



TIMELY REMINDERS

TOWN OF BELMONT, NEW HAMPSHIRE

WINTER - 2017

Provided as a courtesy to new and existing property owners and residents of the community to facilitate participation in the services and facilities provided by the Town. Additional information available at www.belmontnh.org. Questions may be directed to the appropriate Town Department.

Addresses listed below are physical locations, not necessarily mailing addresses

Town Hall 143 Main Street 7:30am-4pm M-F 267-8300 www.BelmontNH.org	Corner Meeting House 16 Sargent Street 267-8309	Administration  143 Main Street TownAdministrator@BelmontNH.org 267-8300 EXT 118	Public Works Roads/Water/Sewer 149 Hurricane Rd PublicWorks@BelmontNH.org 528-2677
Town Clerk/Tax Coll. 143 Main Street TCTC@BelmontNH.org 267-8300 EXT 2	Police Department  16 Fuller Street 267-8350 Emergency 267-8351 Non-Emergency Emergency #911	Fire Department  14 Gilmanton Rd BFD@BelmontNH.org 267-8333 Emergency #911	Parks & Recreation  14 Mill Street - 2 nd Floor Recreation@BelmontNH.org 267-1865
Land Use Planning/Zoning/Conservation 143 Main Street LandUse@BelmontNH.org 267-8300 EXT 119	Library  146 Main Street BPL@BelmontNH.org www.BelmontPublicLibrary.org 267-8331	General Assistance Welfare & General Assistance Downstairs level-Corner Mtg House 16 Sargent Street CrisisMgmt@BelmontNH.org 267-8313	Building/Code Enf/Health 143 Main Street BuildingOfficial@BelmontNH.org 267-8300 EXT 111
Community Events Events@BelmontNH.org 998-3525	Cemetery Trustees BelCem2015@gmail.com	Lake Winnisquam Scenic Trail  LUTech@BelmontNH.org 267-8300 EXT 125	Belknap County Registry of Deeds 64 Court Street, Laconia, NH 527-5420
Elementary School 26 Best Street www.Shaker.k12.nh.us 267-6568	Middle School 38 School Street www.Shaker.k12.nh.us 267-9220	High School 255 Seavey Road www.Shaker.k12.nh.us 267-6525	Shaker Regional School Dist 58 School Street www.Shaker.k12.nh.us 267-9223
Belmont Post Office 24 Post Office Road 267-6571	NH Dept of Safety (Concord) Registration 271-2251 Driver Licensing 271-2371 Title Bureau 271-3111	Belmont NH Heritage (private site) Births, Deaths, Marriages Burials, Cemeteries, etc. www.BelmontNH.net	Casella/Bestway Disposal 524-5881 Contact Town Hall with Comments or Questions Trash to be Curbside by 7am (Residential Only)

Community Info:

- County – Belknap
- Region – Southern Lakes Region
- Planning Commission – Lakes Region
- First Congressional District – Second Councilor District – Fourth State Senatorial District
- Granted on 5/20/1727 as part of the Town of Gilmanton; Incorporated as Upper Gilmanton on 6/21/1859; Incorporated as Belmont on 6/24/1869
- Population – 7,300 (2016 NH OEP Estimate); Size - 31.91 square miles (30.14/land and 1.77/water)
- Fiscal Year – Jan 1st to Dec 31st; Annual Budget - \$9,830,768 (2017)
- 2017 Tax Rate per \$1,000 valuation-\$29.46 (Town/\$9.53 County/\$1.30 School/\$16.10 State Education/\$2.53)
- Neighboring communities include Canterbury, Gilford, Gilmanton, Laconia, Northfield, Sanbornton & Tilton
- National Flood Insurance Program participating community

- Utilities – Eversource (formerly PSNH) & NH Electric Cooperative, Liberty Utilities Natural Gas, Fairpoint Communications, Atlantic Broadband (formerly Metrocast Cablevision), Belmont Water and Sewer Departments
- Shaker Regional School District - Belmont Elementary, Belmont Middle and Belmont High Schools
- Interested residents are encouraged to serve on local Boards, Committees or Commissions - refer to the Town website or contact the applicable Town Department
- Annual Reports available - 2016 most recent

