



**2008  
Annual Reports  
Town of Windham, NH**

# ANNUAL REPORTS

OF THE

OFFICERS, TRUSTEES, AGENTS,  
COMMITTEES AND ORGANIZATIONS

OF THE

# TOWN OF WINDHAM

NEW HAMPSHIRE



FOR THE YEAR

# 2008

ON THE COVERS: Both our front and rear covers this year feature staff photos from the December 2008 Ice Storm that blanketed Windham and our surrounding communities.

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# Dedication

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Harriet Beecher Stowe is often quoted as saying: "So much has been said and sung of beautiful young girls; why don't somebody wake up to the beauty of old women?"; and Lady Diana Cooper as: "First you are young; then you are middle-aged; then you are old; then you are wonderful." Wise women, indeed and, while we are not singers or songwriters, we are delighted to take this opportunity to acknowledge and appreciate the milestone birthdays of two of Windham's loveliest ladies.



*Maria Webber celebrated her 100<sup>th</sup> birthday on August 30. Maria was a teacher and positive influence on countless Windham youth - for many, many years - and many of them joined together at the Searles Building where she once taught to honor her. Maria has resided in Windham for over 75 years.*

*The "younger" of the two, Iola Zins celebrated her 100<sup>th</sup> birthday on October 28<sup>th</sup>. A resident of Windham for over 80 years, Iola marked another "small" milestone in 2008; the birth of her first great-great-granddaughter, Rylie. In all, Iola has 18 great-grandchildren and 9 grandchildren.*



It gives us great pleasure to dedicate the 2008 Annual Reports to Maria and Iola... may they have a happy and healthy year, with many more to come!

# *In Memorium*

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*"The goal isn't to live forever... the goal is to create something that will." Unknown*

Each of these individuals over their years as Windhamites; whether through their dedication to our youngest residents, our historic landmarks, or our senior citizens; has left their mark on the history of Windham. Each will be fondly remembered for all they have contributed to our community.



**ELIZABETH WILDER: 02/15/2008**

Active as a volunteer for numerous years in the preservation/restoration efforts at the Searles Castle, Elizabeth was also a member of the Windham Garden Club.



**FLORENCE MANNING: 08/13/08**

A former, long-time resident, Florence was instrumental in establishing the Town's first Cub Scout troop and Headstart program; and she also volunteered for many years at the Windham schools.



**RICHARD RIENDEAU: 09/25/2008**

Active in the Windham Boy Scouts, as a Scout Master and Den Leader, Richard assisted in the Caboose restoration efforts by working with his son, Cliff, on his Eagle Scout project.



**RICHARD PEABODY: 12/09/2008**

Dick was a founding member of the Windham Little League and Men's Softball Leagues, where he coached for many years. He also served as a Cub Master, a member of the Neighborhood Club and, later, an active member of the Windham Seniors, Inc.



**HANNELORE HINMAN: 12/25/2008**

Hanne, though quiet and unassuming, contributed much to Windham through her active participation in the Woman's Club, Neighborhood Club, Windham Seniors, and as a volunteer at the Searles Castle.



# Town Officers

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## BOARD OF SELECTMEN

*Dennis Senibaldi - 2009*

Roger Hohenberger - 2009  
Galen Stearns - 2011

Bruce Breton - 2010  
Charles McMahon - 2011

## TOWN ADMINISTRATOR

David Sullivan

## ASSISTANT TOWN ADMINISTRATOR/FINANCE DIRECTOR

Dana Call

### TOWN CLERK

Joan Tuck - 2009  
Nicole Merrill, Deputy

### TAX COLLECTOR

Ruth Robertson  
Alice Hunt, Deputy

### MODERATOR

Peter Griffin - 2010

### TREASURER

Robert Skinner - 2009

### TOWN ASSESSOR

Rex A. Norman, CNHA

### CHIEF OF POLICE

Gerald Lewis  
Patrick Yatsevich, Captain

### FIRE CHIEF/ WARDEN

Thomas L. McPherson, Jr.  
Robert Leuci, Jr., Deputy

### PLANNING & DEVELOPMENT DIR.

Alfred Turner, Jr.

### CODE ENFORCEMENT OFFICER

Michael McGuire, Interim

### HEALTH OFFICER

Alfred Turner, Jr.

### BUILDING INSPECTORS

Michael McGuire / Ron Preble

### HIGHWAY AGENT

Jack McCartney

### INFORMATION TECH. DIRECTOR

Eric DeLong

### TRANSFER STATION MANAGER

David Poulson

### RECREATION COORDINATOR

Cheryl Haas

### LIBRARY DIRECTOR

Carl Heidenblad  
Diane Mayr/Lois Freeston, Asst. Directors

### ANIMAL CONTROL OFFICERS

Alfred Seifert / Michael Simpson

### MAINTENANCE SUPERVISOR

Allan Barlow

### CABLE TV STUDIO COORDINATOR

Anastacia Sofronas

## ROCKINGHAM PLANNING COMMISSION

Annette Stoller - 2010

Peter Griffin - 2009

Eileen Maloney - 2011

## TRUSTEES OF TRUST FUNDS

*Alphonse Marcil, Jr., Chair - 2011*

Shirley Beaulieu - 2009

Dennis Root - 2010

# Town Officers

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## TRUSTEES OF CEMETERY

*Gail Webster, Chair - 2011*

Laura Swenson - 2009

Wendi Devlin - 2010

## TRUSTEES OF MUSEUM

*Jean Manthorne, Chair - 2010*

Kim Monterio - 2009

Dennis Root - 2011

## TRUSTEES OF LIBRARY

*Joan Griffin, Chair - 2010*

Wendy Keller - 2009

Lisa Thornton - 2009

Carolyn Webber - 2009

Christopher Monterio - 2010

Mary Lee Underhill - 2010

Mark Branoff - 2011

Anne Marie O'Neil - 2011

## SUPERVISORS OF THE CHECKLIST

*Robert Skinner, Chair - 2012*

Candy Johnson - 2012

Jill Moe - 2013

## PLANNING BOARD

*Phil Lochiatto, Chair - 2010*

Nancy Prendergast - 2009

Pam Skinner - 2009

Walter Kolodziej - 2010

Ruth-Ellen Post - 2010

Rick Okerman - 2011

Bruce Breton, Selectmen - 2009

Galen Stearns, Selectman Alt. - 2009

Louis Hersch, Alternate - 2011

Kristi St. Laurent, Alternate - 2011

Sy Wrenn, Alternate - 2011

## ZONING BOARD OF ADJUSTMENT

*Mark Samsel, Chair - 2011*

Tom Murray - 2009

Dianna Fallon - 2009

Jim Tierney - 2010

John Alosso - 2010

Bruce Richardson, Alternate - 2011

## CONSERVATION COMMISSION

*Jim Finn, Chair - 2010*

Dennis Senibaldi - 2009

Brian Dellorfano - 2009

Chris Rosetti - 2010

Wayne Morris - 2011

Pam Skinner - 2011

Bruce Anderson - 2011

Bernie Roulliard, Alternate - 2009

## CAPITAL IMPROVEMENTS COMMITTEE

*Phil LoChiatto, Chair, Planning Board Member*

Rick Okerman, Planning Board

Mike Hatem, School Board

Bruce Anderson, School Board Alternate

Roger Hohenberger, Selectman

Galen Stearns, Selectman Alternate

Bruce Breton, Citizen - 2009

Rob Gustafson, Citizen - 2010

Jack Merchant, Citizen - 2011



# Town Officers

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## WINDHAM CABLE ADVISORY BOARD

*Margaret Case, Chair - 2009*

Alan Shoemaker - 2009  
J Gross - 2010  
Leo Hart - 2011

Dave Unger - 2009  
Mary Griffin - 2011  
Greg Cappiello, Alternate - 2009

Dan Griffiths, Alternate - 2009

## RECREATION COMMITTEE

*Dennis Senibaldi, Chair - 2010*

Lynn Goldman - 2009  
Ralph Valentine - 2009  
Glen Yergeau - 2011  
Margaret Adamchek, Alternate - 2009  
Chris O'Neil, Alternate - 2010

Michelle Langlois - 2009  
Barry Goldman - 2010  
Scott Mueller - 2011  
Bill Brennan, Alternate - 2010  
Brian Carne, Alternate - 2011

Carl DiPaolo, Alternate - 2011

## HISTORIC DISTRICT/HERITAGE COMMISSION

*Carol Pynn, Chair - 2011*

Laurie Kimball - 2009  
Nancy Kopec - 2011  
Carolyn Webber, Alternate - 2009

Kay Normington - 2010  
Dennis Senibaldi, Selectman - 2009  
Beth Talbott, Alternate - 2009

## HIGHWAY SAFETY COMMITTEE

*Thomas McPherson, Chair - Fire Chief*

Gerald Lewis, Chief of Police  
Alfred Turner, Planning Director

Jack McCartney, Highway Agent  
Al Barlow, Maintenance Supervisor

Robert Coole, Citizen

## HISTORICAL COMMISSION

*Marion Dinsmore, Chairman*

Patricia Skinner  
Fred Linnemann  
Sally D'Angelo  
George Dinsmore, Jr.

Elizabeth Dunn  
Peter Griffin  
Carol Pynn  
Miriam Stoltz

Willard Wallace

## HOUSING AUTHORITY

*Charles McMahan, Chair - 2011*

John Alosso - 2009  
Leo Hart - 2012

Mary Griffin - 2010  
Grace Marad - 2013

## MEETING SCHEDULES

The **Board of Selectmen** meet Monday evenings at 7:00 PM at the Planning and Development Department. Persons interested in meeting with the Selectmen should contact the Administrative Assistant at 432-7732.

The **Planning Board** meets the first and third Wednesdays of each month at the Planning and Development Department at 7:00 PM. Persons interested in meeting with the Board should contact the Planning Board Secretary at 432-3806.

## *Town Officers*

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The **Zoning Board of Adjustment** meets the second and fourth Tuesdays of each month at the Planning and Development Department at 7:30 PM. Persons interested in meeting with the ZBA should contact the Board of Adjustment Secretary at 432-3806.

The **Conservation Commission** meets the second and fourth Thursdays of each month at the Planning and Development Department at 7:30 PM. Persons interested in meeting with the Commission should contact the Conservation Secretary at 432-3806.

The **Trustees of the Nesmith Library** meet the second Tuesday of each month at the Nesmith Library at 7:00 PM.

The **Recreation Committee** meets the third Thursday of each month at the Planning and Development Department at 7:30 PM.

The **Windham Cable Advisory Board** meets the second Thursday of every other month at the Cable Studio at 7:00 PM.

The **Historic District/Heritage Commission** meets the second Wednesday of each month at the Planning and Development Department at 4:00 PM.

The **Historical Committee** meets the second Wednesday of each month at the Searles Building at 7:00 PM.

The following boards and/or committees have no regular meeting schedule, rather they meet as is necessary or required: **Trustees of Trust Funds, Cemetery Trustees, Trustees of Museum, Supervisors of the Checklist, Capital Improvements Committee** and the **Housing Authority**.

### HOW TO VOLUNTEER

Volunteers are always needed and welcomed! Most volunteer positions are appointed in June of each year by the Board of Selectmen, including the: Cable Advisory Board, Conservation Commission, Depot Advisory Committee, Emergency Management Committee and sub-committees, Historic District/Heritage Commission, Historical Committee, Housing Authority, Recreation Committee, Strategic Planning Committee, Technical Advisory Committee, and Trustees of the Museum. Citizen members of the Capital Improvements Committee are appointed by the Planning Board, and alternates to the Zoning Board of Adjustment and Planning Board are appointed by those Boards respectively. If you are interested in volunteering your time to any of these groups, a letter of interest should be submitted to the Town Administrator @ PO Box 120. Submission of your interest is not a guarantee of appointment. Your information will remain on file until a vacancy arises, at which the time Board will review all submissions and appoint those candidates deemed best for the position.

