the approval of a plan of a contiguous development area, such land shall be considered changed to a use which does not qualify for current use assessment at the time any portion of such development area is physically changed to a non-qualifying use. However, application of the land use change tax to such development area shall continue to be in accordance with subparagraph (a).

(c) When a road is constructed or utilities installed pursuant to a condominium development plan, only the development area shall be removed from current use along with the percentage interest in the open space land assigned to the unit or units within that development area.

VI. For purposes of this section, land use shall not be considered changed and the land use change tax shall not be assessed when:

(a) Land under current use is taken by eminent domain or any other type of governmental taking which would cause the use change penalty to be invoked because, by reason of an actual physical change or by reason of size, the site no longer conforms to criteria established by the board under RSA 79-A:4, I.

(b) Land abutting a site taken by eminent domain or any other governmental taking upon which construction is in progress is used to stockpile earth taken from the construction site. Stockpiled earth may be removed at a later date after written notification to the appropriate local official.

(c) Land accorded current use assessment in one category is changed in use to any other qualifying category.

(d) Land unadj. Site valueder current use assessment is eligible for conservation restriction assessment

pursuant to RSA 79-B. Such land shall then be allowed to change from current use assessment to conservation restriction assessment with no land use change tax being applied.

(e) A road is constructed on an existing right-of-way on current use land solely for the purpose of access to an adjoining lot where the owner of the land in current use does no other activity changing the use of the land under this section and does not share any ownership interest in the adjoining lot. Provided, however, and notwithstanding any other provision of law to the contrary, that if such road construction on an existing right-of-way would constitute a change in use if done by the owner of the land in current use, then the owner of such adjoining property utilizing the road for access shall be responsible for and shall be assessed the land use change tax penalty as provided for in this section. Enforcement and collection proceedings shall be applied to the party responsible for the payment of the penalty under this subparagraph.

VII. When land which is accorded current use assessment in one category is changed in use to any other qualifying category as provided in subparagraph VI(c), the owner of the land shall notify the local assessing officials in writing of the change in use at the time that the change in use is made. If a land owner fails to provide the notice required under this paragraph, he may be fined not more than $50 at the discretion of the town or city.

The minimum-zoned lot size is 3.0 acre. Recent sales review of improved parcels showed a base rate of $100,000 as improved was appropriate.
Vacant sales showed a median rate of $80,000. An adjustment factor of 0.80 was used for the 2024 Town-wide re-assessment of property.

$100,000 site x 0.80 factor as vacant = $80,000 site value as vacant.

The subject parcel is a 78.0-acre lot. A 3.0-acre homesite is considered not under current use at his time.

A reasonable opinion of value for this penalty is $80,000.

A Land Use Change Penalty equal to 10% of current market value would be $8,000.

If you have any questions regarding this information, please call me at 313-7962.

Sincerely,

David Marazoff, CNHA
Assessing Agent

FORM PA-7

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

NOTICE OF INTENT TO CUT WOOD OR TIMBER

(Assigned by Municipality)

YR | TOWN | OP# | T

RECEIVED
AUG 12 2025
TOWN OF SWANZEY

For Tax Year April 1, 25 to March 31, 26

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

1. Town/City of: Swanzey

2. Tax Map/Block/Lot or USFS Sale Name & Unit No.
233/20

3. Intent Type: Original ☒ Supplemental ○ _____ (Original Intent Number)

4. Name of Access Road: Summer Rd

5a. Acreage of Lot: 4 Acreage of Cut: 4

5b. Anticipated Start Date: 8/18/2025

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 ○

Note: Per DPW Director Not allowed to cross the raised sidewalk

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.

X Matt — 7/25/25
SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) — DATE SIGNED

MATTHEW FISHER
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

X Stanley Fisher — 7/25/25
SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) — DATE SIGNED

STANLEY C. FISHER
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

MAILING ADDRESS

70 SUMMER ST | NH | 03446
CITY OR TOWN | STATE | ZIPCODE

SWANZEY NH | JFisher@gmail.com
E-MAIL ADDRESS

603 352 8571 | 603-290-0734
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	25 MBF
Hemlock	MBF
Red Pine	MBF
Spruce & Fir	MBF
Hard Maple	MBF
White Birch	MBF
Yellow Birch	MBF
Oak	2 MBF
Ash	MBF
Soft Maple	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	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.

[signature] — 8-12-25
SIGNATURE (in ink) OF PERSON RESPONSIBLE FOR CUT — DATE

Stanley Sanders
PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

42 Branch Hill Rd
MAILING ADDRESS

Swanzey | NH | 03446
CITY OR TOWN | STATE | ZIPCODE

PHONE NUMBER | Sstan10@gmail.com
E-MAIL ADDRESS

FOR MUNICIPAL ASSESSING OFFICIALS ONLY

The Selectmen/Municipal Assessing Officials hereby certify that:
1. All owners of record have signed the Intent;
2. The land is not under the Current Use Unproductive category;
3. The form is complete and accurate; and
4. Any timber tax bond required has been received. $ 0 Date: 8/12/25
5. The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10.
6. This form to be forwarded to DRA within 30 days.

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

FORM PA-7

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

NOTICE OF INTENT TO CUT WOOD OR TIMBER

For Tax Year April 1, 25 to March 31, 26

(Assigned by Municipality)

YR | TOWN | OP# | T

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

RECEIVED
AUG 12 2025
TOWN OF SWANZEY

1. Town/City of Swanzey

2. Tax Map/Block/Lot or USFS Sale Name & Unit No. 227/8 228/1 228/5 231/20 231/21

3. Intent Type: Original ☒ Supplemental ☐ _____ (Original Intent Number)

4. Name of Access Road: West St

5a. Acreage of Lot: 200 Acreage of Cut: 20?

5b. Anticipated Start Date: 8/18/2025

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.

SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) — DATE SIGNED: 07-29-2025

PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S): Scott Ryan

SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) — DATE SIGNED: 8/14/25

PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S): Scott & Whitney Ryan

MAILING ADDRESS: 251 West St

CITY OR TOWN: West Swanzey | STATE: NH | ZIPCODE: 03446

E-MAIL ADDRESS:

HOME PHONE (Enter number without dashes): 6rryan@tpstaffing.net | CELL PHONE (Enter number without dashes): 603 313 4907

8. Description of Wood or Timber To Be Cut

Species	Estimated Amount To Be Cut
White Pine	40 MBF
Hemlock	10 MBF
Red Pine	MBF
Spruce & Fir	MBF
Hard Maple	75 MBF
White Birch	MBF
Yellow Birch	5 MBF
Oak	20 MBF
Ash	5 MBF
Soft Maple	5 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.

