

# NON-ORDINANCE BASED FEES, FINES & PENALTIES

For 07/01/2015 Effective Date

DEPT	DEPT/DIV ENFORCING THE CODE	CODE ARTICLE/SECTION	CHAPTER, SECTION & SUB-SECTIONS	FEE DESCRIPTION	QUANTITY PER MEASURE	UNIT OF MEASURE	LOGOS GL ACCT NO.	CURRENT FEE AMOUNT	FEE RATE CHANGE - YES OR NO?	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE / (DECREASE)	% OF INCREASE / (DECREASE)	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE
ALL DEPTS/ DIV	ALL DEPTS/DIV			Charge for staff research on any item on file.	1	Per hour after first 15 minutes	varies by dept.	30.00	YES	0.00	-30.00	-100.00%	pre-2005	02/18/2015 Per Janice Bonenfant as discussed with Tom Aspell - DELETE THIS FEE FOR FY2016. Tom Aspell will discuss with department/division heads at their meeting.
General Services	Highway & Utilities			Off-duty hours Reconnect Fee	1	occurrence	7800 40 31 110 34023.000	210.00	YES	220.50	10.50	5.00%	04/14/14	Fee increase recommendation was based on wage increases.
General Services	Highway & Utilities			Painting Private Hydrant	1	each	7800 40 31 255 34019.000	68.00	YES	71.50	3.50	5.15%	04/14/14	Fee increase recommendation was based on wage increases.
General Services	Highway & Utilities			Fire flow test upon request	1	each	7800 40 31 255 34019.000	151.00	YES	157.00	6.00	3.97%	04/14/14	Fee increase recommendation was based on wage increases.
General Services	Highway & Utilities			FOREMAN CALL-IN (minimum)	1	occasion	7800 40 31 110 34023.000	210.00	YES	220.50	10.50	5.00%	04/14/14	Fee increase recommendation was based on wage increases.
General Services	Highway & Utilities			Coring hole in CB or MH large (10" - 15")	1	coring	7800 40 31 110 34023.000	565.00	YES	593.25	28.25	5.00%	04/14/14	Fee increase recommendation was based on wage increases.
General Services	Admin			Meter Test - Smaller than 3"	1	each	7800 40 31 256 34019.000	82.50	YES	85.00	2.50	3.03%	04/14/14	Consistent with increases in staff direct labor
General Services	Admin			Meter Test - 3" and larger	1	each	7800 40 31 256 34019.000	190.00	YES	195.00	5.00	2.63%	04/14/14	Consistent with increases in staff direct labor
General Services	Admin			Backflow Prevention Device Test	1	each	7800 40 31 130 34025.000	60.00	YES	65.00	5.00	8.33%	04/14/14	Consistent with increases in staff direct labor
General Services	Admin			Turning water on after non-payment	1	each	7800 40 31 130 34025.000	60.00	YES	61.50	1.50	2.50%	04/14/14	Consistent with increases in staff direct labor
General Services	Admin			Seasonal meter installation	1	each	7800 40 31 130 34025.000	75.00	YES	77.00	2.00	2.67%	04/14/14	Consistent with increases in staff direct labor
General Services	Highway & Utilities			Main line TV of sewer and drain lines	1	hour	7900 40 31 110 34031.000	173.25	YES	182.00	8.75	5.05%	04/14/14	Fee increase recommendation was based on wage increases.

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General Services	Highway & Utilities			Lateral TV of sewer and drain lines	1	hour	7900 40 31 110 34031.000	115.50	YES	121.25	5.75	4.98%	04/14/14	Fee increase recommendation was based on wage increases.
General Services	Water			Out of Cycle Bill - A fee should apply to a Out of Cycle Read & Bill. When a water service transfer occurs other than on Thursday (free).	1	each	7800 40 31 256 34019.000	40.00	YES	41.00	1.00	2.50%	04/14/14	Consistent with increases in staff direct labor
General Services	Arena			Ice Rentals - Hourly Prime Time Ice	1	hr.	7400 40 34 235 35031.003	250.00	YES	255.00	0.00	0.00%	4/8/2013	Recommendation was based on local market study conducted by General Services
General Services	Arena			Ice Rentals - Hourly Non-Prime Time Ice	1	hr.	7400 40 34 235 35031.003	185.00	YES	188.00	3.00	1.62%	4/14/2014	Recommendation was based on local market study conducted by General Services
General Services	Arena			High School Games Rate	1	hour	7400 40 34 235 35031.003	262.00	YES	265.00	3.00	1.15%	4/8/2013	Recommendation was based on local market study conducted by General Services
General Services	Arena			Facility Rentals - Non ice Daily Rental	1	each	7400 40 34 235 35031.004	1,895.00	YES	1,915.00	20.00	1.06%	4/14/2014	Recommendation was based on local market study conducted by General Services
General Services	Arena			Parking Lot	6	months	7400 40 34 235 35031.004	995.00	YES	1,015.00	20.00	2.01%	4/14/2014	Recommendation was based on local market study conducted by General Services
General Services	Arena			Parking Lot	12	months	7400 40 34 235 35031.004	1,925.00	YES	1,950.00	25.00	1.30%	4/14/2014	Recommendation was based on local market study conducted by General Services
General Services	Arena			High School Tournament Rate	1	Hour	7400 40 34 235 35031.003	330.00	YES	335.00	5.00	1.52%	4/8/2013	Recommendation was based on local market study conducted by General Services
General Services	Arena			Parking Lot 1 Day Rental	1	Day	7400 40 34 235 35031.005	NEW FEE	NEW FEE	125.00	125.00	100.00%	NEW FEE	NEW FEE - Parking Lot 1 Day Rental