Elected volunteer positions include: Nesmith Library Trustees, Planning Board, Trustees of the Cemeteries, and Zoning Board of Adjustment. The filing period for candidacy opens in January of each year, and interested parties should contact the Town Clerk's Office at that time to file.

# Annual Senate Bill 2 Sessions

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## DELIBERATIVE SESSION

February 9, 2008

Annual Deliberative Session was called to order at 9:00am by the Moderator, Peter Griffin. Introductions were made to the Board of Selectman, Town Administrator, Asst Town Administrator, Town Clerk, and the Town Attorney. The salute to the Flag was presented by Fire Chief Thomas McPherson. Peter Griffin made the motion to allow non-residents to stay for the duration and the motion was affirmed. Discussion to follow:

**ARTICLE 4.** To see if the Town will vote to raise and appropriate the sum of \$30,000 to be added to the Property Maintenance Expendable Trust Fund.

**Motion made and seconded to place ARTICLE 4 on ballot as printed. Voted in the AFFIRMATIVE**

**ARTICLE 5.** To see if the Town will vote to raise and appropriate the sum of \$30,000 to be added to the Earned Time Expendable Trust Fund.

**Motion made and seconded to place ARTICLE 5 on ballot as printed. Voted in the AFFIRMATIVE**

**ARTICLE 6.** To see if the Town will vote to raise and appropriate the sum of \$275,425 representing the cost of the increased economic benefits for members of Local Union 3657 AFSCME (Police Union) to which they are entitled for the fiscal years 2006-2008 under the terms of the latest tentative collective bargaining agreement entered into by the Selectmen and AFSCME. The cost to be paid retroactively for 2006 is \$39,880, for 2007 \$113,650 and the 2008 cost is \$145,080. Said contract to expire on March 31, 2010, with the additional cost for 2009 to be \$53,890, and 2010 to be \$14,580. Note that an additional \$23,190 will be paid out of the Town's Contracted Services Revolving Fund for retroactive contracted services pay adjustments for 2006 thru 2007 to bring the total contract cost to \$298,615.

**Motion made and seconded to place ARTICLE 6 on ballot as printed. Voted in the AFFIRMATIVE**

**ARTICLE 7.** To see if the Town will vote to raise and appropriate the sum of \$29,630 representing the cost of the increased economic benefits for members of Local Union No. 2915 IAFF (Fire Union) to which they are entitled for the fiscal year 2008 under the terms of the latest tentative collective bargaining agreement entered into by the Selectmen and IAFF. Said contract to expire on March 31, 2011 with the additional cost for 2009 to be \$27,720, \$29,470 for 2010, and \$6,830 for 2011.

**Motion made and seconded to place ARTICLE 7 on ballot as printed. Voted in the AFFIRMATIVE**

**ARTICLE 8.** To see if the Town will vote to raise and appropriate the sum of \$26,510 representing the cost of the increased economic benefits for members of Local Union No. 1801 AFSCME (Municipal Union) to which they are entitled for the fiscal year 2008 under the terms of the latest tentative collective bargaining agreement entered into by the Selectmen and AFSCME. Said contract to expire on March 31, 2010 with the additional cost for 2009 to be \$31,810, and \$9,200 for 2010.

## *Annual Senate Bill 2 Sessions*

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**Motion made and seconded to place ARTICLE 8 on ballot as printed. Voted in the AFFIRMATIVE**

**ARTICLE 9.** Shall the Town of Windham, if Articles #6, 7 or 8, are defeated, authorize the governing body to call one special meeting, at its option, to address Article(s) #6, 7 or 8, cost items only?

**Motion made and seconded to place ARTICLE 9 on ballot as printed. Voted in the AFFIRMATIVE**

**ARTICLE 10.** To see if the Town will vote to raise and appropriate the sum of \$12,000, said amount to be withdrawn from the balance in the previously established Searles Special Revenue Fund for payment of both marketing related and maintenance related costs. Approval of this article will have no additional impact on the tax rate.

**Motion made and seconded to place ARTICLE 10 on ballot as printed. Voted in the AFFIRMATIVE**

**ARTICLE 11.** To see if the Town will vote to raise and appropriate the sum of \$12,560, said amount to be withdrawn from the balance in the previously established Searles Special Revenue Fund for the purposes of paying the principal and interest on the outstanding loan taken to fund renovations and repairs to the West wing of the building in 2003. Should this article pass, the debt service account in the approved operating budget from Article 32 will be reduced by a sum \$12,560. Approval of this article will have no additional impact to the tax rate.

**Motion made and seconded to place ARTICLE 11 on ballot as printed. Voted in the AFFIRMATIVE**

**ARTICLE 12.** To see if the Town will vote to raise and appropriate the sum of \$54,080 for the purpose of purchasing a Transfer/Disposal Trailer for the Transfer and Recycling Department. This will be a non-lapsing account per RSA 32:7, VI and will not lapse until the project is complete or for a period of two (2) years, whichever is less. This article is part of the Capital Improvement Program.

**Motion made and seconded to place ARTICLE 12 on ballot as printed. Voted in the AFFIRMATIVE**

**ARTICLE 13.** To see if the Town will vote to raise and appropriate the sum of \$501,585 representing the costs associated with replacing the Castlehill Road Bridge #072/145 including final engineering, bid documentation, right of way, and construction expenses and to authorize the Board of Selectmen to accept a State of New Hampshire Bridge Aid Grant in the amount of 80% or \$401,268 to be applied against said appropriation and to accept and expend off site mitigation funds from a private developer in the amount of \$89,000 to be applied as part of the Town's 20% share of the cost with the balance of \$11,317 to come from general taxation. This bridge is jointly owned by Windham and Pelham with Pelham authorizing the Town of Windham to work within the legal boundaries of Pelham to complete the construction. Should this article be approved, but either the State reimbursement, the off site mitigation funds from the developer, or authorization from Pelham not occur, this article will be considered null and void. This will be a non-lapsing account per RSA 32:7, VI and will not lapse until the project is complete or for a period of five (5) years, whichever is less. This article is part of the Capital Improvement Program.

## *Annual Senate Bill 2 Sessions*

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**Motion made and seconded to place ARTICLE 13 on ballot as printed. Voted in the AFFIRMATIVE**

**ARTICLE 14.** To see if the Town will vote to raise and appropriate the sum of \$73,200 for the purpose of funding a portion of the town's 20% share of the costs, including engineering, easement acquisitions, right of way, and construction expenses associated with the establishment of bike paths along Lowell Road from Route 111 to the Golden Brook School or portions thereof based on final funding available. The Town has been approved to receive a State grant to pay for 80% of the project pending the town approving its 20% share. As part of this project, the State is committing additional funds to cover the cost of rehabilitating much of the pavement and drainage in the project area which would not occur for many years without completion of the bike path project. This will be a non-lapsing account per RSA 32:7, VI and will not lapse until the project is complete or for a period of five (5) years, whichever is less. This article is part of the Capital Improvement Program. A total of \$160,000 of the Town's estimated 20% share of \$233,200 has been raised by previous Town Meetings.

**Motion made and seconded to place ARTICLE 14 on ballot as printed. Voted in the AFFIRMATIVE**

**ARTICLE 15.** To see if the Town will to vote raise and appropriate the sum of \$33,000 representing the costs to develop Engineering and Design Plans associated with the improvements and renovations to the Windham Depot Area as well as other expenses associated with the overall project, and further to authorize the acceptance of up to \$20,000 of this appropriation from the State of New Hampshire as part of an approved grant to fund 80% of the engineering. If approved at a future Town Meeting, the total project cost including engineering, design plans, easements, and construction is estimated to be \$210,000, 80% of which will be reimbursed by the State of New Hampshire as expenses are paid resulting in the Town's overall costs being up to approximately \$52,000. This will be a non-lapsing account per RSA 32:7, VI and will not lapse until the project is complete or for a period of five (5) years, whichever is less. This article is part of the Capital Improvement Program.

**Motion made and seconded to place ARTICLE 15 on ballot as printed. Voted in the AFFIRMATIVE**

**ARTICLE 16.** To see if the Town will vote to raise and appropriate the sum of \$90,000 to be added to the existing Salt Shed/Highway Facility Capital Reserve Fund. This article is part of the Capital Improvement Program.

**Motion made and seconded to place ARTICLE 16 on ballot as printed. Voted in the AFFIRMATIVE**

**ARTICLE 17.** To see if the Town will vote to raise and appropriate the sum of \$70,000 for the purpose of renovating the Nesmith Library, including but not limited to, exterior painting and interior lighting repairs and replacements. This will be a non-lapsing account per RSA 32:7, VI and will not lapse until the project is complete or for a period of three (3) years, whichever is less. This article is part of the Capital Improvement Program.

**Motion made and seconded to place ARTICLE 17 on ballot as printed. Voted in the AFFIRMATIVE**

## *Annual Senate Bill 2 Sessions*

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**ARTICLE 18.** To see if the Town will vote to raise and appropriate the sum of \$3,985 representing the additional costs needed to implement a staff reorganization plan within the Town's Maintenance Department wherein two current part time positions will be replaced with one fulltime position. The costs to be raised in 2008 represent the net funds required to implement the staffing change beginning June 2008. The current full year costs to implement this staffing change are estimated to be \$8,000.

**Motion made and seconded to place ARTICLE 18 on ballot as printed. Voted in the AFFIRMATIVE**

**ARTICLE 19.** To see if the Town will vote to raise and appropriate the sum of \$15,000 for the purpose of a Salt Shed / Highway Garage Engineering/Feasibility Study, and to authorize the withdrawal of such sum from the Salt Shed / Highway Facility Capital Reserve Fund established for this purpose. Said Study will evaluate multiple parcels of land as a possible location of a Salt Shed. This will be a non-lapsing account per RSA 32:7, VI and will not lapse until the project is complete or for a period of two (2) years, whichever is less.

**Motion made and seconded to place ARTICLE 19 on ballot as printed. Voted in the AFFIRMATIVE**

**ARTICLE 20.** To see if the Town will vote to raise and appropriate the sum of \$182,230 for the purpose of hiring four (4) additional Firefighter/EMT's for the Windham Fire Department and to authorize the Board of Selectmen to contract for, accept and expend Federal Homeland Security Staffing for Adequate Fire and Emergency Response (S.A.F.E.R.) funding in the amount of \$101,200 to be applied against said appropriation. This will be a non-lapsing account per RSA 32:7, VI and will not lapse for a period of two (2) years. The SAFER Grant period of performance in which the Town will receive partial reimbursement will be for the years 2008-2012 with the level of reimbursement declining each year. Should the Town receive the grant funding the additional amounts necessary to fund the cost items for the remaining years of the performance period are estimated to be:

2009 Town share of \$167,305 and Federal share of \$140,545;  
2010 Town share of \$233,895 and Federal share of \$101,185;  
2011 Town share of \$302,505 and Federal share of \$61,880;  
2012 Town share of \$370,190 and Federal share of \$16,890.

This article shall be deemed null and void if the 2008 Federal funding is not approved or received.

**Motion made and seconded to place ARTICLE 20 on ballot as printed. Voted in the AFFIRMATIVE**

**ARTICLE 21.** To see if the Town will vote to raise and appropriate the sum of \$2,350 for the Conservation Commission, and authorize the Selectmen to transfer all unexpended Conservation Commission funds as of December 31, 2008 to the Conservation Fund in accordance with RSA 36-A:5.

**Motion made and seconded to place ARTICLE 21 on ballot as printed. Voted in the AFFIRMATIVE**

## *Annual Senate Bill 2 Sessions*

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**ARTICLE 22.** To see if the Town will vote to approve conveying portions of Town-owned land known as Tax Map 20-D, Lot 1800, and Tax Map 20-D, Lot 1600 (known as a portion of the Gage Property) totaling 16 acres in size to the Windham School District and to authorize the Board of Selectmen to accept a portion of the School District land that is at least twice the acreage of land being conveyed to the School District as compensation for the transfer of a portion of the "Gage Property" mentioned herein and further authorize the Board of Selectmen to take any other actions necessary to carry out the intent of this article. Said authorization to complete this transaction shall expire on December 31, 2014.