Administration 

- Belmont operates under the traditional selectmen(3)-town meeting form of government with a Town Administrator
- Belmont is an SB2 Town – “Town Meeting” consists of two sessions
 - Deliberative Session where voters discuss and are able to amend proposed warrant articles
 - Second Session – ballot votes to elect officers and take final action on all warrant articles

Assessing

- Annual Property Assessments are based on property status as of April 1st
- Reports on the actual amount of timber cut for a prior year Timber Permit are due on April 1st
- Reports on the actual amount of excavation for a prior year Excavation Permit are due on April 1st
- Applications to place additional land into Current Land Use or change categories are due on April 15th
- Elderly Exemption applications are due on April 15th
- Veterans Tax Credit applications are due on April 15th
- Disabled Tax Exemption applications are due on April 15th
- Abatement applications are due by March 1st following the second issue tax bill
- Temporary tax relief for Factory Village District property owners revitalizing their building

Building – Health – Code Enforcement

- A permit is required for all construction, reconstruction, alteration, renovations, demolition, moving and signage
- A structure whether temporary or permanent is, “Anything constructed or erected with a fixed location on the ground (not easily moveable by one unassisted individual) or attached to something having a fixed location on the ground. Structures include, but are not limited to, buildings, manufactured housing units, membrane enclosures, and billboards”. Also included are pools and membrane covered structures.
- Sign is defined as, “A name, identification, description, display or illustration, which is affixed to, painted or represented directly or indirectly upon a building or other outdoor surface which directs attention to or is designed or intended to direct attention to the sign face or to an object, product, place, activity, person, institution, organization or business.”
- Permits also required for electrical, plumbing, generator, and LP gas installations
- Increased after-the-fact fees apply for projects started prior to the issuance of the required permits
- Setbacks between proposed construction and property lines, wetlands, water and unrelated structures apply
- Applicable codes are:

<p>Local Building Codes:</p> <ul style="list-style-type: none"> -2009 International Building Code -2009 International Plumbing Code -2009 NFPA 101 - Life Safety Code -2009 International Energy Conservation Code -2011 National Electric Code -2009 International Mechanical Code -2009 International Residential Code -2009 State Fire Code NFPA 1 Fire Code 	<p>Other:</p> <ul style="list-style-type: none"> Belmont Zoning, Wetlands & Aquifer Ordinances Belmont Site Plan and Subdivision Regulations Belmont Earth Excavation Regulations Belmont Floodplain Ordinance NH State Public Health laws and ADA Guidelines Other Pertinent Local Ordinances and Regulations NH RSAs
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Community Events

- Old Home Day is held annually in August – join our volunteers to assist and be sure to attend! Additional info on the [town’s website](http://www.belmontnh.org/belmontoldhomeday.asp) at <http://www.belmontnh.org/belmontoldhomeday.asp>.

- Visit the **Community Events** Webpage at www.belmontnh.org/belmontcommunityevents.asp. The Town hosts many wonderful Community Events during the year. Many are returning annual favorites and some are special one-time events. This page will provide information on upcoming events.

Fire Department

- Full time service providing 24/7 emergency fire and medical services
- Fire Permits can be obtained by the property owner or other person with written permission of the owner at the Belmont Fire Station, daily 7am to 9pm
- Property addresses must be prominently displayed at the street – refer to standards in the [Belmont Uniform Street Numbering Ordinance](http://www.belmontnh.org/docs/ords&apps/911Ord.pdf) at www.belmontnh.org/docs/ords&apps/911Ord.pdf.
- **Services** - Contact the Fire Station at 267-8333 for the following:
 - **Fire Safety Classes**
 - Fire Prevention and safety classes are available for Seniors.
 - Classes for scouting groups, schools, church groups, or individuals are available.
 - **Fire Station Tours**
 - Schedule a tour or just drop by for an informal visit with your firefighters
 - **Inspections**
 - Child Car Seat Inspections – Contact the Fire Station at 267-8333 to schedule an inspection
 - Wood and Pellet Stove courtesy Inspections – Have the manufacturer’s recommendations on hand.
 - Additional Available Inspections

Place of Assembly	Foster Care	Day Care
Flammable/Combustible Liquids	Blasting	Fireworks
Oil Burner Installation	Rooming/Lodging	Residential Placement
Residential Board & Care	Underground Storage Tanks	Fire Alarm Systems
Sprinkler Systems/Fire Protection Systems	General Life Safety	
Exterior Mechanical	Electrical	

- **Special Event Coverage** – We are available for block parties, birthday parties, and other special event coverage. Contact us for information on event coverage and to schedule a visit from the fire department.
- Visit the [Fire Department Website](http://www.belmontnh.org/departmentfire.asp) at www.belmontnh.org/departmentfire.asp.