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General Services	Arena			Roller Skate (Public Skate)	1	each	7400	40	34	235	35031.003	NEW FEE	NEW FEE	5.00	5.00	100.00%	NEW FEE	NEW FEE - Roller Skate (Public Skate)
General Services	Arena			Roller-Skate Rental	1	each	7400	40	34	235	35031.003	NEW FEE	NEW FEE	5.00	5.00	100.00%	NEW FEE	NEW FEE - Roller Skate Rental
General Services	Arena			Parking Lot (Christmas Tree Sales)	1		7400	40	34	235	35031.004	4,000.00	YES	4,200.00	200.00	5.00%		Recommendation was based on local market study conducted by General Services
General Services	WWTP			Septage Hauler Discharge Permit Application	1	each	7900	40	31	110	34035	160.00	YES	200.00	40.00	25.00%	4/14/2014	Proposed fee increase was based on estimated cost of service update.
Legal	Solicitor's Office			Fees charged for prosecution services to the town of LOUDON	1	year	11	12	6		33799	31,857.42	YES	32,175.00	317.58	1.00%	4/14/2014	Proposed fee increase was based on increase in cost of services.
Legal	Solicitor's Office			Fees charged for prosecution services to the town of BOW - ADULT	1	year	11	12	6		33799	20,565.62	YES	20,775.00	209.38	1.02%	4/14/2014	Proposed fee increase was based on increase in cost of services.
Legal	Solicitor's Office			Fees charged for prosecution services to the town of BOW - JUVENILE	1	year	11	12	6		33799	5,143.93	YES	5,195.00	51.07	0.99%	4/14/2014	Proposed fee increase was based on increase in cost of services.
Legal	Solicitor's Office			Fees charged for prosecution services to the town of DUNBARTON.	1	year	11	12	6		33799	6,426.63	YES	6,490.00	63.37	0.99%	4/14/2014	Proposed fee increase was based on increase in cost of services.
Library	Library			A fine is charged when an item is not returned by the designated date. (Fines are not charged for days the library is closed.)	1	per day	11	61	1	1	35045.000	12.50	YES	0.00	-12.50	-100.00%	4/9/2012	We no longer buy VHS, or replace them.
Library	Library			A fine is charged when an item is not returned by the designated date. (Fines are not charged for days the library is closed.)	1	per day	11	61	1	1	35045.000	20.00	YES	10.00	-10.00	-50.00%	1/1/2011	Industry average of Manchester, Nashua, Keene, Portsmouth, Dover in 2014.

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Library				A fine is charged when an item is not returned by the designated date. (Fines are not charged for days the library is closed.)	1	per day	11 61 1	12.50	YES	0.00	-12.50	-100.00%	4/9/2012	Maximum fine for juvenile VHS was increased from \$-0.00 to \$12.50 in 2012, but we don't buy many VHS anymore. VHS has gotten cheaper as well.
Library				A fine is charged when an item is not returned by the designated date. (Fines are not charged for days the library is closed.)	1	per day	11 61 1	20.00	YES	10.00	-10.00	-50.00%	1/1/2011	Industry average of Manchester, Nashua, Keene, Portsmouth, Dover in 2014.
Library				A fee is imposed for requesting a book from another library and not coming to pick it up.	1	per day	11 61 1	5.00	YES	0.00	-5.00	-100.00%	4/11/2005	Recommend eliminating this line as it's unusual to penalize for this.
Library				A flat fee is charged for the replacement of lost materials which reflects the average cost of that category of material.	1	per title	11 61 1	15.00	YES	12.50	-2.50	-16.67%	4/9/2012	Industry average was based on each full list price which we do not have cataloged uniquely for each title. Prices have dropped recently.
Library				A flat fee is charged for the replacement of lost materials which reflects the average cost of that category of material.	1	per title	11 61 1	20.00	YES	0.00	-20.00	-100.00%	4/11/2011	The library is no longer purchasing audiocassettes.