**Motion made and seconded to AMEND ARTICLE 22 to read after totaling 16 acres land... "...to be used for a football stadium, athletic fields, and ancillary support facilities in accordance with the Windham High School recreation master plan."**

**Voted in the AFFIRMATIVE**

**Motion made to AMEND the AMENDMENT by Thomas Cleary. To include: "Land swapped by The School District be acceptable to the majority by the Board of Selectmen."**

**Motion to close discussion on Amendment. Voted in the AFFIRMATIVE.**

**Hand count:        Yes-17            No-22**

**AMEND to the AMENDMENT failed. Motion made and seconded to MOVE THE QUESTION. Voted in the AFFIRMATIVE. ARTICLE 22 will be on the ballot as originally AMENDED.**

**ARTICLE 23.** - To see if the Town will vote to adopt a comprehensive amendment to the Windham Blasting Ordinance #2:04:19:99, the form of which was discussed and amended at the Town of Windham Deliberative Session on February 9, 2008, and copies of which are available at the Town Clerk's Office, the Selectmen's Office, and at the polling place on the day of election.

**Motion to AMEND for section 4B. After "...1.0 in/s at frequencies.." to be... "up to 100 Hz."**

**Motion to AMEND section 9F. From the hours of 10:00am and 2:00pm to the hours of 10:00am and 4:00pm.**

**Motion made to AMEND the Amendment. For the hours of 10:00am to 3:00pm.**

**Author of original Amendment WITHDRAWS AMENDMENT.**

**Motion for REWORDAGE to 9:00am-3:00pm and inserting the "Town" before observed holidays on Amended Amendment.**

**Hand count:        Yes-16            No-18**

**Motion to Amend the Amended Amendment to 10:00am-3:00pm, insert Town Observed Holidays, and amendment to Section 4B as proposed.**

**Amendment voted in the AFFIRMATIVE. Motion made and seconded to put ARTICLE 23 on ballot as AMENDED.**

## Annual Senate Bill 2 Sessions

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**ARTICLE 24.** To see if the Town will vote to amend the Town of Windham Solid Waste Ordinance #2:05:01:03 as follows:

1. Delete Section IV C (Commercial Demolition Waste). Presently this section reads:

“C. Commercial Demolition Waste: May be accepted at the Transfer Station for fees to be determined by the Board of Selectmen”.

2. Amend Section IV D (Residential Demolition Waste) by Deleting the words “or rented” in the first sentence and further Deleting the words “be assumed to be commercial demolition waste and charged accordingly” in the second sentence and Replace with the words “not be allowed”. The revised Section IV D would then read as follows:

“D. Residential Demolition Waste: Is accepted if generated for the benefit or by an individual resident and if the material is transported by the resident, in their own vehicle, to the transfer station. Any demolition waste generated from a residential property which is transported to the Transfer Station by a commercial hauler will not be allowed”

3. And further to Add the following new paragraph G in Section V Prohibited Disposal to read:

“G. All commercial construction / demolition waste shall not be accepted”.

**Motion made and seconded to AMEND ARTICLE 24 as follows:**

1. **Amend Section IV C (Commercial Demolition Waste) by adding the words after inspection by a transfer station employee.**
2. **Amend Section IV D (Residential Demolition Waste) by Deleting the words “or rented” and by adding the words on a limited basis after inspection by a transfer station employee in the first sentence and further deleting the words “be assumed to be commercial demolition waste and charged accordingly” in the second sentence and replace with the words “not be allowed.”**
3. **Amend Section VI (Residential Transfer Station Permit) by adding the following sentence:Vehicle stickers shall be issued annually at the Town Clerks Office only on the basis of one per registered non commercial vehicle.**

**Motion made and seconded to MOVE THE QUESTION. Voted in the AFFIRMATIVE**

**Hand count for proposed amendment:**

**Yes- 14**

**No- 23**

**Motion made and seconded to place ARTICLE 24 as proposed on ballot. Voted in the AFFIRMATIVE.**

At 11:50am David Sullivan, the Town Administrator took the podium to present the Employee of the Year Award, which was well earned by Captain Patrick Yatsevich. The Volunteer of the Year Award was presented to Larry Kaufman. Selectman Dennis Senibaldi came to the podium and presented gift certificates to the former Selectmen, Alan Carpenter and Margaret Crisler, thanking them for their time as Selectmen.



## *Annual Senate Bill 2 Sessions*

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**ARTICLE 25.** - To see if the Town will vote in accordance with RSA 32:5(V-a) to require all votes of the Board of Selectmen relative to budget items or warrant articles be recorded and the numerical tally of any such vote be printed in the town warrant next to the affected warrant article.

**Motion made and seconded to place ARTICLE 25 on the ballot as written. Voted in the AFFIRMATIVE**

**ARTICLE 26.** Shall the Town vote to discontinue a 5,313 sq. ft. portion of the Westerly line of Londonderry Road adjacent to Tax Map 5-A-200 shown as parcel A on a plan of land prepared for the George H. Graff Revocable Trust dated December 2007 prepared by Edward N. Herbert Associates, Inc. Said discontinuance to be conditional on the subdivision approval of Map 5-A-200 and the subsequent conveyance to the Town of Windham of 9.7 acres +/- of said parcel in accordance with the terms of the said Trust.

**Motion made and seconded to place ARTICLE 26 on the ballot as written. Voted in the AFFIRMATIVE**

**ARTICLE 27.** By Petition of Joseph Lannan and others "to see if the Town will vote to discontinue absolutely and completely, pursuant to New Hampshire Revised Statutes Annotated Chapter 231, Sections 43, that portion of an old woods road historically known as "The Old County Road" (see *Windham v Jubinville*, 92 NH 102 (1942) commencing at the Pelham Town Line at Pelham Tax Map 4, Lot 9-137 and following a meandering course in a general northerly direction through Windham Tax Map Parcel 24-F-1120 to Windham Tax Map Parcel 24-F-1100, which portion of the old woods "road" has not been maintained by the Town as a Town road for a period of time in excess of fifty (50) years.

**Motion made and seconded to AMEND ARTICLE 27 to be inserted at very end: "Provided that any development of tax map 24-F Lot 1120, at the developers expense, build a new road, said road to be built to the specifications of the Planning Board, and further, such new road shall be submitted to the Selectmen for acceptance as a public road."**

**Amendment voted in the AFFIRMATIVE. Motion made and seconded to Restrict Reconsideration. Voted in the AFFIRMATIVE**

**Motion made and seconded to place ARTICLE 27 on the ballot as AMENDED. Voted in the AFFIRMATIVE**

**ARTICLE 28.** By Petition of Allan Putnam and others "To see if the Town of Windham will vote to discontinue a Town owned walking path easement located across 26 Bear Hill Road, parcel 20-E-129 and further to authorize the conveyance of the underlying town's fee interest to the easement, if any, to the abutting property owners. Said easement is approximately 4,415 sq ft in area and is part the Bear Hill Woods subdivision plans approved in 1998 and recorded as plan D26476".

**Motion made and seconded to AMEND ARTICLE 28 to include after the word "area" the following words "and is part of easement running from Lowell Rd to Bear Hill Rd. This was approved in 1998 as part of Bear Hill Woods subdivision plans approved in 1998 and recorded as plan D26476." Voted in the AFFIRMATIVE.**

**Motion made and seconded to put ARTICLE 28 on ballot as AMENDED. Voted in the AFFIRMATIVE.**

## *Annual Senate Bill 2 Sessions*

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**ARTICLE 29.** By Petition of Michael Allan and Lisa Marie Piessens and others "To see if the Town of Windham will vote to discontinue a Town-owned pedestrian easement located across 19 Squire Armour Road, known as parcel 22-R-822, and further to authorize the conveyance of the underlying town's fee interest to the easement, if any, to the abutting property owners. Said easement is approximately 10' in width and 342.47 feet in length and is part of Stonewall Estates subdivision plans approved in 1999 and recorded as plan D27413".

**Motion made and seconded to AMEND ARTICLE 29 to add after "Squire Armour Road" the words "running from Squire Armour Road to Griffin Park" Voted in the AFFIRMATIVE.**

**Motion made and seconded to put ARTICLE 29 on ballot as AMENDED. Voted in the AFFIRMATIVE.**

**ARTICLE 30.** By petition of Daphne Kenyon and others: To see if the Town will vote to adopt a Noise Ordinance, the form of which was discussed and amended at the Town of Windham Deliberative Session on February 9, 2008, and copies of which are available at the Town Clerk's Office, the Selectmen's Office, and at the polling place on the day of election.

**Motion made and seconded to AMEND ARTICLE 30 in the following three different ways:**

- **Amend Section II by replacing "RSA 31:39" with "RSA 31:19, I(n)"**
- **Amend Section III, Paragraph I by adding the words "by compressed air" after the words "by electricity"**
- **Amend Section VIII, Paragraph A by replacing "RSA 625:7" with the phrase "RSA 625:9(V)(a)"**

**AMENDMENT voted in the AFFIRMATIVE. Motion made and seconded to put ARTICLE 30 on the ballot as AMENDED**

**ARTICLE 31.** By Petition of Kerry Zaines and others, "To see if the Town will vote to allow any student entering Junior or Senior year at Salem High School to continue to attend Salem High School if they so choose and are admitted by the Salem School District. This expense is to be paid for by the Town of Windham. It has been calculated and found to be a cost savings".

**Motion made and seconded to AMEND ARTICLE 31 as follows: To delete the portion of the article that states: "It has been calculated and found to be cost savings." And replace with "After paying tuition fees to Salem, this is a savings to taxpayers of \$685,000 in the first year. This plan has been approved and passed by the Windham School Board."**

**Voted in the NEGATIVE**

**Motion made and seconded to AMEND ARTICLE 31 to state as follows: "To vote to encourage the School Board to negotiate an appropriate transition of our students from Salem High School to the new Windham High School."**

**AMENDMENT voted in the AFFIRMATIVE. Motion made and seconded to put ARTICLE 30 on the ballot as AMENDED**

**ARTICLE 32.** Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$11,645,020. Should this article be defeated, the operating budget shall be \$11,322,955 which is the same as last year, with certain adjustments required by previous

## Annual Senate Bill 2 Sessions

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action of the town, or by law, or the governing body may hold one special meeting in accordance with RSA 40:13 X and XVI to take up the issue of a revised operating budget only. \* If Article 11 of this warrant passes, this article will be reduced by \$12,560 (Long Term Debt line).

Town Officers' Salaries	\$ 9,790
Administration	501,810
Town Clerk Expenses	192,000
Tax Collector Expenses	151,945
Election and Registration	23,090
Cemeteries	48,200
General Gov't Buildings	449,555
Appraisal of Properties	190,805
Information Technologies	176,810
Town Museum	5
Searles Building	15,320
Legal Expenses	52,400
Retirement	2,500
Insurance	257,460
Contracted Services	5
Police Department	2,228,250
Dispatching	391,590
Fire Department	2,317,215
Emergency Management	10,800
Planning and Development	481,425
Town Highway Maintenance	1,099,600
Street Lighting	12,480
Solid Waste Disposal	1,108,865
Health and Human Services	81,145
Animal Control	20,105
General Assistance	57,040
Library	941,590
Recreation	180,665
Senior Center	5,360
Cable TV Expenses	73,105
Historic Commission	5,055
Interest Expenses (TANs)	500
Long Term Debt	258,535
(Principal \$235,000 and Interest \$23,535.00)	
Capital Outlay - Roads (Part of CIP)	300,000

**\*Note:** Warrant Article 32 (operating budget does not include appropriations proposed under any other warrant articles).