SIGNATURE (in ink) OF PERSON RESPONSIBLE FOR CUT — DATE: 8-12-25

PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT: Stanley Sanders

MAILING ADDRESS: 42 Church Hill Rd

CITY OR TOWN: Swanzey | STATE: NH | ZIPCODE: 03446

PHONE NUMBER: | E-MAIL ADDRESS: ssnh20@gmail.com

FOR MUNICIPAL ASSESSING OFFICIALS ONLY

The Selectmen/Municipal Assessing Officials hereby certify that:

1. All owners of record have signed the Intent;
2. The land is not under the Current Use Unproductive category;
3. The form is complete and accurate, and
4. Any timber tax bond required has been received. ✓ $ 0 Date: 8/12/25
5. The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10.
6. This form to be forwarded to DRA within 30 days.

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL — DATE

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL — DATE

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SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL — DATE

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL — DATE

PA-7
Rev 04/20

TOWN OF SWANZEY

620 OLD HOMESTEAD HIGHWAY P.O.
BOX 10009
SWANZEY, NH 03446-0009
TOWN HALL (603) 352-7411 FAX (603) 355-8099
WWW.SWANZEYNH.GOV

OPEN CONTAINER PERMIT APPLICATION

Permit # 2025-22 *(will be provided)*

Applicant Kristin Goselin

Address 8 mountainview R.D.

Contact Person Kristin Goselin Phone Number 603-762-4792

Event Date 9/27/25 Event Time noon - 4pm

Signature of Responsible Party Kristin Goselin

****

Office Use Only – Do Not Write Below This Line

****

OPEN CONTAINER PERMIT
Town of Swanzey, New Hampshire

Kristin Goselin is hereby granted a permit to consume alcoholic beverages or possess any open container having alcoholic beverages therein, at 17 Main St. Whitcomb Hall located in Swanzey, NH. This permit is valid for the following time period (date/time):

9/27/25 12-4pm (4 HRS)

This permit is valid only for the date and time specified above and is not transferable.

_____

_____

_____ Date _____

Selectmen of Swanzey

TOWN OF SWANZEY

620 OLD HOMESTEAD HIGHWAY P.O.
BOX 10009
SWANZEY, NH 03446-0009
TOWN HALL (603) 352-7411 FAX (603) 355-8099
WWW.SWANZEYNH.GOV

OPEN CONTAINER PERMIT APPLICATION

Permit # 2025-23 *(will be provided)*

Applicant Corin Bednar

Address 150 S. Winchester St. Apt 1

Contact Person Corin Bednar Phone Number 603-313-9487

Event Date 9/12/25 Event Time 6-9 (Need space from 4pm-10pm to set up + clean up)

Signature of Responsible Party CiBl

****

Office Use Only – Do Not Write Below This Line

****

OPEN CONTAINER PERMIT
Town of Swanzey, New Hampshire

Corin Bednar is hereby granted a permit to consume alcoholic beverages or possess any open container having alcoholic beverages therein, at 17 main st Whitcomb Hall located in Swanzey, NH. This permit is valid for the following time period (date/time):

September 12, 2025

This permit is valid only for the date and time specified above and is not transferable.

_____

_____

_____ Date _____

Selectmen of Swanzey

TOWN OF SWANZEY

620 OLD HOMESTEAD HIGHWAY
P.O. BOX 10009
SWANZEY, NH 03446-0009
TOWN HALL (603) 352-7411 FAX (603) 355-8099
WWW.SWANZEYNH.GOV

RAFFLE PERMIT
(RSA 287-A)

SYNOPSIS OF REQUIREMENTS OF RSA 287-A (RSA 287-A:1-11)

RSA 287-A allows raffles to be conducted by charitable, religious, educational charitable, civic, veteran and fraternal organizations, or political committee or party to promote the purposes for which they are organized. Tickets shall be sold only to persons 16 years of age or older. Tickets must have printed on their face the name of the organization, date, and place of the drawing, the prize(s) to be awarded, and the amount of the donation. Raffle Permits are required to be issued for raffles by the Selectmen of the Town where the drawing for the prize(s) will be held. Raffle tickets that are sold at an event lasting 12 hours or less do not need to obtain a raffle permit.

PERMIT# 2025-22

Name of Organization: Feeding Tiny Tummies Pink Heals Vermont
is hereby licensed and authorized to operate and/or conduct a raffle at

Location where drawing will be conducted: 347 Monadnock Hwy Swanzey NH
located in Swanzey, New Hampshire.

Name of contact person: Tammy Barrett

Address: 32 Sandy Rd Swanzey NH 03446

Phone# 603-209-3824 Email: barrettsa2013@yahoo.com

Items(s) to be raffled (attach list if necessary): Raffle tickets

This license is valid, permitting sales of tickets, for the following dates:

8/11/25 to 10/4/25

Date of raffle drawing: 10/4/25

Approved by: _____

_____

_____ Date: _____
Swanzey Selectmen

TOWN OF SWANZEY

620 OLD HOMESTEAD HIGHWAY
P.O. BOX 10009
SWANZEY, NH 03446-0009
TOWN HALL (603) 352-7411 FAX (603) 355-8099
WWW.SWANZEYNH.GOV

EVENT PERMIT – #2025-16

Swanzey Covered Bridges Half Marathon

The above named is hereby licensed and authorized by the Swanzey Board of Selectman to conduct:

An Event Known As: Elijah's Race

To Be Held At: MRMHS and Swanzey roads

On the date of: AUGUST 31, 2025

Expected attendance: 100-150

Contact Person: Janel Morin

This permit is valid only for the above-named event to be held on the above date(s) and is subject to the specific requirements, restrictions, and/or conditions attached (if any).