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Library	Library			A flat fee is charged for the replacement of lost materials which reflects the average cost of that category of material.	1	per unit	1 11 61 1	12.00	YES	0.00	-12.00	-100.00%	4/11/2011	The library is no longer purchasing audiocassettes. This replacement cost is consistent with that of a CD.
Library	Library			A flat fee is charged for the replacement of lost materials which reflects the average cost of that category of material.	1	per title	1 11 61 1	60.00	YES	0.00	-60.00	-100.00%	4/11/2011	The library is no longer purchasing audiocassettes. This replacement cost is consistent with that of a CD.
Library	Library			A flat fee is charged for the replacement of lost materials which reflects the average cost of that category of material.	1	per title	1 11 61 1	20.00	YES	15.00	-5.00	-25.00%	4/11/2005	Industry average was based on full list price which we do not have cataloged uniquely for each title.
Library	Library			A flat fee is charged for the replacement of lost materials which reflects the average cost of that category of material.	1	per unit	1 11 61 1	25.00	YES	15.00	-10.00	-40.00%	4/9/2012	Industry average was based on each full list price which we do not have cataloged uniquely, but average prices have lowered recently. Fines should be lower than replacement price.
Library	Library			A flat fee is charged for the replacement of lost materials which reflects the average cost of that category of material.	1	per title	1 11 61 1	70.00	YES	50.00	-20.00	-28.57%	4/14/2008	Industry average was based on each full list price which we do not have cataloged uniquely, but average prices have lowered recently. Fines should be lower than replacement price.

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Library	Library			A flat fee is charged for the replacement of lost materials which reflects the average cost of that category of material.	1	per title	11 61 1	25.00	YES	15.00	-10.00	-40.00%	4/9/2012	Industry average was based on each full list price which we do not have cataloged uniquely, but average prices have lowered recently. Fines should be lower than replacement price.
Parks & Rec	Adm			Fall Soccer	1	ea.	11 62 2	45.00	YES	59.00	14.00	31.11%	Fall 2014	Range is \$45 to \$59 pp. cost of paid officials have gone up. This is what we charged Fall 2014
Parks & Rec	Adm			Play Camp	1	ea.	11 62 2	116.00	YES	131.00	15.00	12.93%	Summer 2014	cost of day trips have gone up. This is what we charged summer 2014
Parks & Rec	Adm			Rec Camp	1	ea.	11 62 2	121.00	YES	126.00	5.00	4.13%	Summer 2014	cost of day trips have gone up. This is what we charged summer 2014
Parks & Rec	Adm			Teen Camp	1	ea.	11 62 2	147.00	YES	154.00	7.00	4.76%	Summer 2014	cost of day trips have gone up. This is what we charged summer 2014
Parks & Rec	Adm			Winter Basketball	1	ea.	11 62 2	45.00	YES	59.00	14.00	31.11%	Fall 2014	Range is \$45 to \$59 pp. cost of paid officials have gone up. This is what we charged Fall 2014
Parks & Rec	Adm			Pools-Non Resident Pool Passes	1	ea.	11 62 2	113.00	YES	120.00	7.00	6.19%	2/14/2011	Recommend increase at this time.
Parks & Rec	Adm			Pool Rentals (2 hrs.)	1	ea.	11 62 2	103.00	YES	110.00	7.00	6.80%	2/14/2011	Recommend increase at this time.
Parks & Rec	Adm			Green St Community Center - Girls Inc.	1	ea.	11 62 2	14,918.00	YES	0.00	-14,918.00	-100.00%	4/1/2011	DELETE
Parks & Rec	Adm			Ski and Skate Sale	1	hour	11 62 2	2,137.00	YES	2,200.00	63.00	2.95%	4/1/2011	Recommend increase at this time.
Parks & Rec	Adm			Men's Basketball (Player Fees)	1	hour	11 40 33	28.00	YES	32.00	4.00	14.29%	4/1/2011	Recommend increase at this time.
Parks & Rec	Adm			Green Street Community Center -Game Room	1	hour	11 62 2	16.00	YES	21.00	5.00	31.25%	4/1/2011	Recommend increase at this time.
Parks & Rec	Adm			Green Street Community Center -Lounge	1	hour	11 62 2	16.00	YES	21.00	5.00	31.25%	4/1/2011	Recommend increase at this time.