**Motion made and seconded to place Article 32 on the Ballot as written. Voted in the AFFIRMATIVE**

Other Business was brought forth by Robert Coole to have the Selectmen establish a committee for the purpose of studying the cost of building a town municipal building on town owned acreage on Fellows Road, and to have the Selectmen report said committee's findings by or at the Town's Deliberative Session in 2009.

**Proposition FAILED. Motion to adjourn was made by the Moderator at 12:40pm.**

# Annual Senate Bill 2 Sessions

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## OFFICIAL BALLOT VOTE MARCH 11, 2008

The Annual SSB2 Election was called to order at 7:00 AM by Town Moderator Peter Griffin. Those in attendance were Town Clerk, Joan C. Tuck, Selectmen Roger Hohenberger and Dennis Senibaldi, Ballot Clerks, and Supervisors of the Checklist.

There were 9205 names on the checklist. Total cast votes were 2588.

The following were duly elected:

### **SELECTMAN** for Three Years:

Ross McLeod	1176	Votes (recount requested)
CHARLES MCMAHON	1241	
Bruce Richardson	540	
GALEN STEARNS	1256	

### **MODERATOR** for Two Years:

PETER GRIFFIN	1906	Votes
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### **TRUSTEE OF CEMETERY** for Three Years:

Mark Brockmeier	657	Votes
GAIL WEBSTER	1360	

### **TRUSTEE OF THE LIBRARY** for One Year:

Anne-Marie O'Neil	558	Votes
CAROLYN B. WEBBER	824	
Joyce Wilt	568	

### **TRUSTEE OF THE LIBRARY** for Three Years:

MARK BRANOFF	1687	Votes
ANNE MARIE O'NEIL	138	(write-in)

### **TRUSTEE-TRUST FUNDS** for Three Years:

ALPHONSE MARCIL, JR	1668	Votes
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### **SUPERVISOR OF THE CHECKLIST** for Six Years:

ROBERT SKINNER	1748	Votes
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### **PLANNING BOARD** for Three Years:

PHILIP LOCHIATTO	1430	Votes
RICK OKERMAN	1420	

# Annual Senate Bill 2 Sessions

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**BOARD OF ADJUSTMENT for Three Years:**

MARK SAMSEL 1706 Votes

**BOARD OF ADJUSTMENT for One Year:**

THOMAS MURRAY 1647 Votes

**ZONING ARTICLES:**

**Article #2**

Petition #1	YES 1490 No 761	Amendment #12	YES 1409 No 502
Petition #2	Yes 653 NO 1574	Amendment #13	YES 1519 No 553
Petition #3	Yes 569 NO 1670	Amendment #14	YES 1506 No 483
Petition #4	YES 1398 No 826	Amendment #15	YES 1443 No 502
Petition #5	Yes 575 NO 1663	Amendment #16	YES 1271 No 760
Petition #6	*YES 1166 No 1015	Amendment #17	YES 1338 No 615
Petition #7	Yes 532 NO 1658	Amendment #18	YES 1367 No 688
<b>Article #3</b>		Amendment #19	YES 1275 No 705
Amendment #1	*YES 1116 No 985		

*\* Protest petition filed requiring 2/3 majority to pass. If petition is validated, article will be deemed defeated.*

Amendment #2	YES 1042 No 939	<b>REMAINING ARTICLES:</b>	
Amendment #3	YES 1474 No 553	Article #4	YES 1398 No 877
Amendment #4	YES 1328 No 582	Article #5	YES 1254 No 984
Amendment #5	YES 1252 No 590	Article #6	YES 1509 No 785
Amendment #6	YES 1262 No 575	Article #7	YES 1572 No 719
Amendment #7	YES 1222 No 636	Article #8	YES 1440 No 826
Amendment #8	YES 1192 No 667	Article #9	YES 1402 No 848
Amendment #9	YES 1221 No 702	Article #10	YES 1746 No 537
Amendment #10	YES 1354 No 563	Article #11	YES 1803 No 472
Amendment #11	YES 1434 No 521		

## Annual Senate Bill 2 Sessions

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Article #12	YES 1573 No 698	Article #22	YES 1524 No 927
Article #13	YES 1569 No 731	Article #23	YES 1735 No 432
Article #14	YES 1472 No 847	Article #24	YES 1521 No 685
Article #15	YES 1471 No 910	Article #25	YES 1938 No 240
Article #16	YES 1535 No 822	Article #26	YES 1575 No 516
Article #17	YES 1457 No 948	Article #27	YES 1550 No 568
Article #18	YES 1486 No 859	Article #28	Yes 483 NO 1682
Article #19	YES 1446 No 883	Article #29	Yes 394 NO 1789
Article #20	YES 1308 No 1089	Article #30	YES 1403 No 803
Article #21	YES 1595 No 728	Article #31	YES 1617 No 565
		Article #32	YES 1850 No 544

### MARCH 19, 2008 RECOUNT

Ross McLeod of 4 Nottingham Rd, Windham NH and candidate for Selectman filed a recount for the March 11, 2008 Election. On Wednesday March 19<sup>th</sup>, 2008 Joan C. Tuck Town Clerk, Nicole Merrill Deputy Town Clerk, Peter Griffin Moderator, Selectmen, ballot counters, and various witnesses met upstairs at the Town Hall at 10:00am.

It was determined that the original count was very close to accurate, and that Galen Stearns and Charlie McMahon were still the elected Selectmen. After a full day of counting every ballot by hand, it was reported that a total of 2566 ballots were cast, with Stearns receiving 1264 votes, McMahon receiving 1242 votes, McLeod receiving 1184 votes, and Richardson receiving 544 votes.

Respectfully submitted,



Nicole Merrill/Deputy Town Clerk

## *Annual Senate Bill 2 Sessions*

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### SPECIAL TOWN MEETING DELIBERATIVE SESSION August 12, 2008

The Deliberative Session of the 2008 Special Town Meeting was called to order by Town Moderator Peter Griffin at 7:00 pm. Those present included Board of Selectmen, Assistant Town Administrator Dana Call, Town Attorney Bernard Campbell, Deputy Town Clerk Nicole Merrill and Town Clerk Joan C. Tuck.

Salute to the flag was offered by Fire Chief Thomas McPherson.

It was stated by the Moderator that any amendments were to be written and handed to the Town Clerk.

Residents wishing to speak must give their name and address.

Motion was made and seconded to allow non-residents to stay and to participate as required. Voted in the affirmative.

The Moderator read warrant article 1 as follows:

**ARTICLE 1.** To see if the Town will vote to raise and appropriate the sum of One Million Two Hundred and Fifty Thousand and no 100ths (\$1,250,000.00) Dollars for the purpose of engineering and constructing a new Town road which will transverse over the general area of the former Londonbridge Road beginning at its intersection with the Windham High School entrance and ending at its intersection with Castlehill Rd and payment of costs associated with the financing of said project; any federal, state or private funds made available therefore shall be applied toward the cost of the project; and to raise the same by issuance of not more than \$1,250,000.00 in bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the Board of Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to apply toward the cost any interest earned from the temporary investment of any bond or note; and to take any other action as may be necessary to carry out and complete financing of this project.

Motion made by Mr. Breton and seconded by Mr. Hohenberger to accept article as read.

Question raised by Tom Case regarding the wording of the article concerning the layout of the proposed Londonbridge Road. Mr. Case wanted an explanation of what the \$1,250,000 would be spent on.

Mr. Hohenberger explained the specific attributes of the proposed road construction agreed upon by the Board of Selectmen as part of the layout process previously undertaken. In addition, Mr. Hohenberger noted that the proposed road would serve as a second egress for the new Windham High School, which if constructed, would allow the school to open by August 2009.

The Board of Selectmen requested Peter Zohdi, who serves as the Town's engineer for this project, present the detailed plans. Mr. Zohdi explained the layout of the proposed road and the land that would be required to be obtained by the Town from the abutting property owners. Mr. Zohdi further explained the construction cost estimates he prepared for the Town in regards to the options of constructing a paved Class V road or a gravel road.

## *Annual Senate Bill 2 Sessions*

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A question was raised as to the official closure of the former Londonbridge Road. The Board of Selectmen asked Attorney Campbell to present his findings in this regard. Attorney Campbell explained the results of his research in reviewing various historic records in both the state archives and Morrison's history book of Windham and concluded that the road was officially discontinued in 1935.

Fire Chief McPherson was asked to give his opinion regarding the option of the road being paved or gravel based. He indicated that his opinion would be that a paved road would be preferred due to lesser ongoing maintenance that would be required. He also indicated that the road is a necessity for various safety reasons, including the second access to the high school as well as providing more direct access to the western part of Windham.

Discussion continued regarding the type of road to be built, and it was indicated that if a Class V road was not built, the required land would not be donated, but would have to be obtained by other means. It was also noted that in 2005, the Board of Selectmen indicated that Londonbridge Road would be continued from the School site out to Castle Hill Road. A question was raised as to whether a gated road would present a problem. Chief McPherson indicated that it could delay response time, but depending on how the gate operated, it may not be a problem.

Mr. Senibaldi presented the financial estimates for the \$1,250,000 bond that were discussed at the previous bond hearing. The bond is proposed as a ten-year bond, with an estimated interest rate of 4%, with total interest over the bond period anticipated to be \$275,000.

**Motion made and seconded to close debate and place ARTICLE 1 on ballot as printed. Voted in the AFFIRMATIVE.**

The Moderator read warrant article 2 as follows:

**ARTICLE 2.** To see if the Town will vote to authorize the Selectmen to convey to the Southeast Land Trust of New Hampshire, a third party conservation easement over all or portions of parcels previously acquired in the name of the Town on behalf of the Conservation Commission designated as Lots 8-B-4200 and 8-B-3001, for the purpose of restricting the uses of said lands to conservation forestland, wetlands and wildlife habitat. Said easements shall qualify the Town for possible receipt of certain grant funds to reimburse the Town Conservation Fund for a portion of the acquisition costs of said parcels, and shall be on terms and conditions acceptable to the Selectmen.

Motion made by Mr. Hohenberger and seconded by Mr. Nickles to accept article as read and turn the explanation over to James Finn, Conservation Commission Chairperson.

The article relates to an approximate 56 acre parcel that was the former Blanchard property, purchased by the Conservation Commission for \$900,000, and an approximate 27 acre parcel that was the former Rau property, purchased by the Conservation Commission for \$49,000.

A question was asked about any existing Town conservation land currently under third party conservation easements and whether there have been any issues. It was indicated that there are not many properties under third party easement, but the issues have been minor.

A question was asked about one of the properties that, since acquisition, had been merged into a larger town-owned conservation parcel and whether the easement would be on the entire parcel or just the former Blanchard piece. Attorney Campbell indicated that the third-party easement could



## Annual Senate Bill 2 Sessions

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be placed on just that piece, not the entire merged parcel. There was additional discussion on the need for the easement and the reason for keeping conservation land as an open concept and not allowing building to take place.

**Motion made and Seconded to close debate and place ARTICLE 2 on ballot as printed.**

**Motion made and seconded to ADJOURN the meeting.**

**VOTED IN THE AFFIRMATIVE** at 9:35 pm.

### SPECIAL TOWN MEETING OFFICIAL BALLOT VOTE September 9, 2008

The Special Town Meeting was called to order by Town Moderator Peter Griffin at 7:00 AM at Golden Brook School. Those present included Town Clerk Joan C. Tuck, Deputy Town Clerk Nicole L. Merrill, Selectmen Roger Hohenberger and Galen Stearns, Board of Supervisors and Ballot Clerks.

There were 9225 names on the checklist. Total votes cast were 1793.

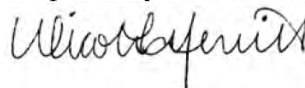
**ARTICLE 1.** To see if the Town will vote to raise and appropriate the sum of One Million Two Hundred and Fifty Thousand and no 100ths (\$1,250,000.00) Dollars for the purpose of engineering and constructing a new Town road which will transverse over the general area of the former Londonbridge Road beginning at its intersection with the Windham High School entrance and ending at its intersection with Castlehill Rd and payment of costs associated with the financing of said project; any federal, state or private funds made available therefore shall be applied toward the cost of the project; and to raise the same by issuance of not more than \$1,250,000.00 in bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the Board of Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to apply toward the cost any interest earned from the temporary investment of any bond or note; and to take any other action as may be necessary to carry out and complete financing of this project.