_____

_____

_____
Swanzey Board of Selectmen

Date: _____

PLEASE SEE REVERSE FOR CONDITIONS

CONDITIONS FOR Swanzey Covered Bridges Half Marathon #2025-16
Elijah's Race

TOWN OF SWANZEY, NEW HAMPSHIRE
SPECIAL EVENT PERMIT APPLICATION

As provided for in RSA 286: 1 and 2, a license or permit shall be required for all Special Events in the Town of Swanzey with the Board of Selectmen as the licensing authority. Submit the completed application and related documents to the Town of Swanzey, PO Box 10009, Swanzey, NH 03446, drop off at 620 Old Homestead Highway, Swanzey, NH, or leave in the drop box outside of Town Hall. For information or questions, call 603-352-7411 ext. 115.

Name of Special Event: Swanzey Covered Bridges Half-Marathon - Elijah's Race

Date(s) of Special Event: August 31, 2025

Time(s) of Special Event: 7:00 a.m. - 3:00 p.m.

***Outdoor Concert or Performing Arts Series: provide a complete schedule with proposed dates and times as an attachment.**

Location of the Special Event: MRMHS and Swanzey roads

MAXIMUM DAILY No. of Volunteers/Workers: 20 Spectators: _____ Vendors: None

NAME(S) OF OWNER OF PROPERTY: Monadnock Regional School District

Address (physical): 600 Old Homestead Hwy (mailing): same

Telephone: 603-313-2397 Email: SwanzeyCoveredBridges@gmail.com

Contact Person: Janel Morin Phone (s): _____

NAME(S) OF APPLICANT/ SPONSOR: Janel Morin

Address (physical): 128 Talbot Hill Rd, Swanzey (mailing): same

Telephone: 603-313-2397 Email: _____

Contact Person: Janel Morin Phone: _____

Mail Permit to (Check one): [✓] **Applicant/Sponsor** [ ] **Property Owner**

DESCRIBE (in detail) **THE PROPOSED SPECIAL EVENT:**

This annual event is a half marathon started by Elijah Barrett in 2015. It starts at MRMHS, goes down Sawyers Crossing, on to the rail trail, Eaton Rd, Main St, Denman Thompson, Holbrook, Swanzey Lake Rd, Rte 32, Carlton Rd, Whitcomb Rd, Rte 32 and back to MRMHS. We typically have between 100-150 runners each year and a school group puts on a bbq for the runners and any spectators.

- **Place of Assembly Permit** (includes indoor facilities/tents per RSA 155:17-39): Swanzey Fire Department – 603-358-6455
- **Raffle Permit** (must be a charitable, religious, educational charitable, civic, veteran or fraternal organization): Swanzey Town Hall – 603-254-7411, ext. 115

You Must Submit the Following with the Application:

All applicants for Special Events need to provide written submission of the plans below. The Town review staff will review your application and, if additional information is required or if not enough information was supplied with this application, the Town will contact you to schedule a meeting. Please check off:

_____**Site Plan**
A drawing of the event layout, including parking, facilities, vendor setup etc. (even if you supplied one in previous years).

_____**Security/Crowd Control Plan**
A security plan allowing for sufficient number of detail police officer(s) to manage the maximum seating capacity of indoor events or to secure, control, and assure compliance with laws and licensing conditions in the case of an outdoor event.

_____**Traffic Control/ Parking Plan**
A traffic control plan setting forth the estimated number of vehicles, provisions for parking, number of police officers or employees necessary to control traffic, type and location of any signs, and any other accommodations or procedures planned to handle attendees and their vehicles.

_____**Fire Emergency Plan**
A fire emergency plan setting forth the estimated number of occupants of all indoor events to assure compliance with the laws and permit rules and conditions required by the NH State Fire Code and its adopted references for places of assembly.

_____**Ambulance/ Medical Service Plan**
An emergency medical service plan, setting forth the requirements for on-site emergency medical services and transportation.

_____**Ticket Distribution Plan**
A written plan outlining the distribution of tickets prior to the event and/or at the time and place of the event, including provision for a limitation on ticket sales to maintain required occupancy levels and provision for the refund of ticket costs in the event of cancellation of the event.

_____**Sanitary Facilities Plan**
A sanitary facilities plan appropriate for the number of attendees, which will include information relative to portable toilet facilities, trash containers, and a provision that the property and surrounding areas and roadways shall be cleared of all debris within 12 hours following the event.

_____**Food Service Plan**
A food service plan, which may require review and acceptance by the Swanzey Health Officer.

_____**Certificate of Insurance**

_____ **Application Fee**
See chart below – payment due <u>with</u> application.

_____ **Public Notice Fee**
For Category 4 Events ** ($30 payment due <u>with</u> application).

_____ **Special Duty Services**
An estimate will be provided after submittal. Fifty percent (50%) of the estimate is due at or before release of the approved permit – please check this off as acknowledgement, if applicable.

After the event, billing for the Special Duty Services will be based on actual hours incurred by Town personnel. The balance due will be invoiced with adjustments (if applicable). The balance is due upon receipt of the invoice to avoid a 2% late fee per month. A history of non-payment or late payment of any application fee and/or Special Duty Services is grounds to deny your request for future event permits.

A performance bond for events over 5,000 participants per day and or other security acceptable to the Town may be required in an amount equal to the amount estimated for Special Duty Service Fees as described above.

YOU MUST NOTIFY THE PERMIT COORDINATOR OF ANY CHANGES MADE TO THE EVENT
Example: your application stated 500 people and you sold 1500 tickets or you decided to add food vendors instead of allowing coolers. All proposed changes shall be subject to review and approval by the Special Events Review Committee before going into effect.

For Outdoor Concert or Performing Arts Series: any proposed changes to the approved plans or to the concert or performance schedule shall be sent to the Permit Coordinator a minimum of 14 calendar days before the proposed change.

****

BY SIGNING BELOW, I/WE CONFIRM THAT ALL INFORMATION PROVIDED HEREIN AND IN ALL ATTACHMENTS IS TRUE AND ACCURATE, ACKNOWLEDGE THAT THIS APPLICATION WILL NOT BE REVIEWED BY THE BOARD OF SELECTMEN UNTIL CONSIDERED COMPLETE BY TOWN REVIEW STAFF, AND STATE THAT ALL LIABILITY FOR THIS EVENT IS ASSUMED AND ACCEPTED BY THE APPLICANT.

