



TIMELY REMINDERS

TOWN OF BELMONT, NEW HAMPSHIRE

WINTER - 2009

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 Town Website www.belmontnh.org A	Corner Meeting House 16 Sargent Street 267-8309 B	Administration 143 Main Street admin@belmontnh.org 267-8300x10 C	Public Works Roads/Water/Sewer 149 Hurricane Rd publicworks@belmontnh.org 528-2677 D
Town Clerk/Tax Coll. 143 Main Street TCTC@belmontnh.org 267-8302 E	NH Dept of Safety Satellite Office 96 Daniel Webster Hwy No local phone number F	NH Dept of Safety (Concord) Registration 271-2251 Driver Licensing 271-2371 Title Bureau 271-3111 G	Fire Department 14 Gilmanton Rd fire@belmontnh.org 267-8333 Emergency #911 H
Parks & Recreation 17 Sunset Drive recreation@belmontnh.org 524-4350 I	Land Use Planning/Zoning/Conservation 143 Main Street landuse@belmontnh.org 267-8300x19 J	Library 146 Main Street bpl@belmontnh.org www.belmontpubliclibrary.org 267-8331 K	General Assistance Welfare & General Assistance 16 Sargent Street 267-8313 L
Building/Code Enf/Health 143 Main Street building@belmontnh.org 267-8300x11 M	Police Department 16 Fuller Street 267-8350 Emergency 267-8351 Non-Emergency Emergency #911 N	Waste Management Disposal Contact Town Hall with Comments or Questions Trash to be Curbside by 7am O	Belmont Post Office 24 Post Office Road 267-6571 P
Shaker Regional School Dist 58 School Street www.shaker.k12.nh.us 267-9223 Q	Elementary School 26 Best Street www.shaker.k12.nh.us 267-6568 R	Middle School 38 School Street www.shaker.k12.nh.us 267-9220 S	High School 255 Seavey Road www.shaker.k12.nh.us 267-6525 T

Community Info:

- County – Belknap Region – Southern Lakes Region Planning Commission – Lakes Region
- First Congressional District – First 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 – 7,169 (est. 2008); Size - 31.91 square miles (30.14/land and 1.77/water)
- Fiscal Year – Jan 1st to Dec 31st; Annual Budget - \$8,398,063 (2009)
- 2009 Tax Rate per \$1,000 valuation-\$19.69 (Town/\$6.99 County/\$1.33 School/\$9.02 State Education/\$2.35)
- Neighboring communities include Canterbury, Gilford, Gilmanton, Laconia, Northfield, Sanbornton & Tilton
- National Flood Insurance Program participating community
- Utilities – PSNH & NH Electric Cooperative, National Grid Natural Gas, Fairpoint Communications, 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

Administration

- Belmont operates under the traditional selectmen(3)-town meeting form of government
- 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
- Abatement applications are due by March 1st following the second issue tax bill

Building – Health – Code Enforcement

- A permit is required for all construction, reconstruction, alteration, renovations 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 includes pools and membrane covered structures.
- Signage is defined as, “any panel, surface or object recognizable as an advertising or directional device”, temporary or permanent
- Permits required for electrical, plumbing and gas installations.
- Rental units require inspection every 3rd year
- Increased after-the-fact fees apply
- Applicable setbacks between proposed construction and property lines, wetlands, water and unrelated structures apply
- Applicable codes are:
 - Belmont Zoning, Wetlands & Aquifer Ordinances
 - Belmont Site Plan and Subdivision Regulations
 - Local Building Codes
 - 2006 International Building Code
 - 2006 International Plumbing Code
 - 2008 NFPA 70 - National Electric Code
 - 2006 NFPA 101 - Life Safety Code
 - 2006 International Mechanical Code
 - 2006 International Energy Conservation Code
 - 2006 International Residential Code
 - NH State Public Health laws and ADA Guidelines
 - Other Pertinent Local Ordinances and Regulations and NH RSAs

Fire

- Full time service providing 24/7 emergency fire and medical services – fire insurance rating 4/9
- Fire Permits can be obtained by the property owner or other with written permission of the owner at the Belmont Fire Station, daily 7am to 9pm
- Home or business fire and safety inspections can be scheduled M-F from 7:30am to 3:30pm
- Property address must be prominently displayed at the street – refer to standards in the Belmont Uniform Street Numbering Ordinance
- Fire Prevention and Educational materials may be obtained at the Belmont Fire Station

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 5-member appointed Heritage Commission
- The town has adopted Zoning, Wetlands and Aquifer Ordinances as well as Site Plan Review, Subdivision, Driveway and Earth Excavation Regulations, Master Plan 2002, annual Capital Improvements Program

- Commercial and/or industrial uses located on the Belmont Aquifer require annual inspections and are regulated under the Belmont Aquifer Ordinance
- A free Business Listing on the Town's website is available to all businesses located in Belmont
- Home Occupations and any change of commercial/industrial tenant or use requires review
- Local Street maps are available
- Boards appreciate receiving comments and suggestions on Customer Service Survey at <http://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

Police

- 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. The service is free and you may receive information via text message or email.
- 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.
- 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.
- 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 <http://www.belmontnh.org/bpd/bpdmain.htm>

Public Works – Public Water – Public Sewer

- Property owners are responsible to maintain/replace driveway culverts - permits are required
- No structures may be placed within the public road right-of-way without prior permission of the Town
- Mailboxes must be maintained in good condition
- Town is not responsible to repair or replace mailboxes or other structures placed within the Town Road right-of-way
- It is against the law to plow or blow snow into the Town Road right-of-way
- 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.
- 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/

Recreation

- Belmont has an appointed Recreation Committee and a staffed Parks & Recreation Department – check out the Town’s website for a listing of current Recreation Programs.
- Old Home Day is held annually on the second Saturday in August – additional info on the town’s website.
- 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. The Town Beach is staffed daily from 9:00AM to 5:00PM mid June through mid August, and weekends until Labor Day, weather permitting. The bath house is open when the lifeguards are on duty. Dogs are **NOT** permitted at the Town Beach.
- Sargent Park facilities located at 26 Sargent Street include a playground, skate and bike park, 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 the department has programs running in the park.
- The Belmont Recreational Alternative Transportation Team (BRATT) is working towards the construction of a multi-use trail as part of a 20-mile trail from Franklin to Meredith

Town Clerk/Tax Collector

- 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
- Obtain absentee ballots for voting

Trash

- Residential curbside trash pickup is provided by Waste Management Disposal Service. Call the Town Hall with questions or comments (267-8300). Trash should be curbside no later than 7am. Collection is made from one side of the street at a time. Trash pickup scheduled on Christmas Day, New Years Day, Memorial Day, July 4th, Labor Day and Thanksgiving will be rescheduled.
- All multi-residential and non-residential uses must contract separately for on-site trash collection
- Recyclables are accepted at Bestway Disposal and two free recycle bins per household are available at the Town Hall
- All non-trash items not eligible for curbside pickup are accepted at Bestway Disposal, no resident sticker is required
- Household Hazardous Waste Collection is held annually on the last Saturday in July

Voting

- Residents can register to vote at the Town Clerk’s Office
- Voting occurs at the Belmont High School gym

Other

- The Belmont Historical Society, established in 1969, brings together those who have an interest in preserving and recording the history of our area, <http://www.belmontnh.net/BelmontHistoricalSociety.html>
- More area information available at http://belmontnh.org/about_belmont.asp