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Parks & Rec	Adm			Green Street Community Center -Canteen	1	hour	35031.002	16.00	YES	21.00	5.00	31.25%	4/11/2011	Recommend increase at this time.
Parks & Rec	Adm			Coffee Houses	1	each	34034.000	5.00	YES	0.00	-5.00	-100.00%	1/1/2008	DELETE
Parks & Rec	Adm			Skate Rentals	1	each	34034.000	2.00	YES	0.00	-2.00	-100.00%	1/1/2008	DELETE
Parks & Rec	Adm			For large groups and events GS may charge an additional charge for park maintenance (OT - per staff, per hour, 3 hour min)	1	hour		30.00	YES	32.00	2.00	6.67%		Staff pay has increased over the past four years
Parks & Rec	Beaver Meadow Golf Course			Season Permits - Senior I Seniors, 65 years or over - Mid week 5 days; cannot play on weekends and holidays.	1	each	34060 191	725.00	YES	760.00	35.00	4.83%	9/8/2014	The Parks & Recreation Dept and the Golf Course Advisory Committee (GCAC) recommended some rate increases for the 2015 Golf season as discussed & agreed at their August 2014 meeting. The City Council approved their recommendation at their 09/08/2014 meeting.
Parks & Rec	Beaver Meadow Golf Course			Season Permits - Senior II Seniors 65 years or over - Monday-Thursday; cannot play on weekends and holidays or on Fridays, June 15th through Labor Day.	1	each	34060 191	641.00	YES	690.00	49.00	7.64%	9/8/2014	The Parks & Recreation Dept and the Golf Course Advisory Committee (GCAC) recommended some rate increases for the 2015 Golf season as discussed & agreed at their August 2014 meeting. The City Council approved their recommendation at their 09/08/2014 meeting.
Parks & Rec	Beaver Meadow Golf Course			Season Permits - Senior I Non Resident Seniors, 65 years or over (cannot play on weekends and holidays).	1	each	34060 191	900.00	YES	0.00	-900.00	-100.00%	11/14/2011	Per David Gill - Please delete as we no longer offer "non-resident permit fees"

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Parks & Rec	Beaver Meadow Golf Course		Annual membership fee. Adult	1	each	7300 62 33 191 34060	1,197.00	YES	1,255.00	58.00	4.85%	9/8/2014	The Parks & Recreation Dept and the Golf Course Advisory Committee (GCAC) recommended some rate increases for the 2015 Golf season as discussed & agreed at their August 2014 meeting. The City Council approved their recommendation at their 09/08/2014 meeting.
Parks & Rec	Beaver Meadow Golf Course		Annual membership fee. Adult	1	each	7300 62 33 191 34060	1,250.00	YES	0.00	-1,260.00	-100.00%	11/14/2011	Per David Gill - Please delete as we no longer offer "non-resident permit fees"
Parks & Rec	Beaver Meadow Golf Course		Annual membership fee. Family (husband and wife only)	1	each	7300 62 33 191 34060	2,158.00	YES	2,200.00	42.00	1.95%	9/8/2014	The Parks & Recreation Dept and the Golf Course Advisory Committee (GCAC) recommended some rate increases for the 2015 Golf season as discussed & agreed at their August 2014 meeting. The City Council approved their recommendation at their 09/08/2014 meeting.
Parks & Rec	Beaver Meadow Golf Course		Annual membership fee - Nonresident - Family (husband and wife only)	1	each	7300 62 33 191 34060	2,270.00	YES	0.00	-2,270.00	-100.00%	11/14/2011	Per David Gill - Please delete as we no longer offer "non-resident permit fees"



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Parks & Rec	Beaver Meadow Golf Course			Annual membership fee - Nonresident - Family Addition. Family Memberships now include minors living in household (ages 18 and under)	1	each	7300 62 33 191 34060	295.00	YES	0.00	-295.00	-100.00%	11/14/2011	Per David Gill - Please delete as we no longer offer "non-resident permit fees"
Parks & Rec	Beaver Meadow Golf Course			Annual membership fee - Nonresident - Junior (full-time student under 18)	1	each	7300 62 33 191 34060	325.00	YES	0.00	-325.00	-100.00%	11/14/2011	The Parks & Recreation Dept and the Golf Course Advisory Committee (GCAC) recommended some rate increases for the 2015 Golf season as discussed & agreed at their August 2014 meeting. The City Council approved their recommendation at their 09/08/2014 meeting.
Parks & Rec	Beaver Meadow Golf Course			Twilight membership fee	1	each	7300 62 33 191 34060	780.00	YES	875.00	95.00	12.18%	9/8/2014	The Parks & Recreation Dept and the Golf Course Advisory Committee (GCAC) recommended some rate increases for the 2015 Golf season as discussed & agreed at their August 2014 meeting. The City Council approved their recommendation at their 09/08/2014 meeting.

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Parks & Rec	Beaver Meadow Golf Course			Young Adult - This new membership is open to young adults ages 19 to 29 ages old and is a full seven days a week membership	1	each	7300 62 33 191 34060	835.00	YES	900.00	65.00	7.78%	9/8/2014	The Parks & Recreation Dept and the Golf Course Advisory Committee (G/CAC) recommended some rate increases for the 2015 Golf season as discussed & agreed at their August 2014 meeting. The City Council approved their recommendation at their 09/08/2014 meeting.