History, Heritage, Cemeteries

- Belmont History/Heritage/Genealogy - www.belmontnh.org/datahistory.asp
- Belmont Heritage Commission - To promote the proper recognition, use and protection of the unique historic and cultural resources of Belmont, and also integrate preservation planning as a partnership with individuals, businesses, Town Boards and other appropriate groups. www.belmontnh.org/boardheritage.asp
- Belmont Cemetery Trustees - www.belmontnh.org/boardcemetery.asp
- Belmont NH Heritage page at www.belmontnh.net (private site) for birth, deaths, marriages, burials, cemeteries, history and genealogy information. (Official Records are maintained by the Belmont Town Clerk.)
- South Road Cemetery (only) – contact Robert Lemay, South Road Cemetery Association, P.O. Box 138, Belmont, NH 03220
- The Belmont Historical Society, established in 1969, brings together those who have an interest in preserving and recording the history of our area. More info at www.belmontnh.org/aboutbhs.asp.

Land Use – Planning – Zoning - Conservation, Cemeteries, Heritage & Preservation

- Belmont has a 7-member elected Planning Board, a 5-member elected Zoning Board, a 7-member appointed Conservation Commission, a 3-member elected Cemetery Trustee Board, and a 7-member appointed Heritage Commission
- For additional information on the Heritage Commission contact Belmonthistory@gmail.com.
- The town has adopted Zoning, Wetlands, Floodplain and Aquifer Ordinances as well as Site Plan Review, Subdivision, Driveway and Earth Excavation Regulations, Master Plan 2002, annual Capital Improvements Program

- The Conservation Commission manages the following properties that are open to passive recreation. Dogs must be leashed and cleaned up after. Remember to “Carry In – Carry Out”. Motorized wheeled Vehicles are not permitted. More info at www.belmontnh.org/dataopenspace.asp.
 - The Jeff Marden Town Forest – 119 Wildlife Boulevard Map and additional information available at www.belmontnh.org/docs/townforest.pdf
 - The Tioga River Wildlife & Conservation Area – Depot Street almost at the Northfield town line, parking area at the sign.
 - The Andrew Sanborn Farm & Pop’s Woods – Durrell Mountain Road, Rogers Road & Middle Route, parking on Durrell Mtn Road adjacent to Rogers Road.
 - The Belmont Village Railroad Spur Trail – Depot Street at the Tioga River Bridge, parking at Municipal Parking Lot on Main Street or at the Bridge on Depot Street
- Non-residential uses located on the Belmont Aquifer require annual inspections and are regulated under the Belmont Aquifer & Groundwater Protection Ordinance
- A free [Business Listing](#) on the Town’s website is available to all businesses located in Belmont at www.belmontnh.org/businessdirectory.asp
- Home Occupations and any change of commercial/industrial tenant or use require review
- Local Street maps are available
- Boards appreciate receiving comments and suggestions on Customer Service Survey available at www.belmontnh.org/docs/ords&apps/CustomerSerQuest.pdf.

Library



- Library Cards are free to residents
- Internet access, DVD & Audio books, Inter-library loans
- Pre-School Story Time and Summer Reading Programs
- Adult craft nights and a monthly adult book discussion
- Downloadable books, audios, and digital magazines
- Visit the [Library website](http://www.belmontpubliclibrary.org/belmont/) at www.belmontpubliclibrary.org/belmont/.