Yes	794	NO	986
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**ARTICLE 2.** To see if the Town will vote to authorize the Selectmen to convey to the Southeast Land Trust of New Hampshire, a third party conservation easement over all or portions of parcels previously acquired in the name of the Town on behalf of the Conservation Commission designated as Lots 8-B-4200 and 8-B-3001, for the purpose of restricting the uses of said lands to conservation forestland, wetlands and wildlife habitat. Said easements shall qualify the Town for possible receipt of certain grant funds to reimburse the Town Conservation Fund for a portion of the acquisition

YES	1170	No	571
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Respectfully submitted,



Nicole Merrill/Deputy Town Clerk

# Statement of Appropriations

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## General Government:

Town Officers' Salaries	\$ 9,790.00
Administration	501,810.00
Town Clerk's Expenses	192,970.00
Tax Collector's Expenses	152,845.00
Election and Registration Expenses	23,090.00
Cemeteries	48,200.00
General Government Buildings	456,385.00
Appraisal of Property	191,810.00
Information Technology	176,810.00
Town Museum	5.00
Searles Building	15,320.00
Legal Expenses	52,400.00
Retirement	2,500.00
Insurance	257,460.00

## Public Safety:

Contracted Police Services	5.00
Police Department	2,345,015.00
Dispatching	420,900.00
Fire Department	2,530,085.00
Emergency Management	10,800.00
Planning & Development	488,225.00

## Highways, Streets and Bridges:

Town Maintenance	1,102,885.00
Street Lighting	12,480.00

## Sanitation:

Solid Waste Disposal	1,117,565.00
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## Health/Welfare:

Health and Human Services	81,145.00
Animal Control	20,105.00
General Assistance	57,040.00

## Culture and Recreation:

Library	941,590.00
Recreation	180,665.00
Historic Commission	5,055.00
Conservation Commission	2,350.00
Senior Center	5,360.00
Cable TV Expenses	73,105.00

## Debt Service:

Long Term Notes (Principal and Interest)	245,975.00
Interest Expense - Tax Anticipation Notes	500.00

## Statement of Appropriations

<b>Capital Outlay/Other:</b>	
Road Improvements	300,000.00
Lowell Road Bike Path	73,200.00
Transfer Trailer	54,080.00
Library Renovations	70,000.00
Castle Hill Bridge Construction	501,585.00
Depot Improvements	33,000.00
Salt Shed Engineering Study from CRF	15,000.00
Police Union Contract ('06-07 retro portion)	130,345.00
Use of Searles Revenue Fund	12,000.00
Searles Bond Payment from Revenue Fund	12,560.00
<b>Operating Transfers Out:</b>	
Salt Shed Capital Reserve	90,000.00
Earned Time Trust	30,000.00
Property Maintenance Trust	30,000.00
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<b>Total Appropriations:</b>	<b>\$13,074,015.00</b>

### 2008 TAX RATE COMPUTATION

<b>Total Town Appropriations</b>	<b>\$13,074,015.00</b>	
LESS: Revenues	5,493,981.00	
LESS: Shared Revenues	20,383.00	
ADD: Overlay	54,471.00	
ADD: War Service Credits	246,500.00	
	-----	
Net Town Appropriations	7,860,622.00	
Approved Town Tax Effort		7,860,622.00
<b>Town Rate:</b>		<b>3.51</b>
Approved School Tax Effort		25,554,143.00
<b>Local School Rate:</b>		<b>11.41</b>
State Education Taxes		4,905,184.00
<b>State School Rate:</b>		<b>2.20</b>
Approved County Tax Effort		1,967,943.00
<b>County Rate:</b>		<b>0.88</b>
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Total of Town, School, State and County		40,287,892.00
LESS: War Service Credits		(246,500.00)
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PROPERTY TAXES TO BE RAISED:		\$40,041,392.00
<b>TOTAL TAX RATE</b>		<b>\$18.00</b>

# Summary Inventory of Valuation

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DESCRIPTION OF PROPERTY	2008 VALUATION
VALUE OF LAND ONLY:	
Current Use	\$ 189,800
Residential	942,559,500
Commercial/Industrial	<u>75,948,500</u>
Total of Taxable Land	\$1,018,697,800
VALUE OF BUILDINGS ONLY:	
Residential	\$1,145,738,100
Manufactured Housing	67,400
Commercial/Industrial	<u>85,270,800</u>
Total of Taxable Buildings	\$1,231,076,300
PUBLIC UTILITIES	<u>\$ 9,660,000</u>
VALUATION BEFORE EXEMPTIONS	\$ 2,259,434,100
IMPROVEMENTS TO ASSIST PERSONS W/DISABILITIES	<u>(\$438,430)</u>
MODIFIED ASSESSED VALUATION OF ALL PROPERTIES	\$ 2,258,995,670
Deaf Exemptions - 7 @ \$15K	\$ 105,000
Blind Exemptions - 5 @ \$15K	75,000
Elderly Exemptions -	
34 @ \$125K	5,440,000
24 @ \$150K	4,560,000
26 @ Full Exemption	7,178,700
Disabled Exemption - 14 @\$160K	<u>2,240,000</u>
TOTAL AMOUNT OF EXEMPTIONS	<u>(19,598,700)</u>
NET VALUATION ON WHICH TAX RATE IS COMPUTED	\$ 2,239,396,970
LESS: Public Utilities:	<u>(9,660,000)</u>
NET VALUATION ON WHICH STATE EDUCATION TAX RATE IS COMPUTED	\$ 2,229,736,970

# Comparative Statement of Appropriations & Expenditures

	APPROPRIATION FORWARDED FROM 2007	APPROPRIATION 2008	RECEIPTS AND REIMBURSE.	TOTAL AMOUNT AVAILABLE	EXPENDITURES 2008	BALANCES UNEXPENDED OVERDRAFTS	APPROPRIATION FORWARDED TO 2009
<b>GENERAL GOVERNMENT</b>							
Town Officers' Salaries		9,790.00		9,790.00	9,419.41	370.59	
Administration		501,810.00		501,810.00	526,681.71	(24,871.71)	
Town Clerk's Expenses		192,970.00		192,970.00	189,867.13	3,102.87	
Tax Collector's Expenses		152,845.00		152,845.00	146,037.69	6,807.31	
Election and Registration		23,090.00		23,090.00	27,442.24	(4,352.24)	
Cemetery	3,000.00	48,200.00		51,200.00	45,558.54	441.46	5,200.00
General Gov't Bldgs		456,385.00		456,385.00	427,330.79	28,770.21	284.00
Appraisal of Property		191,810.00		191,810.00	187,116.95	4,693.05	
Information Technology	9,860.00	176,810.00		186,670.00	178,938.82	4,231.18	3,500.00
Town Museum		5.00		5.00	-	5.00	
Searles Building		15,320.00		15,320.00	17,908.13	(2,588.13)	
Legal Expenses		52,400.00	16,065.00	68,465.00	87,378.47	(18,913.47)	
<b>PUBLIC SAFETY</b>							
Police Department		2,457,340.00	1,618.57	2,458,958.57	2,412,245.39	46,713.18	
Contracted Police		5.00		5.00	-	5.00	
Dispatching		438,920.00		438,920.00	443,186.61	(4,266.61)	
Fire Department**		2,530,085.00	14,921.86	2,545,006.86	2,425,617.35	116,844.51	2,545.00
Emergency Management		10,800.00		10,800.00	6,510.07	4,289.93	
Planning and Development	3,584.00	488,225.00		491,809.00	439,950.75	49,702.25	2,156.00
<b>HIGHWAYS, STREETS, BRIDGES</b>							
Town Maintenance		1,102,885.00		1,102,885.00	1,072,500.66	877.34	29,507.00
Street Lights		12,480.00		12,480.00	13,088.41	(608.41)	
<b>SANITATION</b>							
Solid Waste Disposal		1,117,565.00	6,000.00	1,123,565.00	1,004,094.44	119,470.56	

## *Comparative Statement of Appropriations & Expenditures*

	APPROPRIATION FORWARDED FROM 2007	APPROPRIATION 2008	RECEIPTS AND REIMBURSE.	TOTAL AMOUNT AVAILABLE	EXPENDITURES 2008	BALANCES UNEXPENDED	OVERDRAFTS	APPROPRIATION FORWARDED TO 2009
<b>HEALTH</b>								
Health and Human Services		81,145.00		81,145.00	84,446.07		(3,301.07)	
Animal Control		20,105.00		20,105.00	19,754.08	350.92		
<b>WELFARE</b>								
General Assistance		57,040.00	5,933.52	62,973.52	51,551.46	11,422.06		
<b>CULTURE AND RECREATION</b>								
Library		941,590.00		941,590.00	928,711.83	12,878.17		
Recreation		180,665.00		180,665.00	175,755.85	4,909.15		
Historic Comm.		5,055.00		5,055.00	5,080.00		(25.00)	
Conservation Comm.		2,350.00		2,350.00	2,350.00	-		
Senior Center		5,360.00		5,360.00	6,311.76		(951.76)	
Cable TV Expenses		73,105.00		73,105.00	73,121.73		(16.73)	
<b>DEBT SERVICE</b>								
Long Term Notes - P + I		245,975.00		245,975.00	245,975.00	-		
Interest - TANS		500.00		500.00	3,752.78		(3,252.78)	
<b>CAPITAL OUTLAY</b>								
Transfer Trailer		54,080.00		54,080.00	51,025.00	3,055.00		
Transfer Trailer	54,080.00	-		54,080.00	51,025.00	3,055.00		
Library Renovations		70,000.00		70,000.00	-	-		70,000.00
Bartley House Renovations	50,000.00	-		50,000.00	50,000.00	-		
Castle Hill Bridge Construct	67,691.22	501,585.00		569,276.22	78,439.22	-		490,837.00
Depot Improvements	1,000.00	33,000.00		34,000.00	1,876.00	-		32,124.00
Lowell Road Bike Path	160,000.00	73,200.00		233,200.00	165,096.00	-		68,104.00
Road Improvements	87,245.00	300,000.00		387,245.00	306,502.00	-		80,743.00

## *Comparative Statement of Appropriations & Expenditures*

	APPROPRIATION FORWARDED FROM 2007	APPROPRIATION 2008	RECEIPTS AND REIMBURSE.	TOTAL AMOUNT AVAILABLE	EXPENDITURES 2008	BALANCES UNEXPENDED	OVERDRAFTS	APPROPRIATION FORWARDED TO 2009
<b>OPERATING TRANSFERS</b>								
Capital Reserve Funds		90,000.00		90,000.00	90,000.00	-		
<b>MISCELLANEOUS</b>								
Retirement		2,500.00		2,500.00	2,500.00	-		
Insurance		257,460.00	23,157.77	280,617.77	263,435.73	12,982.54		4,199.50
Searles Bond Payment		12,560.00		12,560.00	12,560.00	-		
Use of Searles Revenue Fund		12,000.00	(a)	12,000.00	12,000.00	-		
Searles Repairs-FB	7,725.00	-		7,725.00	-	-		7,725.00
Salt Shed Engineering-CRF		15,000.00		15,000.00	5,270.00	-		9,730.00
Other Reimbursable Grants		-		0.00	-	-		
Donations/Gifts		-	11,700.00	11,700.00	6,000.00	500.00		5,200.00
Property Maintenance Trust		30,000.00		30,000.00	30,000.00	-		
Earned Time Trust		30,000.00		30,000.00	30,000.00	-		
Refunds and Abatements		54,471.00	2,337.93	56,808.93	15,313.64	41,495.29		
<b>OTHER GOVERNMENTAL</b>								
School	11,153,556.00	30,459,327.00		41,612,883.00	28,753,556.00	-		12,859,327.00
County		1,975,684.00		1,975,684.00	1,975,684.00	-		
<b>TOTALS</b>	<b>11,597,741.22</b>	<b>45,563,497.00</b>	<b>81,734.65</b>	<b>57,242,972.87</b>	<b>43,157,966.71</b>	<b>476,972.57</b>	<b>(63,147.91)</b>	<b>13,671,181.50</b>

\* Department appropriations include impact of 2008 special warrant articles for collective bargaining agreements.