PROPERTY OWNER(S) SIGNATURE: Janet Morin

PRINT NAME (S): Janet Morin TITLE/POSITION: Business Administrator

Date: 8/5/2025

APPLICANT(S) SIGNATURE: Janet Morin

PRINT NAME (S): Janet Morin TITLE/POSITION: Race Co-Organizer

Date: 8/5/2025

I/WE ALSO CONFIRM THAT I/WE ARE RESPONSBILE FOR ALL COSTS INCURRED FOR THIS EVENT INCLUDING ALL SPECIAL DUTY POLICE, FIRE, AND HEALTH/SAFETY SERVICES. ALL SERVICES MUST BE PAID IN FULL UPON RECIEPT OF THE INVOICE. IF NOT PAID IN FULL, THE TOWN WILL CHARGE 2% INTEREST PER MONTH.

THE TOWN MAY REQUEST/SUE FOR LEGAL EXPENSES IF THE TOWN HAS TO GO TO COLLECTIONS FOR UNPAID AMOUNTS. I/WE ARE RESPOSIBLE FOR ALL FEES WHICH MAY INCLUDE INTEREST, ATTORNEY AND COURT FEES.

APPLICANT(S) SIGNATURE: Janet Morin

PRINT NAME (S): Janet Morin TITLE/POSITION: Race Co-Organizer

Date: 8/5/2025

Swanzey Covered Bridges Half-Marathon ~ Elijah's Race

The Swanzey Covered Bridges Half-Marathon Registration and facilities will be at Monadnock Regional Middle-High School. This will be the location of the finish line, restrooms, parking, and awards ceremony.

The race start will take place one quarter of a mile away. The residential road will be closed to traffic as per the local police department for the first mile of the race until it meets the rail trail. After the first mile the race will take a trail for approximately 2 miles, then the course will resume on town roads for the next 6-7 miles. We are working with the local police to monitor the race and route throughout the day, and will remain in radio contact and cell phone contact with the race director, through the conclusion of the race. There will be road race warning signs before and after every area where the race is run on State and town roadways.

Cheshire County EMS will have a dedicated ambulance at the main event site, and will have another on-call ambulance stationed midway into the course throughout the day. Each water/aid station will be stocked with water/ gatorade, first aid kit, and multiple other items. The volunteers manning the water/aid stations will have cell phones, and will be supplied with an emergency sheet of phone numbers including but not limited to the race directors, 911, race volunteer coordinator, and Cheshire County EMS.

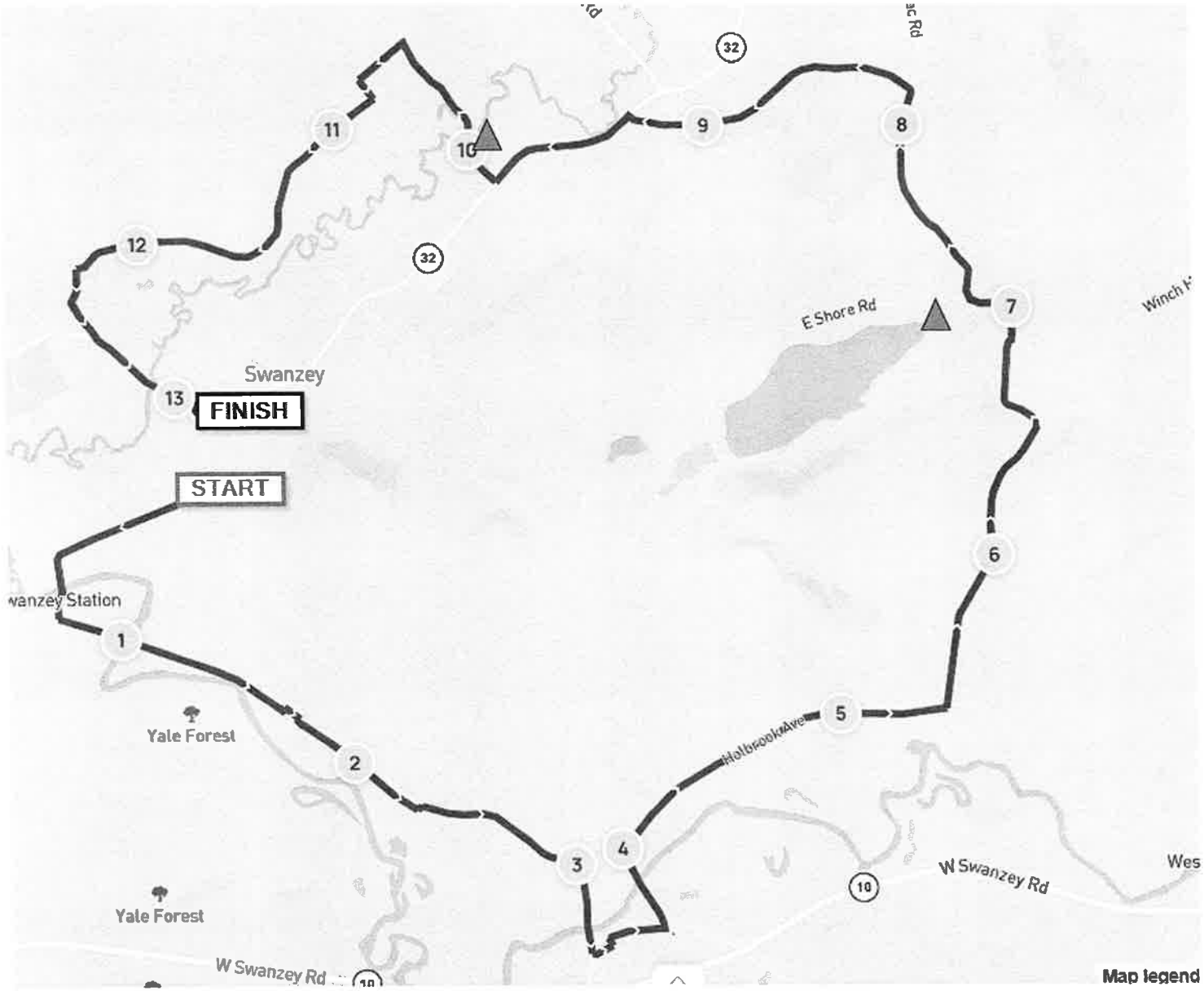
At every tum or intersection on the course there will be road markings, as well as arrowed signs and volunteer road marshals with neon vests. At the one location where there will be a crossover on the road at mile 10.5 there will be an officer to control traffic and allow the runners to safely cross the road.

