

REDACTED

SERVICES AGREEMENT

This Services Agreement ("Agreement") is made as of April ^{November} 10, 2021 by and between Hampstead Area Water Company, Inc. ("HAWC") on the one hand, and Atkinson Area Waste Water Recycling, Inc. ("AAWWR") on the other hand (, all New Hampshire corporations, and all of 54 Sawyer Avenue, Atkinson, New Hampshire. AAWWR and HAWC are related parties.

WHEREAS, AAWWR, a New Hampshire public utility sewer company, operates a system in Atkinson, New Hampshire and has need of certain professional, administrative, sewer plant related serves, and other related services, and

WHEREAS, HAWC, a New Hampshire public utility water company, has the services and facilities necessary to AAWWR's daily operations.

NOW THEREFORE the parties agree as follows:

1. Services

HAWC will provide, on an as needed basis, those services as set forth on Schedule A at the hourly or other fair market rate as set forth on Schedule A, unless the services are already addressed in the Billing and Disconnect/Reconnect Agreement between AAWWR and HAWC.

2. Parts and Supplies

- a. HAWC will provide AAWWR with office supplies at HAWC's cost, plus overhead.
- b. HAWC may, at its discretion, provide operating, repair & replacement parts and supplies with the balance outstanding totaling not more than \$1,000.00 in the aggregate at any one time. Such parts or supplies shall be furnished to AAWWR at HAWC's direct cost plus the then applicable overhead factor as set forth below.

3. Labor Burden

For all labor costs set forth on Schedule A (see section 1) and Exhibits 1 and 2 thereto, which rates constitute the gross pay hourly/salary payments, at fair market rates, to the individual concerned, HAWC will add a Labor Burden cost which represents the indirect cost of such labor, such as workers compensation insurance, employee benefits, employer paid payroll taxes, etc. Such Labor Burden shall be calculated in accordance with Exhibit 1 to Schedule A and shall be calculated on or before April 1st of the following year as of December 31st of the previous year and shall apply to the following 12 months beginning April 1. The Labor Burden for 2021 is forty-two percent (42%) of the direct labor rate paid to each employee of HAWC.

4. Overhead Expense

For all costs (labor, materials & services) set forth on Schedule A, HAWC will add an Overhead expense factor (General & Administrative) multiplier calculated on or before April 1st of the following year as of December 31st each year to be applied to the following 12 months beginning April 1, in accordance with the formula set forth on Exhibit 2 to Schedule A. For 2021, this factor is fourteen percent (14%).

5. Billing Procedure and Content


A. HAWC will bill AAWWR monthly, in arrears, for the actual cost of all of the items set forth in Sections 1 through 4 above incurred and/or consumed in the previous month.

B. No supply material cost, labor charge, overhead or labor burden HAWC charges to AAWWR shall include profit, mark up, or additional labor burden or additional overhead from a related company for the same service, part, or supply.

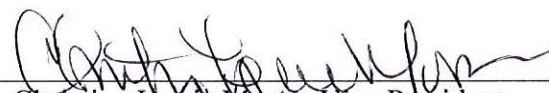
C. In the event any employee of AAWWR or any equipment belonging to AAWWR is used by HAWC in any or for any work or project other than AAWWR's operations, HAWC shall pay to AAWWR the cost of such, including the then Labor Burden and overhead rates.

D. This Agreement may be cancelled at any time by any party upon ninety (90) days of notice to the other, without penalty, and will otherwise automatically renew from year to year until and unless such notice is given. This Agreement and any amendment or changes thereto, including cancelation, are subject to the prior written approval of the New Hampshire Public Utilities Commission.

ATKINSON AREA WASTE WATER RECYCLING, INC.

By: 
Christine Lewis Morse, Vice President


THE HAMPSTEAD AREA WATER COMPANY, INC.