\*\* Fire department unexpended balance reflects approximately \$80,000 attributed to the special warrant article for the SAFER grant funding due to timing of personnel hired during 2008.

(a) Amounts received from other sources are reflected in the 2007 Expenditures column based on total appropriation and may not reflect the actual amount expended.

# *Trustees of Trust Funds*

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NAME OF TRUST FUND	PRINCIPAL			INCOME				GRAND TOTAL PRINCIPAL & INCOME	
	BALANCE BEGINNING YEAR	NEW FUNDS CREATED	WITH- DRAWALS	BALANCE END YEAR	BALANCE BEGINNING YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR		BALANCE END YEAR
<b>CEMETERIES</b>									
Cemetery-on-Hill	1,189.03			1,189.03	0.00	11.46	11.46	0.00	1,189.03
Perpetual Care	61,890.00			61,890.00	1,067.22	607.07	607.07	1,067.22	62,957.22
Neglected Lots	500.00			500.00	0.00	4.83	4.83	0.00	500.00
Garaphelia Park	1,000.00			1,000.00	0.00	9.63	9.63	0.00	1,000.00
Martha Clark Fund	2,000.00			2,000.00	0.00	19.29	19.29	0.00	2,000.00
Dora Haseltine Fund	500.00			500.00	0.00	4.83	4.83	0.00	500.00
Cemetery-on-the-Plains	17,574.89			17,574.89	7,370.54	408.30	0.00	7,778.84	25,353.73
Cemetery Trustees	0.00			0.00	22,903.16	866.08	0.00	23,769.24	23,769.24
Maintenance Fund	35,150.00	5,950.00	200.00	40,900.00	154.57	361.53	361.53	154.57	41,054.57
Louise Anderson Hall Fund	1,300.00			1,300.00	0.00	12.55	12.55	0.00	1,300.00
<b>LIBRARY</b>									
Public Library Fund	3,000.00			3,000.00	0.00	28.89	28.89	0.00	3,000.00
Library Books	1,000.00			1,000.00	0.00	9.63	9.63	0.00	1,000.00
ARMSTRONG MEM. BLD.	1,157.34			1,157.34	973.34	1,009.67	997.64	985.37	2,142.71
<b>SCHOOLS</b>									
Searles School Repairs	0.00			0.00	402.25	3.89	0.00	406.14	406.14
Eliz. Wilson Fund	1,000.00			1,000.00	0.00	9.63	9.63	0.00	1,000.00
School Dist. 2,3,4,6	4,022.00			4,022.00	0.00	38.77	38.77	0.00	4,022.00
MINISTERIAL FUNDS	1,989.63			1,989.63	0.00	19.17	19.17	0.00	1,989.63



## *Trustees of Trust Funds*

NAME OF TRUST FUND	PRINCIPAL			INCOME				GRAND TOTAL PRINCIPAL & INCOME	
	BALANCE BEGINNING YEAR	NEW FUNDS CREATED	WITH- DRAWALS	BALANCE END YEAR	BALANCE BEGINNING YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR		BALANCE END YEAR
NEEDY PERSONS	1,400.00			1,400.00	4,344.07	55.35	0.00	4,399.42	5,799.42
REPAIR TOWN BLDGS	1,979.65			1,979.65	0.00	19.09	19.09	0.00	1,979.65
IRENE HERBERT SCHSHIP	14,075.00			14,075.00	438.83	139.81	0.00	578.64	14,653.64
COBBETTS PD VILL. DIST.	12,719.56			12,719.56	853.22	130.75	0.00	983.97	13,703.53
CAPITAL RES. FUNDS									
Fire Apparatus	70,170.00			70,170.00	2,591.25	700.94	0.00	3,292.19	73,462.19
Fire Station	0.00			0.00	1,451.91	13.99	0.00	1,465.90	1,465.90
Rte 111 / Town Complex	0.00			0.00	5,985.31	57.65	0.00	6,042.96	6,042.96
Fire Station Renovation	1,384.00			1,384.00	3,273.99	44.87	0.00	3,318.86	4,702.86
Nesmith Library	20,481.67			20,481.67	3,997.41	235.82	0.00	4,233.23	24,714.90
S.D. Repair/Replace Septic	0.00			0.00	1,619.20	15.61	0.00	1,634.81	1,634.81
Salt Shed	255,000.00	90,000.00	5,270.00	339,730.00	5,519.26	3,395.34	0.00	8,914.60	348,644.60
Senior Center	0.00			0.00	0.00	0.00	0.00	0.00	0.00
S.D. Building Modifications	0.00			0.00	0.00	0.00	0.00	0.00	0.00
S.D. Long Range Technol	0.00			0.00	0.00	0.00	0.00	0.00	0.00
S.D. Land Acquis Elem	0.00			0.00	0.00	0.00	0.00	0.00	0.00
S.D. Const/Land-Elem/HS	0.00			0.00	0.00	0.00	0.00	0.00	0.00
S.D. Land Acq-Elem/HS	0.00			0.00	0.00	0.00	0.00	0.00	0.00
S.D. Paving/Parking Repair	0.00	286,082.00		286,082.00	54.80	676.17	0.00	730.97	286,812.97

## *Trustees of Trust Funds*

NAME OF TRUST FUND	PRINCIPAL			INCOME				GRAND TOTAL PRINCIPAL & INCOME	
	BALANCE BEGINNING YEAR	NEW FUNDS CREATED	WITH- DRAWALS	BALANCE END YEAR	BALANCE BEGINNING YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR		BALANCE END YEAR
	EXPENDABLE TRUST FD								
Property Maintenance	16,969.49	30,000.00	11,323.00	35,646.49	1,137.99	469.26	0.00	1,607.25	37,253.74
Earned Time	124,646.22	30,000.00		154,646.22	1,780.42	1,513.17	0.00	3,293.59	157,939.81
Town Museum	4,453.36			4,453.36	33.53	43.24	0.00	76.77	4,530.13
Fire Protection	0.00			0.00	0.00	0.00	0.00	0.00	0.00
School Bldg/Grounds Maint	69,852.74		69,852.74	0.00	162.35	310.95	0.00	473.30	473.30
GRAND TOTALS	726,404.58	442,032.00	86,645.74	1,081,790.84	66,114.62	11,247.23	2,154.01	75,207.84	1,156,998.68

Respectfully submitted for the Trustees,

*Alphonse Marcil, Jr.*

Alphonse Marcil, Jr./Chairman

# Schedule of Town Property

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Description	Value
Town Hall Complex, Land (11A-590)	\$ 412,000
Town Hall	1,362,320
Planning Department	1,044,820
Armstrong Memorial Building	790,433
Town Complex, Land (16L-100)	3,527,000
Police Station	3,506,967
Nesmith Library	1,575,322
Fire Department	2,766,694
Fire Department Garage	135,247
Recycling/Transfer Station (11A-201)	
Land	394,000
Buildings	1,127,308
Bartley House (11C-1300)	
Land	331,000
Buildings	522,195
Senior Center (11C-1200)	
Land	253,000
Buildings	766,733
Searles Building (18L-525)	
Land	521,000
Buildings	1,693,630
Highway Department (3A-955, 3B-998)	
Land	399,000
Buildings	40,000
Town Beach (21H-1A)	
Land	494,000
Buildings	7,000
Cemeteries,	
Land (7A-501, 21K-150, 21U-100, 21W-6)	689,600
Buildings	5,000
Sportsfields/Recreational Lands (1B-1095, 2495 & 2500A, 1C-529A, 2A-250 & 650, 2B-495, 9A-655, 770 & 1750, 22R-900, 24F-5205)	2,527,800
Recreational Buildings (Griffin Park Utility/Multi-Use, Roger's Concession)	279,672
Disposal Site, Land (25R-300)	270,000
Conservation Land (1C-2500, 3A-895, 3B-375, 3B-910, 3B-925, 8B-3001, 4200, 4700 & 6600, 8C-300, 14A-200, 24F-501, 25E-10, 25R-103, 6500, 7025, & 8000)	4,795,600
Water Supply, Land (20D-1000)	192,000
Other: Wilson Land (11A-300)	530,000
All Lands and Buildings Acquired by Tax Collector's Deeds (see below)	3,543,200
All Properties Gifted to Town (see below)	<u>3,615,400</u>
<b>TOTAL</b>	<b>\$ 38,117,941</b>

*Land values reflect the current property assessment as established by the Tax Assessor.  
Building values reflect the appraised value as determined by the Town's insurance provider.*

## *Schedule of Town Property*

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### PROPERTIES ACQUIRED THROUGH TAX COLLECTOR'S DEED

1B-1022	10,000	13K-30	68,000	17M-46A	7,000
1B-1025	10,000	13K-34A	36,000	19B-701	204,000
1B-1026	10,000	13K-34B	37,000	19B-715	207,000
1B-1027	10,000	14B-2350	44,000	20D-1300	41,000
2A-1325	182,000	16C-1	78,000	20D-1300A	9,000
3B-355	133,000	16C-5	38,000	20D-2500	228,000
3B-680	101,000	16F-8A	25,000	20E-350	196,000
3B-850-2	6,000	16L-50	153,000	21V-227A	27,000
7A-625	11,000	16P-501	6,000	21V-243J	30,000
8A-40	6,000	16P-502	6,000	21V-255B	14,000
8A-61	7,000	16P-510	22,000	24A-601	10,000
8A-9010	9,000	16P-520	22,000	24D-600	10,000
8B-850	183,000	16P-540	21,000	24E-100	10,000
8B-900	180,000	16P-560	8,000	24G-101	11,000
8B-1860	32,000	16P-1004	30,000	25D-2A	14,000
8B-4100 (c)	49,000	16P-1010	21,000	25E-481	8,000
8B-4300 (c)	52,000	16R-740	57,500	25G-152	21,000
8B-5800 (c)	69,000	17I-49	202,000	25R-6000A (c)	10,000
8B-6000 (c)	57,000	17J-134A	16,000	25R-7010 (c)	273,000
9A-652	10,000	17L-65A	7,000		
11A-634A	7,000	17M-13	181,700		

### PROPERTIES GIFTED TO THE TOWN OF WINDHAM

3B-1500 (c)	20,000	11C-1800	219,000	21W-15A	7,000
3B-1600 (c)	14,000	11C-1801	219,000	22L-75 (c)	50,000
3B-290A (c)	12,000	11C-1802	10,000	22L-77 (c)	50,000
5A-200A (c)	51,000	11C-3400	9,000	22R-250	8,000
6A-1000	50,000	11C-3600	11,000	24E-5000	11,000
6C-200	51,000	14A-51 (c)	270,000	24F-500 (c)	182,000
7A-500	203,000	14A-230	11,000	24F-800 (c)	57,000
8B-530	87,000	14B-14A	21,000	24F-900 (c)	63,000
8B-3900 (c)	60,000	14B-2101	6,000	24F-950	192,000
8B-6301	0	14B-2500 (c)	9,000	24F-1550	15,000
9A-1600	47,000	20D-1550	1,400	24F-1551	14,000
9A-1604	9,000	20D-1600 (c)	545,000	24F-6100 (c)	451,000
11A-298	12,000	20D-1800 (c)	109,000	25E-500 (c)	29,000
11C-350	60,000	20D-2000 (c)	44,000	25R-500	7,000
11C-1700	206,000	21W-2	113,000		

(c) Indicates properties that were either donated as, or have since been designated as, Conservation land.  
 These Conservation values are in addition to those reflected on the previous page of this report.