There will be water, supplies, restrooms, and room to stretch and relax under a tent at the finish of the race while waiting for the award ceremonies.

Race registration and finish are located at 580 Old Homestead Highway, Swanzey, NH 03446. Location of the Monadnock Regional Middle-High School.

Race Co-Director

Janel Morin


32
11
10
9
8
12
32
E Shore Rd
7
Swanzey
13
FINISH
START
6
wanzey Station
1
Yale Forest
5
2
Holbrook Ave
4
3
W Swanzey Rd
10
Yale Forest
W Swanzey Rd
Map legend

Town Review Staff Comments Event _____ Date _____

Police Chief (or designee) [ ] No Comments

[ ] See Attached Signature: _____ Date: _____

Fire Chief (or designee) [ ] No Comments

[ ] See Attached Signature: _____ Date: _____

Director of Planning and Community Development (or designee) [ ] No Comments

[ ] See Attached Signature: _____ Date: 8-18-2025

Public Works Director (or designee) [ ] No Comments

[ ] See Attached Signature: _____ Date: _____

Health Officer [ ] No Comments

[ ] See Attached Signature: _____ Date: 8/19/25

Other Review Staff Title: _____ Name: _____

[ ] See Attached Signature: _____ Date: _____

TOWN OF SWANZEY

620 OLD HOMESTEAD HIGHWAY
P.O. BOX 10009
SWANZEY, NH 03446-0009
TOWN HALL (603) 352-7411 FAX (603) 355-8099
WWW.SWANZEYNH.GOV

EVENT PERMIT - #2025-15

Michael Guitard

The above named is hereby licensed and authorized by the Swanzey Board of Selectman to conduct:

An Event Known As: Hops for Vets Car Show

To Be Held At: Frogg Brewing

On the date of: September 1, 2025

Expected attendance: 300

Contact Person: Michael Guitard

This permit is valid for only the above-named event to be held on the above date(s) and if subject to specific requirements, restrictions and/or conditions, please *(see attached).*

_____

_____

_____
Swanzey Board of Selectmen

Date: _____

CONDITIONS OF PERMIT ON REVERSE SIDE

TOWN OF SWANZEY, NEW HAMPSHIRE
SPECIAL EVENT PERMIT APPLICATION

As provided for in RSA 286: 1 and 2, a license or permit shall be required for all Special Events in the Town of Swanzey with the Board of Selectmen as the licensing authority. Submit the completed application and related documents to the Town of Swanzey, PO Box 10009, Swanzey, NH 03446, drop off at 620 Old Homestead Highway, Swanzey, NH, or leave in the drop box outside of Town Hall. For information or questions, call 603-352-7411 ext. 115.

Name of Special Event: Hops for Vets Car Show

Date(s) of Special Event: Monday September 1, 2025

Time(s) of Special Event: 10 - 2 pm

***Outdoor Concert or Performing Arts Series: provide a complete schedule with proposed dates and times as an attachment.**

Location of the Special Event: Frogg Brewing 580 Sawyers Crossing Rd Swanzey

MAXIMUM DAILY No. of Volunteers/Workers: 15 Spectators: 300 Vendors: 0

NAME(S) OF OWNER OF PROPERTY: Michael Guitard Frogg Brewing

Address (physical): 580 Sawyers Crossing (mailing): same

Telephone: 603-547-7639 Email: frogg brewing @ gmail.com

Contact Person: Michael Guitard Phone (s):

NAME(S) OF APPLICANT/ SPONSOR: Same as above

Address (physical): (mailing):

Telephone: Email:

Contact Person: Phone:

Mail Permit to (Check one): [ ] **Applicant/Sponsor** [✓] **Property Owner**

DESCRIBE (in detail) **THE PROPOSED SPECIAL EVENT:**

5th Annual Hops for Vets Car Show to benefit this year Newport Veterans Club Post 25. Money raised will go to Newport NH Veterans Club Post 25. Winners will receive trophies + prizes after Spectators vote for their favorite car(s). 100% raffle money, spectator fees and portion of car entry fee to Vets Club.

Boombox Playing
90 cars max pre register
Food Truck by Frogg
Shuttle Parking from Brownfield - overflow

Event Check List

Will your event involve any of the following? (Please check all that apply)

- ✓ *Food or Beverage Concessions/Vendors/Sales **
- ✓ *Alcoholic Beverages (State NH permit required – call 603-271-3755)*
- —— *Retail Vendors*
- —— *Stage or Bleachers (inspection needed) ***
- —— *Electronic Sound Amplification Equipment, Speakers, Public Address Systems (follow Town Noise Ordinance)*
- —— *Music, Dance, Theater (follow noise ordinance)*
- —— *Circus Art/ Performance Art*
- —— *Carnival Games*
- —— *Amusement Rides (inspection needed)*
- —— *Bouncy/Inflatable Houses (inspection needed)*
- —— *Water Activities*
- —— *Propane/Charcoal Grills/BBQ Grills (inspection needed) ****
- —— *Electrical Supply Set Up or Electrical Cords Being Run to the Site (inspection needed)*
- —— *Fire Pits, Bonfires, Kindle Fire, Campfire and Other Outdoor Burning ****
- —— *Signs – Describe:* _____
- —— *Tents/Canopies Over 10' x 10' **** – Size:* _____
- —— *Temporary Structures Erected? – Describe:* _____
- —— *Animals – Describe:* _____
- —— *Fireworks Displays ***** – Class:* _____
- —— *Motorized Vehicles – Describe:* _____
- ✓ *Onsite and Off Site Parking – Specify Off Site Location:* Brown Memorial Field - shuttle
- —— *Street(s) Closure or Inhibited Flow of Traffic Affected Road(s)* _____

_____

(Swanzey PD and/or NH DOT approval required)

* All food & beverage vendors will need a permit to operate.
** A building permit may be required for stages.
*** All outdoor burning or open fires will need a fire permit.
**** All tents or indoor activities will need a place of assembly permit.
***** All fireworks displays will need a permit.