Police Department



- Full time service providing 24/7 emergency services
- The Belmont Police Department uses nixle.com to advise residents of emergency and routine information. You may subscribe to this service by signing on to www.nixle.com. You may receive information via text message or email. The Police Department also provides www.crimereports.com to our residents to show criminal and/or police activity in neighborhoods throughout town. Both services are free to users.
- If you install or use a security alarm, you must provide us with several things in order for us to effectively help you protect your property
 - Current list of responders – Owners must provide the police department with names and telephone numbers of alarm responders. The responder to your residence/business will allow us into the structure to check it and the responder will then shut off or reset the alarm
 - If your alarm is activated, someone must respond to the scene, regardless of the time of day. If no one responds to assist us, we will not be able to properly investigate your alarm call. Failure to do so could also cause us not to respond to repeated false alarms
 - Owners must provide the police department with names and telephone numbers of alarm responders.
 - Property Checks – If you leave your residence for an extended period of time (vacation, travel, business...) the police department will perform a property check while you are away – submit a Property Check Form (available in the Police Dispatch Office) to provide necessary information for the Officers to know whether a pet will be left at the residence, who else may be checking the residence, if there are motion sensors, etc. All information will assist the Officers in this duty and to recognize if something is out of place.
- Vehicle Identification Number (VIN) Verifications – This is a service that is provided only to full time Belmont town residents. We are unable to provide this service to businesses or seasonal residents
- Vehicle Lockouts – The Belmont Police Department provides this free service. If you or a customer locks your/their keys in the vehicle, the police department will respond and attempt to unlock the vehicle. This is a routine call and if officers are tied up on emergency calls, they may not be able to respond right away unless



there is a child locked in the vehicle. If the officer is unable to enter the vehicle, they will assist you in contacting a tow service or a locksmith

- Persons selling wares or services door to door are required to have a Town of Belmont Hawker and Peddler's license on their person and must show it upon request.
- A license is required to be engaged in business as a second-hand dealer or pawnbroker.
- Police Department Web Page – You may learn about other services that the Belmont Police Department provides as well as public safety forms, permits and ordinances by going to our website at www.belmontnhpolice.org/.

Public Works – Public Water – Public Sewer

- Mailboxes must be maintained in good condition. Be sure your mailbox is safely installed away from the public highway! Town is not responsible to repair or replace mailboxes or other structures placed within the Town Road right-of-way
- No structures may be placed within the public road right-of-way without prior permission of the Town
- Property owners are responsible to maintain/replace driveway culverts - permits are required
- Permits are required to install, alter or pave a driveway or to change the use of an existing driveway
- Connections to municipal Water and/or Sewer require permit
- Hydrant flushing takes place twice a year. Customers can expect discoloration in their water for a short time afterward.
- It is a violation of local and State law to direct water from private property into a public highway right-of-way
- The Belmont Rideshare Facility is available at 798 Laconia Road and a free commuter matching service is provided by the NH Department of Transportation at www.nh.gov/dot/nhrideshare/
- **WINTER:** keep snow cleared from your Municipal Water Meters and other utility access points. Refrain from plowing or blowing snow into the public highway - it creates a safety hazard and it's against the law! Overnight parking of vehicles along any roadway is prohibited between November 15th and April 30th.

Recreation

-  Belmont has a staffed Parks & Recreation Department – for a listing of current Recreation Programs check out their Website at www.belmontnh.org/departmentrecreation.asp
- Sargent Park facilities located at 26 Sargent Street include a playground, tennis court, two basketball courts, a roller/street hockey court, and horseshoes. The park is open from 9:00AM to 9:00PM daily; the bath house is open when staff is present. Dogs are **NOT** permitted in Sargent Park.
- The Leslie E. Roberts Beach and Recreation area located at 43 Leslie E. Roberts Drive is open to Belmont residents, a residency sticker is required – obtain from Town Clerk. The Town Beach is staffed daily from 9:00AM to 5:00PM mid June through mid August, weather permitting. The bath house is open when the lifeguards are on duty. Dogs are **NOT** permitted at the Town Beach.
-  The Lake Winnisquam Scenic Trail is now open!! Parking at the Leslie E. Roberts Beach and Winnisquam Agway. Remember to “Carry In – Carry Out” and please pick up after your dog! The Belmont Recreational Alternative Transportation Team (BRATT) continues work towards the extension of this multi-use trail as part of a 20-mile trail from Franklin to Meredith. More info at www.belmontnh.org/projectswinnitrail.asp.