# 2007 Independent Audit

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May 27, 2008

To the Board of Selectmen

Town of Windham, New Hampshire

In planning and performing our audit of the financial statements of the Town of Windham, as of and for the year ended December 31, 2007, in accordance with auditing standards generally accepted in the United States of America, we considered the Town of Windham's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Windham's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Windham's internal control.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Town's ability to initiate, authorize, record, process or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Town's financial statements that is more than inconsequential will not be prevented or detected by the Town's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Town's internal control.

Our consideration of internal control was for the limited purpose described in the first paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

This communication is intended solely for the information and use of management, Board of Selectmen, others within the organization and is not intended to be and should not be used by anyone other than these specified parties.

*Vachon, Clukay & Co., PC*  
Independent Auditing Firm

# 2007 Independent Audit

## BALANCE SHEET Governmental Funds - December 31, 2007

	General Fund	Other Governmental Funds	Total Governmental Totals
<b>Assets</b>			
Cash and cash equivalents	\$10,340,497	\$1,260,036	\$11,600,533
Investments		120,046	120,046
Taxes receivable, net	1,909,320		1,909,320
Accounts receivable, net	69,237	38,644	107,881
Due from other governments	29,687	177,500	207,187
Due from other funds	7,512	37,094	44,606
Restricted cash	625,752		625,752
Total Assets	\$12,982,005	\$1,633,320	\$14,615,325
<b>Liabilities</b>			
Accounts payable	\$247,351	\$70	\$247,421
Deferred revenue	1,372,609		1,372,609
Due to other governments	11,153,556		11,153,556
Due to other funds	37,069	7,537	44,606
Payable from restricted assets	625,752		625,752
Total Liabilities	13,436,337	7,607	13,443,944
<b>Fund Balances</b>			
Reserved for endowments		186,056	186,056
Unreserved, reported in:			
General fund (Deficit)	(454,332)		(454,332)
Special revenue funds		1,405,606	1,405,606
Capital project funds		1,423	1,423
Permanent funds		32,628	32,628
Total Fund Balances	(454,332)	1,625,713	1,171,381
<b>Total Liabilities &amp; Fund Balances</b>	<b>\$12,982,005</b>	<b>\$1,633,320</b>	

Amounts reported for governmental activities in the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds	30,603,086
Property taxes are recognized on an accrual basis in the statement of net assets, not the modified accrual basis	1,213,662
Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds. Long-term liabilities at year end consist of:	
Bonds payable	(515,064)
Accrued interest on long-term obligations	(9,520)
Compensated absences	(740,426)
<b>Net assets of governmental activities</b>	<b>\$31,723,119</b>

Note: The full audited financial statements are available at the Administrative offices.

# 2007 Independent Audit

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May 27, 2008

To the Board of Selectmen

Town of Windham, New Hampshire

In planning and performing our audit of the basic financial statements of the Town of Windham, New Hampshire for the year ended December 31, 2007, we considered the Town's internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the basic financial statements and not to provide assurance on the internal control structure.

However, during our audit we became aware of several matters that are opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions regarding those matters. We previously reported on the Town's internal control structure in our report dated May 27, 2008. This letter does not affect that report or our report on the basic financial statements dated May 27, 2008.

We have already discussed these comments and suggestions with various Town personnel, and we will be pleased to discuss them in further detail at your convenience, to perform additional study of these matters, or to assist you in implementing the recommendations.

The purpose of this letter is to provide constructive and meaningful recommendations to you.

## CREDIT CARD DOCUMENTATION

### *Observation*

As part of every audit engagement, our firm examines credit card purchases for proper documentation and propriety of expenditures. Our procedures noted that there was an instance of a credit card being used for personal purchases and the statement was submitted for payment without supporting documentation.

### *Implication*

Improper expenditures may be made using the Town's credit card which may go undetected without adequate controls.

### *Recommendation*

We recommend that a formal policy be adopted by the Board prohibiting the use of Town credit cards for personal purchases. The policy also needs to require that all supporting documentation has to accompany all statements for payment and that the purchase is approved by the proper officials.

### *Response*

The Assistant Town Administrator-Finance has presented to the Board a draft Internal Control Procedure document which formalizes, in writing, the procedures that have been in operation over the last several years regarding all activities coordinated through the Finance Office, including the processing of Accounts Payable. The finding that was noted in regards to the processing of a Town credit card payment was an oversight and isolated to one incident. The Assistant Town Administrator-Finance periodically reminds department heads to ensure that all appropriate documentation for payments are attached to the payment requests. However, the Assistant Town Administrator-Finance will draft a formal amendment to the Town's Purchasing Policy to include a provision prohibiting the use of Town credit cards for personal purchases going forward.

## 2007 Independent Audit

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### APPROVAL OF JOURNAL ENTRIES

#### *Observation*

We noted during our review of the journal entries that the entries are not being approved by a person other than the person generating and posting the entries.

#### *Implication*

Controls over financial activities of the Town are weakened. There is a lack of a segregation of duties by allowing one person to generate and post the journal entries without any outside approval of another person.

#### *Recommendation*

We recommend that the Town Administrator review the journal entries being made by the Assistant Town Administrator-Finance and note his approval on the journal entries.

#### *Response*

Effective May 2008, the Town Administrator is reviewing and approving all general ledger journal entries that are processed by the Assistant Town Administrator-Finance.

### CENTRALIZATION OF CASH RECEIPTS

#### *Observation*

We noted that there are several different departments who are responsible for receiving cash and checks for deposit within the Town. There is a lack of centralized deposits.

#### *Implication*

When there are numerous departments accepting payments for deposit, it weakens the controls over the cash receipt process. The opportunity exists for more errors, lost deposits and inaccurate reporting.

#### *Recommendation*

We have seen many communities start to implement centralized deposit processes in order to improve the efficiency of their operations and to strengthen their controls over their cash receipts. We recommend that the Board look into the possibility of establishing a centralized deposit process.

#### *Response*

The Town has for years had a decentralized cash receipt and depositing system in which all individual department collect and deposit their departmental revenues into the Town's accounts. This deposit function has been informally delegated by the Town Treasurer in the past, but is expected to be formalized through the adoption of a Town Deposit policy as prescribed in RSA 41:29 VI. Although the Town has multiple depository functions, there are mitigating controls in place including review and recording of all deposits and reconciliation of all town bank accounts by the Town Treasurer, as well as separate monthly reporting of revenues directly from the departments to the Assistant Town Administrator-Finance which is then reconciled to the town bank accounts. In addition, the Board of Selectmen is provided with a budget to actual report of all Town revenues on a quarterly basis.

*Vachon, Clukay & Co., PC*  
Independent Auditing Firm



# 2007 Fixed Asset Statement

The chart below represents the Town of Windham's fixed assets and infrastructure for the fiscal year ended December 31, 2007, as recorded in its financial statements. The Town of Windham considers a capital asset to be an asset whose cost exceeds \$5,000 and has a useful life of greater than one (1) year. Assets are depreciated using the straight-line method over the course of their useful lives. Infrastructure represents town-owned roadways and bridges.

	Balance <u>1/1/2007</u>	<u>Additions</u>	<u>Reductions</u>	Balance <u>12/31/2007</u>
<i>Capital assets not depreciated:</i>				
Land	\$ 9,917,388	\$ 1,113,000	\$ (14,200)	\$11,016,188
Construction in progress	-	37,108	-	37,108
Total capital assets not depreciated	9,917,388	1,150,108	(14,200)	11,053,296
<i>Other capital assets:</i>				
Infrastructure	28,795,926	1,191,434	-	29,987,360
Land improvements	1,289,012	-	-	1,289,012
Buildings and improvements	7,857,203	67,485	-	7,924,688
Vehicles and equipment	3,334,659	308,593	(79,358)	3,563,894
Total other capital assets @ historical cost	41,276,800	1,567,512	(79,358)	42,764,954
<i>Less accumulated depreciation for:</i>				
Infrastructure	(17,097,990)	(1,071,130)	-	(18,169,120)
Land improvements	(565,105)	(88,365)	-	(653,470)
Buildings and improvements	(2,329,484)	(196,094)	-	(2,525,578)
Vehicles and equipment	(1,579,112)	(335,987)	48,103	(1,866,996)
Total accumulated depreciation	(21,571,691)	(1,691,576)	48,103	(23,215,164)
Total other capital assets, net	19,705,109	(124,064)	(31,255)	19,549,790
Total capital assets, net	\$29,622,497	\$ 1,026,044	\$ (45,455)	\$30,603,086

# 2008 Balance Sheet

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The following represents the General Fund balance sheet as of December 31, 2008 as prepared by the Town's Finance Department. This information is presented in draft form and has not been audited or reviewed by the Town's Independent Auditors.

This presentation omits substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included with the General Fund balance sheet, they might influence the user's conclusions about the Town's financial position. Accordingly, this General Fund balance sheet is not designed for those who are not informed about such matters.

## General Fund - December 31, 2008

### ASSETS

Cash	\$11,986,929
Taxes receivable, net	1,840,536
Accounts receivable	87,298
Due from other funds	1,016
Due from other governments	55,070
Restricted cash - performance bonds	508,356
Restricted cash - other	12,541
<b>Total Assets</b>	<b>\$14,491,746</b>

### LIABILITIES & FUND BALANCES

#### Liabilities

Accounts payable	\$ 16,115
Deferred revenues	30,834
Deposits	508,356
Due to other governments	12,859,327
<b>Total Liabilities</b>	<b>13,414,632</b>

#### Fund Balances

Reserved for encumbrances	52,592
Unreserved:	
Designated for subsequent years' expenditures	759,263
Undesignated	265,259
<b>Total Fund Balances</b>	<b>1,077,114</b>

**Total Liabilities & Fund Balances** **\$14,491,746**

Respectfully submitted,



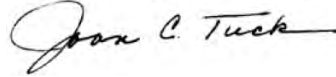
Dana Call/Assistant Town Administrator-Finance

# Town Clerk

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Another year has come and gone. The Town Clerk's office has continued serving the residents and the Town of Windham with various licenses and services. Just recently the office has welcomed a new assistant, Maria Marotta. Maria has added vitality, humor and professionalism to the current staff.