Other State and/or Local Permits (if applicable).

- **Liquor License** (selling liquor): NH Liquor Commission – 603-271-3521
- **Hawkers / Peddlers Permit** (door to door sales): Swanzey Police Department – 603-352-2869, State of New Hampshire – 603-271-3242
- **Parade – Road Closure Permit**: Swanzey Police Department for Town roads – 603-352-2869, NH Department of Transportation for State roads – 603-352-2302
- **Vendor Permit** (food service or retail sales booths): Swanzey Fire Department – 603-358-6455, State of New Hampshire – 603-271-2201
- **Open Container Permit** (consuming liquor on Town property): Swanzey Town Hall – 603-254-7411, ext. 115

- **Place of Assembly Permit** (includes indoor facilities/tents per RSA 155:17-39): Swanzey Fire Department – 603-358-6455
- **Raffle Permit** (must be a charitable, religious, educational charitable, civic, veteran or fraternal organization): Swanzey Town Hall – 603-254-7411, ext. 115

You Must Submit the Following with the Application:

All applicants for Special Events need to provide written submission of the plans below. The Town review staff will review your application and, if additional information is required or if not enough information was supplied with this application, the Town will contact you to schedule a meeting. Please check off:

✓ **Site Plan**
A drawing of the event layout, including parking, facilities, vendor setup etc. (even if you supplied one in previous years).

✓ **Security/Crowd Control Plan**
A security plan allowing for sufficient number of detail police officer(s) to manage the maximum seating capacity of indoor events or to secure, control, and assure compliance with laws and licensing conditions in the case of an outdoor event.

✓ **Traffic Control/ Parking Plan**
A traffic control plan setting forth the estimated number of vehicles, provisions for parking, number of police officers or employees necessary to control traffic, type and location of any signs, and any other accommodations or procedures planned to handle attendees and their vehicles.

✓ **Fire Emergency Plan**
A fire emergency plan setting forth the estimated number of occupants of all indoor events to assure compliance with the laws and permit rules and conditions required by the NH State Fire Code and its adopted references for places of assembly.

✓ **Ambulance/ Medical Service Plan**
An emergency medical service plan, setting forth the requirements for on-site emergency medical services and transportation.

✓ **Ticket Distribution Plan**
A written plan outlining the distribution of tickets prior to the event and/or at the time and place of the event, including provision for a limitation on ticket sales to maintain required occupancy levels and provision for the refund of ticket costs in the event of cancellation of the event.

✓ **Sanitary Facilities Plan**
A sanitary facilities plan appropriate for the number of attendees, which will include information relative to portable toilet facilities, trash containers, and a provision that the property and surrounding areas and roadways shall be cleared of all debris within 12 hours following the event.

✓ **Food Service Plan**
A food service plan, which may require review and acceptance by the Swanzey Health Officer.

N/A **Certificate of Insurance**

✓ **Application Fee**
See chart below – payment due <u>with</u> application.

_____ **Public Notice Fee**
For Category 4 Events ** ($30 payment due <u>with</u> application).

_____ **Special Duty Services**
An estimate will be provided after submittal. Fifty percent (50%) of the estimate is due at or before release of the approved permit – please check this off as acknowledgement, if applicable.

OUTDOOR EVENTS

Event Category	Estimated Attendance Per Day	Maximum Review Period	Application Fee/Per Day (non-refundable)	Public Hearing Required?	Public Hearing Notice Fee
1	1 - 99	30 days	$20.00	No	No
2	100 - 999	45 days	$50.00	No	No
3	1000 - 2999	60 days	$100.00	No	No
4**	3000 +	90 days	$300.00	Yes	$30.00

OUTDOOR CONCERT OR PERFORMING ARTS SERIES

Number of concerts or performances in series	Fee	Maximum Review Period	Public Hearing Required?
3-10	$300.00	90 days	Yes
10-20	$600.00	90 days	Yes
21 or more	$900.00	90 days	Yes

NOTICE: All outdoor concert or performing arts series and Commercial Fireworks Displays require a public hearing at a Board of Selectmen meeting. Notice of the public hearing shall be posted in Town Hall, on the Town website, and in the Keene Sentinel. In addition, the Town shall send notice to all owners of property within a distance determined to be appropriate by the Special Events Review Committee at least 14 calendar days before the hearing by certified mail. All costs associated with the public hearing notice shall be borne solely by the applicant and shall be paid in full prior to the public hearing.

NOTICE: The application fee for all Commercial Fireworks Display events shall be the same as a Category 4 event as specified above regardless of the estimated attendance.

INDOOR EVENTS

Application fee for a license to exhibit in any hall shall not exceed $50.00 per day.

Total amount due with application $ 50

Special Duty Service Fees
The application fee does not include the costs of Fire or Police protection, or any other extra Town expense required to protect the health and safety of the public which can reasonably be attributed to the event. All such costs associated with the use of active and stand-by emergency and other services provided by the Town of Swanzey, or by other towns' emergency services, shall be borne by the applicant, promoter or sponsor. **You will be required to pay 50% of the Special Duty Fees before the approved permit will be released.** .

If another Town provides special duty services due to lack of Swanzey manpower, you will be invoiced by them for the hours of service they provided, within 30 days after the event. Do not combine their payment with the Town of Swanzey.

Release of Permit
Before the permit is release, you will be given an estimate for any Town services required for the event. Payment will be due for 50% of the Special Duty Services (payment by cash, check, or money order will be accepted). It should be noted that the fees are ESTIMATES ONLY; actual fees may be higher or lower.

After the event, billing for the Special Duty Services will be based on actual hours incurred by Town personnel. The balance due will be invoiced with adjustments (if applicable). The balance is due upon receipt of the invoice to avoid a 2% late fee per month. A history of non-payment or late payment of any application fee and/or Special Duty Services is grounds to deny your request for future event permits.

A performance bond for events over 5,000 participants per day and or other security acceptable to the Town may be required in an amount equal to the amount estimated for Special Duty Service Fees as described above.

YOU MUST NOTIFY THE PERMIT COORDINATOR OF ANY CHANGES MADE TO THE EVENT
Example: your application stated 500 people and you sold 1500 tickets or you decided to add food vendors instead of allowing coolers. All proposed changes shall be subject to review and approval by the Special Events Review Committee before going into effect.