By: 
Christine Lewis Morse, Vice President

STATE OF NEW HAMPSHIRE
ROCKINGHAM COUNTY

This instrument was acknowledged before me this 10th day of November, 2021 by Christine Lewis Morse as Vice President of Atkinson Area Waste Water Recycling, Inc. and by Christine Lewis Morse as Vice President of The Hampstead Area Water Company, Inc.




Notary Public
My commission expires: 12-5-2023

LEWIS BUILDERS DEVELOPMENT INC.

9/1/2021

Labor Burden & Overhead
FOR THE YEAR 2021

REDACTED

		Per Trial Balance 12/31/20
1-10-4100	401 K Expense	
1-10-4140	Builders Risk Insurance	
1-10-4220	Equipment Expense - Fuel	
1-10-4221	Unleaded Gas	
1-10-4222	Diesel Fuel	
1-10-4280	Health Insurance	
1-10-4300,5300	Holiday\Vacation\Sick	
1-10-4320	Life Insurance - Field	
1-10-4350	Misc Tools	
1-10-4360	Consumable Supplies	
1-10-4365	Recycling Charges	
1-10-4370	Permit, approval, etc	
1-10-4380	Misc Utilities	
1-10-4400	Payroll Taxes	
1-10-4420	Employee Disability Insurance	
1-10-4440	Purchase Discounts	
1-10-4475	Travel, Books, Plans, Estimating, Misc	
1-10-4485	Cell Phones, Pagers	
1-10-4500	Workers Comp Insurance	
1-10-4510	Safety	
1-10-5280	Engineering & Other Payroll	
1-90-5420	Real estate Taxes (Misc Land)	
	Porton of Officers salary assigned to Labor Burden - 10%	
	401k - field included in G & A	n/a
	Life Insurance - Field included in G & A	n/a
	1/2 of Insurance in Account 1-90-5160	
	Less: G & A Workers Compensation	n/a
Adjusted Indirect Overhead		
Total Direct Labor 1-10-4040		
Labor Burden %		42%

LEWIS BUILDERS DEVELOPMENT INC.

9/1/2021

Labor Burden & Overhead
FOR THE YEAR 2021**REDACTED****Per Trial
Balance
12/31/20**

Revenue (all 3000 accts)

G & A Expenses:

1-90-5280 Admin Payroll
1-90-5285 Extended FMLA pay
1-90-5300,4300 Holiday\Vacation\Sick
1-90-5320 Marketing Payroll
1-90-5340 Officer's Salary
1-90-5120 Misc Employee Benefits
1-90-5140 Health Insurance
1-90-5220 Marketing Misc
1-90-5221 Advertising - Online
1-90-5225 Advertsing - Print
1-90-5230 Marketing - Software
1-90-5232 Marketing - Community
1-90-5234 Marketing - Customer App
1-90-5236 Marketing - Branding
1-90-5237 Marketing - Signage
1-90-5238 Marketing - HAWSCO
1-90-4400 Payroll Taxes
1-90-4440 Purchase Discounts
1-90-4500 Workers Comp - Admin
1-90-5520 Utilities - Heat, Elec
1-90-5521 Utilities - Oil
1-90-5522 Utilities - Kerosene
1-90-5523 Utilities - Propane
1-90-5000 Accounting Fees
1-90-5001 Accounting - Year End Work
1-90-5002 Accounting - 401K
1-90-5180 Legal
1-90-5200 Life Insurance - Admin
1-90-5245 Misc Exp - Soda
1-90-5400 Professional Development
1-90-5260 Office Expenses
1-90-5261 Office Exp - Copier
1-90-5430 Rent
Rent paid by HAWC
1-90-5480 Telephone
1-90-4100 401 K Expense - Admin
1-90-5380 Postage
Less Postage billed to HAWC
see comment Misc
1-90-4040 Admin OT Payroll
1-90-5060 Depreciation
1-90-5050 Computer Expense - Misc
1-90-5051 Computer Maint & Service Contracts
1-90-5160 1/2 of Insurance
Less: salary included in Labor Burden
Less: Wages - Property Manager
Less: Burden for above wages - as above

Adjusted G & A expenses**Overhead %****14%**