Services for Senior Citizens and People with Disabilities

- Belmont Senior Center, 14 Mill Street, (603) 267-9867 <https://sites.google.com/a/bm-capes.org/elder-services/belmont>
- Community Action Program, (603) 225-3295, <http://www.lakesregionchamber.org/list/member/community-action-program-belknap-merrimack-counties-inc-concord-158>
- Community Health & Hospice, Inc., (603) 524-8444, <http://www.centralvna.org/index.html>
- Granite State Independent Living (603) 228-9680 www.gsil.org
- ServiceLink Resource Center, 1-866-634-9412, www.nh.gov/servicelink/
- The Friends Program, 1-800-536-1193, www.friendsprogram.org

Town Clerk/Tax Collector

- On-Line Services – See Town Clerk's webpage for payment options: www.eb2gov.com/scripts/eb2gov.dll/townlaunch?towncode=106
 - Auto Registration
 - Dog Licenses

- Property Tax Payments
- Municipal Water & Sewer Payments
- Boat Registration in person at Town Clerk's Office only
- Tax Bills:
 - First issue tax bills, due July 1st are based on one-half of the prior year's tax bill
 - Second issue tax bills, due in December are based on the new tax rate
- The process to register Motor vehicles begins at the Belmont Town Clerk's office – bring expiring registration and NH Driver's license - check out E-REG on the Town's website for on-line renewals
- All dogs must be registered annually no later than April 30th – late penalties apply as of June 1st
- To obtain a NH Driver's License when moving from out-of-state bring your valid out-of-state license and two forms of local residency evidence (utility bill, cable bill, etc.) to the Town Clerk to obtain a Residency Letter
- Vital Records, Marriage Licenses, Certificate for Marriage, Birth, Divorce and Death:
www.eb2gov.com/scripts/eb2gov.dll/townlaunch?towncode=106

Trash & Recycling

- Both trash and recycling are collected curbside. Our current contract is with Casella/Bestway. Your trash and recycling will be collected on the same day every week. Please place your trash and recycling curbside **by 7:00 a.m.** on your collection day. Recycling containers should be clearly marked as "Recycling". Free decals are available at the Town Clerk's Office in the Town Hall. Only residential curbside service is available through the Town. Pickup Schedule: (www.belmontnh.org/docs/SolidWaste/TrashPickupDays.pdf).
- **Non-trash items not eligible for curb-side pickup** are accepted at **Bestway Disposal**, 43 Industrial Drive. No resident sticker is required. A fee may be charged. Saturday hours 8am-12noon preferred drop-off times for Belmont residents.
- Multi-unit residential and non-residential uses must contract with a private provider.
- Household Hazardous Waste Day will be held on the last Saturday in July at the Belmont Fire Station, 14 Gilmanton Road from 8:30am to noon. More info at www.lakesrpc.org/serviceshww.asp.

Voting

- Residents can register to vote at the Town Clerk's Office or at any time the Checklist Supervisors are in session (hold open hours).
- Voters may change party affiliations at the Town Clerk's office during regular business hours or at any other time that the Checklist Supervisors are in session.
- The polls are open on voting days between 7am and 7pm at the Belmont High School gym.
- Absentee ballots available for voting – Visit Town Meeting (www.belmontnh.org/datatownreport.asp) and Elections/Voting (www.belmontnh.org/departmentvoting.asp) webpages for more information.

Website

- Information on town projects is available from our **Projects** page at www.belmontnh.org/projects.asp.
- Visit the **Economic Development** Webpage, www.belmontnh.org/businesseconomic.asp, devoted to providing our local Business Community with links to many local, regional and state-wide support providers and check out recent News Articles on businesses throughout the community.
- Quick-Link buttons are available on our home page to access our most frequently used information.
- Sign up to have the Community Newsletters and Calendars delivered right to your In-Box by sending a request to assessing@belmontnh.org. You can also access current and past editions at www.belmontnh.org/belmontnewsletter.asp.
- Be sure to visit our Veterans page at www.belmontnh.org/aboutveterans.asp
- More area information available under the **Community & Region** tab at www.belmontnh.org. See pages on Belmont, Area Recreation, Belmont Mill, Belmont Historical Society, Churches, Community Notices, Community Organizations, Media, Regional and State Information, Rideshare Information and Veterans.