For Outdoor Concert or Performing Arts Series: any proposed changes to the approved plans or to the concert or performance schedule shall be sent to the Permit Coordinator a minimum of 14 calendar days before the proposed change.

****

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PROPERTY OWNER(S) SIGNATURE: _____

PRINT NAME (S): Michael Guitard TITLE/POSITION: Owner

Date: 6/30/2025

APPLICANT(S) SIGNATURE: _____

PRINT NAME (S): Stephanie Guitard TITLE/POSITION: Manager

Date: 6/30/2025

I/WE ALSO CONFIRM THAT I/WE ARE RESPONSBILE FOR ALL COSTS INCURRED FOR THIS EVENT INCLUDING ALL SPECIAL DUTY POLICE, FIRE, AND HEALTH/SAFETY SERVICES. ALL SERVICES MUST BE PAID IN FULL UPON RECIEPT OF THE INVOICE. IF NOT PAID IN FULL, THE TOWN WILL CHARGE 2% INTEREST PER MONTH.

THE TOWN MAY REQUEST/SUE FOR LEGAL EXPENSES IF THE TOWN HAS TO GO TO COLLECTIONS FOR UNPAID AMOUNTS. I/WE ARE RESPOSIBLE FOR ALL FEES WHICH MAY INCLUDE INTEREST, ATTORNEY AND COURT FEES.

APPLICANT(S) SIGNATURE: _____

PRINT NAME (S): Michael Guitard TITLE/POSITION: Owner

Date: 6/30/2025

Frogg Brewing Application for Special Event Permit September 1, 2025

Sawyers Crossing Road – Swanzey

Site Plan – See attached drawing.

Security/Crowd Control Plan – Unless recommended by Town of Swanzey or Police Department we will have (approx. 10) volunteers at registration/entrance, beer/food area and walking through out the event. They will be identified by wearing Orange/Yellow vests.

Traffic Control/Parking Plan – Volunteers (approx. 4) will be stationed at entrance and throughout parking area directing cars to spots to park in. We also will have shuttle bus service from Frogg to Brown Field – Fee Paid and Secured.

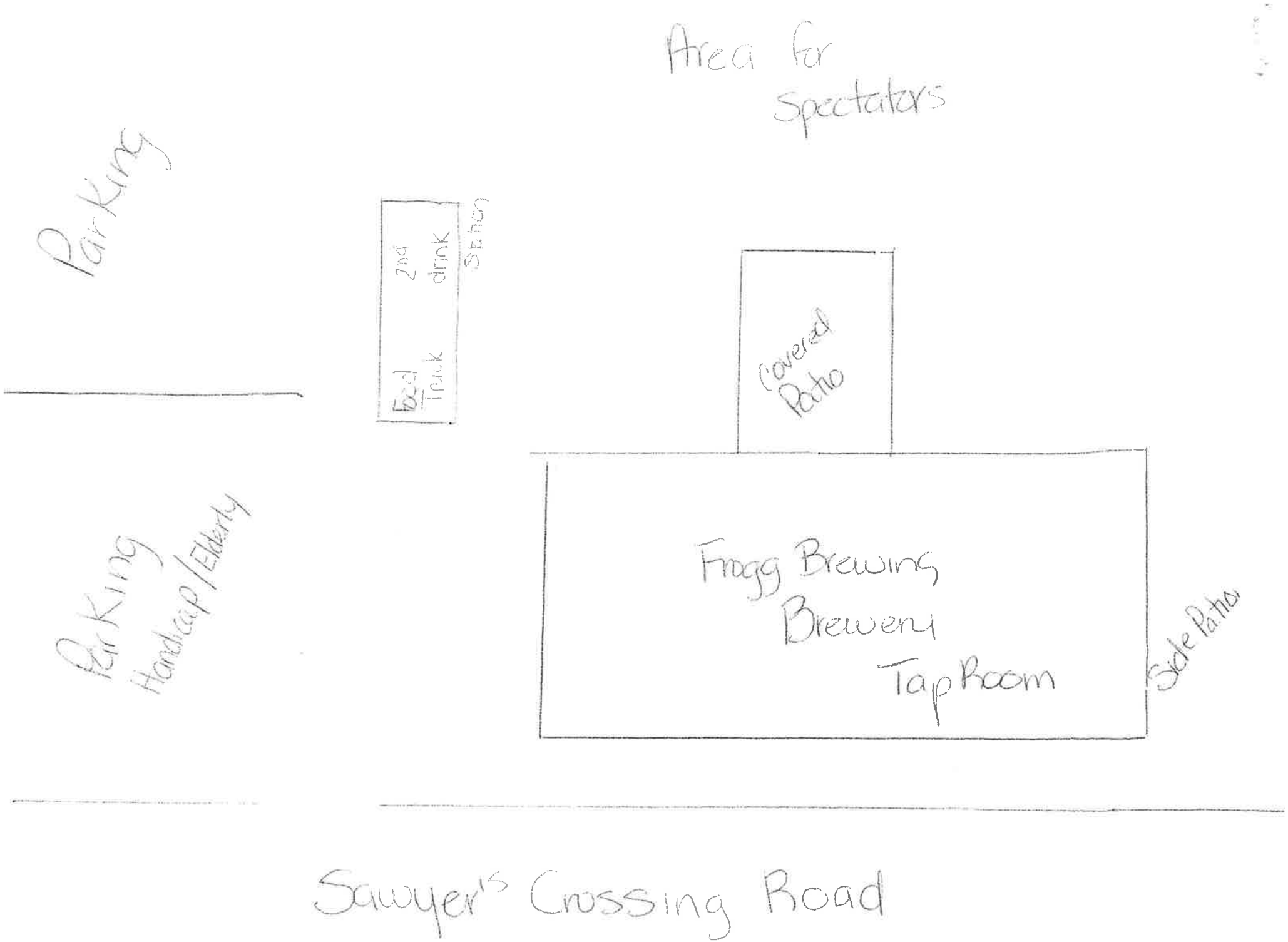
Fire Emergency Plan – This is an outdoor event, and we will alert the Fire Department (if not done so through this permit) that we are holding this event and follow steps they would like us to do.

Ambulance/Medical Service Plan – At the entrance/registration table we will identify it also as the First Aid Station where we will have a First Aid Kit and access to cell phone to contact 911/Ambulance if needed. We will also contact local ambulance in advance.

Ticket Distribution Plan – Event is free unless they want to donate $3 for the charity and will receive 3 tickets to vote for their favorite car(s). They will purchase this day of event.

Sanitary Facilities Plan – We will be contracting with a local Port A Pottie agency who will deliver and pick up 2 Port A Potties (1 being wheelchair/handicap accessible). We also will have access to our building bathrooms (3). Trash barrels will be placed throughout the event and monitored hourly by volunteers and emptied regularly. All trash will be removed by the end of the event and Port A Potties will be picked up the next day.

Food Service Plan – We will have 1 Food Trucks on site – Lily Pad Food Truck (Frogg Brewing's truck.


Area for
Spectators
Parking
Food Truck
2nd drink Station
Covered Patio
Frogg Brewing
Brewery
Tap Room
Side Patio
Parking
Handicap/Elderly
Sawyer's Crossing Road

Town Review Staff Comments

Event Hops for Vets Car Show Date 9-1-25

Police Chief (or designee) [ ] No Comments

[ ] See Attached Signature: Joseph B. Fowler Date: 7/17/2025

Fire Chief (or designee) [ ] No Comments

[ ] See Attached Signature: _____ Date: _____

Director of Planning and Community Development (or designee) [ ] No Comments

[ ] See Attached Signature: _____ Date: 7/17/2025

Public Works Director (or designee) [X] No Comments

[ ] See Attached Signature: _____ Date: 7-25-25

Health Officer [ ] No Comments

[ ] See Attached Signature: _____ Date: 7-17-25

Other Review Staff

Title: _____ Name: _____

[ ] See Attached Signature: _____ Date: _____

Swanzey – Elderly Exemption Income & Asset comparison
Information from Dept. of Revenue 2023 Exemptions and Credits Summary Report

Elderly Exemption Amounts:

Age 65-74

Town	Amount
Surry	5,000
Marlborough	10,000
Richmond	10,000
Troy	12,000
Westmoreland	15,000
Hinsdale	19,500
Harrisville	20,000
Roxbury	20,000
Winchester	20,000
Alstead	25,000
Swanzey	**25,000**
Fitzwilliam	30,000
Gilsum	30,000
Keene	33,000
Walpole	35,000
Chesterfield	40,000
Dublin	40,000
Stoddard	50,000
Jaffrey	55,000
Marlow	55,000
Nelson	60,000
Sullivan	60,000
Rindge	100,000

Age 75-79

Town	Amount
Surry	5,000
Marlborough	15,000
Richmond	15,000
Westmoreland	20,000
Harrisville	25,000
Roxbury	25,000
Troy	25,000
Winchester	30,000
Hinsdale	32,500
Swanzey	**35,000**
Gilsum	40,000
Keene	45,000
Alstead	50,000
Walpole	50,000
Chesterfield	60,000
Dublin	60,000
Fitzwilliam	60,000
Stoddard	70,000
Jaffrey	75,000
Sullivan	75,000
Marlow	90,000
Nelson	90,000
Rindge	140,000

Age 80+

Town	Amount
Surry	5,000
Richmond	20,000
Marlborough	25,000
Westmoreland	25,000
Harrisville	30,000
Roxbury	30,000
Swanzey	**40,000**
Gilsum	50,000
Troy	50,000
Hinsdale	56,000
Keene	60,000
Walpole	60,000
Winchester	60,000
Dublin	75,000
Chesterfield	80,000
Stoddard	80,000
Sullivan	85,000
Jaffrey	90,000
Alstead	100,000
Marlow	110,000
Nelson	110,000
Fitzwilliam	120,000
Rindge	200,000

Single Income Limit:

Town	Amount
Surry	13,400
Troy	13,400
Marlow	15,000
Gilsum	18,000
Roxbury	18,400
Alstead	20,000
Harrisville	20,000
Marlborough	20,000
Richmond	20,000
Sullivan	20,000
Winchester	22,700
Hinsdale	24,000
Swanzey	**24,000**
Fitzwilliam	25,000
Westmoreland	28,400
Chesterfield	30,000
Dublin	30,000
Nelson	30,000
Walpole	30,000
Keene	32,000
Jaffrey	35,000
Rindge	35,000
Stoddard	45,000

Married Income Limit:

Town	Amount
Sullivan	20,400
Troy	20,400
Gilsum	24,000
Richmond	24,000
Roxbury	26,400
Alstead	27,000
Harrisville	27,000
Hinsdale	28,000
Marlborough	30,000
Marlow	30,000
Sullivan	30,000
Winchester	30,000
Swanzey	**32,000**
Chesterfield	35,000
Fitzwilliam	35,000
Westmoreland	36,400
Dublin	40,000
Keene	43,000
Jaffrey	45,000
Rindge	49,000
Nelson	50,000
Walpole	50,000
Stoddard	67,000

Single Asset Limit:

Town	Amount
Richmond	35,000
Surry	35,000
Westmoreland	35,000
Marlow	40,000
Troy	40,000
Alstead	50,000
Dublin	50,000
Harrisville	50,000
Hinsdale	50,000
Roxbury	50,000
Sullivan	50,000
Swanzey	**50,000**
Winchester	50,000
Fitzwilliam	60,000
Gilsum	60,000
Marlborough	60,000
Nelson	60,000
Keene	61,000
Chesterfield	70,000
Jaffrey	75,000
Stoddard	95,000
Walpole	100,00
Rindge	150,000

Married Asset Limit:

Town	Amount
Richmond	35,000
Surry	35,000
Westmoreland	35,000
Marlow	40,000
Troy	40,000
Alstead	50,000
Dublin	50,000
Harrisville	50,000
Hinsdale	50,000
Roxbury	50,000
Swanzey	**50,000**
Winchester	50,000
Fitzwilliam	60,000
Gilsum	60,000
Marlborough	60,000
Chesterfield	70,000
Jaffrey	75,000
Nelson	75,000
Sullivan	75,000
Keene	87,000
Stoddard	95,000
Walpole	100,000
Rindge	150,000