Respectfully submitted,

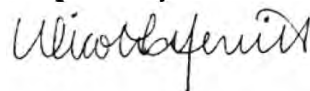


Joan C. Tuck/Town Clerk

## GENERAL FUND REVENUES COLLECTED

	<u>2008</u>	<u>2007</u>
Motor Vehicle Permits	\$2,634,553.50	\$ 2,653,220.00
Mail-in Registrations	13,044.00	13,079.00
State Motor Vehicles	40,105.00	40,080.00
Titles	5,482.00	5,496.00
Dog Licenses	20,438.50	17,275.00
Income from Dog Officer	1,660.00	2,880.00
Sale of Town Information	727.73	1,909.80
Boats	11,726.80	11,976.34
UCC Filings, etc.	3,963.71	2,728.00
Vital Records	2,103.00	2,673.00
OHRV / Hunting & Fishing	390.00	470.50
<b>Total</b>	<b>\$2,734,194.24</b>	<b>\$2,751,787.64</b>
<b>REMITTED TO TREASURER:</b>	<b>\$2,734,194.24</b>	<b>\$2,751,787.64</b>
Motor Vehicle Permits Issued:	16,287	16,551
Dog Licenses Issued	2,038	2,096

Respectfully submitted,



Nicole Merrill/Deputy Town Clerk

# Tax Collector

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## DEBIT REPORT

	2008	Levies of Prior
UNCOLLECTED TAXES BEGINNING OF YEAR:		
Property Taxes	\$ 0.00	\$ 1,664,430.55
Land Use Change Taxes	0.00	529,950.00
Yield Taxes	0.00	0.00
Excavation Taxes	0.00	1,643.58
TAXES COMMITTED THIS YEAR:		
Property Taxes	40,077,244.86	0.00
Land Use Change Taxes	26,500.00	0.00
Yield Taxes	470.73	0.00
Excavation Taxes	0.00	0.00
OVERPAYMENTS:		
Property Taxes	53,128.23	2,380.09
Miscellaneous	101.16	18.00
INTEREST COLLECTED ON DELINQUENT TAXES:		
	20,434.77	76,146.84
COLLECTED PENALTIES/FEES		
	22.00	5,330.50
	-----	-----
TOTAL DEBITS	\$40,177,901.75	\$ 2,279,899.56

## CREDIT REPORT

	2008	Prior
REMITTED TO TREASURER:		
Property Taxes	\$ 38,510,391.10	\$ 1,625,353.42
Land Use Change Taxes	500.00	529,950.00
Yield Taxes	470.73	0.00
Interest	20,434.77	76,146.84
Penalties/Fees	22.00	5,330.50
Overpayments/Refunds	53,128.23	2,380.09
Miscellaneous	101.16	18.00
Excavation Tax	0.00	1,643.58
ABATEMENTS MADE:		
Property Taxes	0.00	39,077.13
Yield Taxes	0.00	0.00
Land Use Change Taxes	0.00	0.00
UNCOLLECTED TAXES END OF YEAR:		
Property Taxes	1,566,853.76	0.00
Land Use Change Taxes	26,000.00	0.00
Yield Taxes	0.00	0.00
	-----	-----
TOTAL CREDITS	\$40,177,901.75	\$ 2,279,899.56

# Tax Collector

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## SUMMARY OF TAX SALE/LIEN ACCOUNTS


### DEBIT REPORT

	2007 Levies	2006 Levies	Prior Levies
UNREDEEMED LIENS:			
Beginning of Year	\$ 0.00	\$ 131,982.39	\$ 70,407.04
LIENS EXECUTED:			
During Fiscal Year	582,110.44	0.00	0.00
INTEREST & COSTS:			
Collected After Execution	13,179.72	11,215.71	14,153.65
	-----	-----	-----
TOTAL DEBITS	\$595,290.16	\$ 143,198.10	\$ 84,560.69

### CREDIT REPORT

REMITTANCE TO TREASURER:			
Redemptions	\$327,529.46	\$ 57,386.13	\$ 38,432.94
Interest/ Costs	13,179.72	11,215.71	14,153.65
ABATEMENTS:	0.00	7,800.90	28,668.49
UNREDEEMED LIENS:			
Balance End of Year	254,580.98	66,795.36	3,305.61
	-----	-----	-----
TOTAL CREDITS	\$595,290.16	\$ 143,198.10	\$ 84,560.69

Respectfully submitted,

  
Ruth A. Robertson/Tax Collector

# Town Treasurer

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## GENERAL OPERATIONS FUND

CASH BALANCE ON JANUARY 1, 2008 \$ 10,090,990.86

### Sources of Revenue

Town Departments	
Tax Collector	
2008 Tax Warrants	38,584,547.99
Prior Tax Warrants	2,160,085.91
Town Clerk	2,734,194.24
Planning & Development Dept	192,273.14
Transfer Station	116,680.73
Selectmen's Office	73,697.90
Police Department	35,011.69
Fire Department	219,383.42
Recreation Department	3,266.00
State of New Hampshire	
Revenue Sharing	69,298.00
Highway Block Grant	238,795.78
Rooms & Meals	567,025.64
Castle Hill Bridge Aid Grant	185,273.00
Emergency Management Grant	5,277.50
Other	2,292.12
Miscellaneous Revenues	
Interest on Deposits	86,733.74
Cable Franchise Fees	194,164.90
Fire SAFER Grant Reimbursement	12,432.50
Income from Trust Funds	920.08
Donations/Other Grant Funds	122,240.43
Sale of Town Property	81,036.94
Salt Shed Capital Reserve Fund	5,270.00
Other	7,029.05
2008 Revenues	45,696,930.70
Current Use Collections	573,069.07
Proceeds from issuance of Tax Anticipation Notes	1,750,000.00
Total Funds Available	\$ 48,019,999.77
Less:	
Disbursements per Selectmen's Warrants & School District Requests	43,770,515.77
Current Use Transferred to Conservation Land Fund	573,069.07
Net Transfers Out to Other Funds	30,477.09
Payoff of Tax Anticipation Notes	1,750,000.00
Cash Balance on December 31, 2008 - held at Citizens Bank	\$ 11,986,928.70

## *Town Treasurer*

### OTHER FUNDS

<i>Held at Citizens Bank:</i>	Balance				Balance
Fund	01/01/08	Income	Disbursements	Interest	12/31/08
Cable TV Trust Fund	243,796.51	22,147.70	2,261.38	2,382.13	266,065.06
Searles Special Revenue	20,003.81	23,001.30	23,171.83	208.46	20,041.74
Expendable Health Trust	285.33	280,524.17	224,954.66	102.13	55,956.97
Cemetery Operation Fd	85,933.64	6,450.00	200.00	852.84	93,036.48
Conservation Land Trust	20,012.35	612,186.39	409,847.80	2,209.01	224,559.95
Road Bond Fund	9,095.71	0.00	0.00	87.58	9,183.29
Law Enforcement Fund	954.40	0.00	0.00	9.21	963.61
Town Clerk Special Acct	670.09	20,163.50	18,435.00	9.30	2,407.89
Recreation – Lacrosse	4,934.23	34,418.00	36,892.18	110.08	2,570.13
Recreation – Yoga	761.11	4,405.00	4,478.00	8.69	696.80
Conservation Special	2,122.90	0.00	0.00	20.45	2,143.35
Recreation – Basketball	17,863.06	2,685.00	11,764.30	135.41	8,919.17
Griffin Park Special Grant	1,422.84	0.00	1,430.63	7.79	0.00
Recreation – Programs	5,680.25	61,494.99	64,041.08	63.51	3,197.67
Recreation – Tennis	3,824.95	8,015.00	11,687.39	36.83	189.39
Conservation – Trails	2,300.08	0.00	0.00	22.14	2,322.22
Police Public Safety Rev	37,894.14	426,029.25	392,409.04	1,030.59	72,544.94
Police Fed Forfeitures	30,724.86	0.00	3,779.40	278.73	27,224.19
Fire Public Safety Rev	10,342.54	17,791.97	10,600.99	133.45	17,666.97
Subdivision Fees	83,326.74	43,817.85	48,901.25	0.00	78,243.34
Griffin Park Lighting	894.17	0.00	0.00	8.59	902.76
Misc. (Undefined)	990.38	0.00	995.79	6.21	0.80
School Impact Fees	425,612.96	132,600.00	250,000.00	8,472.43	316,685.39
Rte 28 Emerg Resp Fund	69,291.65	5,000.00	0.00	690.90	74,982.55
Rec Improv Fund	3,723.69	1,500.00	13.00	43.69	5,254.38
Rail to Trail Fund	1,258.62	500.00	0.00	14.51	1,773.13
Londonbridge Rd Impact Fee 1	0.00	26,668.00	0.00	49.28	26,717.28
Londonbridge Rd Impact Fee 2	0.00	9,000.00	0.00	1.94	9,001.94
Police Impact Fees	0.00	514.00	0.00	1.41	515.41
Fire Impact Fees	0.00	1,107.00	0.00	0.02	1,107.02
<b>Grand Total</b>	<b>\$1,083,721.01</b>	<b>\$1,740,019.12</b>	<b>\$1,515,863.62</b>	<b>\$16,997.31</b>	<b>\$1,324,873.82</b>

## Town Treasurer

### DEVELOPER PERFORMANCE BONDS

As of 12/31/08, the following bonds are held for the completion of projects approved by the Planning Board:

American Excavating (Town Road Projects)	448,000.00
Anderson Subdiv	73,006.00
Bear Hill Extension	85,632.00
Brox Industries (Town Road Projects)	330,185.00
Burl (timber)	2,000.86
Butterfield/Jackman Ridge Rd Ext	30,500.00
Canterbury Rd Ext	7,935.17
Carr Landscaping	7,300.00
Castle Reach Pump House	216,660.00
Castle Reach III	29,208.00
Clarke Farm Estates	66,158.40
Cobbett's Pond Plaza	58,937.00
Comcast/Adelphia (Cable TV)	75,000.00
Cristy Rd Ext	52,049.52
D & S Builders	100.00
DelPozzo Development	537.06
Duston Rd (Spruce Pond)	40,012.00
Evinson (timber)	726.22
Fieldstone Woods (Mountain Home Building)	19,491.50
Fieldstone Woods (DHB, Inc)	17,082.00
Fletcher Rd Ext	11,798.00
Fox Crossing Retaining Wall	15,480.00
Fritschy Site Plan	20,000.00
Golden Brook Crossing	19,148.30
Gov Dinsmore Rd (McIntosh Hollow)	93,720.00
Gov Dinsmore Rd (Orchard Blossom)	39,275.00
Haffner's Fuel Site	1,356.93
90 Indian Rock Rd	40,225.92
Jennings Excavation (Town Road Projects)	168,245.00
Jenny's Hill Rd	21,000.00
Jenny's Hill Rd Ext	28,476.00
Johnny Hill Estates	815,850.00
Johnson St Ext	13,909.35
Lakeview Farm/Harvest Rd	80,000.00
McIntosh Hollow	253,587.00
Netherwood Rd	14,600.00
Northland Rd (Spruce Pond)	58,524.00
Outlook Rd	55,187.69
Partridge & Quail Rds	2,868.72
Pawtucket Rd	47,663.18
Porcupine Rd	31,966.25
PSNH (Telo Rd/Almes St)	5,000.00
Ryan Farm Rd (Mesiti)	25,077.35
Ryan Farm / Heritage Acres	63,271.69
Ryan Farm 3 (Great Mountain View)	86,933.00
Ryan Farm 4 (Great Mountain View)	1,582,944.00
Searles Rd (Forfeited)	37,286.45
Settlers Ridge Rd	12,964.17
Squire Armour Ext	16,464.00



## *Town Treasurer*

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Stoneywyke Rd (Forfeited)	6,395.13
Terra Bella	50,964.00
Thompson Subdiv	682.38
Trimmer's Landscaping	2,355.00
Villages of Windham	42,834.00
Wall St/International	32,785.33
Wall St (Shaws) Driveway	13,586.00
West Shore Rd	1,015.05
Whispering Pines (Winds)	6,210.29
White Mountain Cable Construction (Cable TV)	20,000.00
Windham Co-op Kindergarten	3,552.78
Windham Meadows II	71,406.70
<b>Total Performance Bonds</b>	<b>\$5,475,129.39</b>

Respectfully submitted,

***Robert Skinner***

Robert Skinner/Town Treasurer

# *Expendable Health Trust*

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MONTH	INCOME	----- Disbursements -----					INTEREST	MISC.	BALANCE
		RETIREE NET PREMIUM	CLAIMS	ADMIN FEE	RENEWAL				
								285.33	
January	15,900.52	0.00	0.00	0.00	0.00	0.00	3.00	16,188.85	
February	15,900.52	0.00	29,585.18	1,468.50	0.00	0.00	4.01	1,039.70	
March	16,654.46	0.00	33,667.61	0.00	0.00	0.00	2.10	(15,971.35)	
April	54,653.53	0.00	31,578.14	1,732.50	0.00	0.00	0.00	5,371.54	
May	18,906.10	0.00	13,773.85	0.00	0.00	0.00	6.62	10,510.41	
June	24,460.46	0.00	17,415.68	1,716.00	0.00	0.00	11.39	15,850.58	
July	23,893.88	0.00	19,023.39	0.00	0.00	0.00	12.23	20,733.30	
August	14,532.42	0.00	8,413.40	0.00	0.00	0.00	12.07	26,864.39	
September	14,595.97	0.00	16,457.33	0.00	0.00	0.00	13.44	25,016.47	
October	23,977.05	0.00	28,257.70	1,765.50	0.00	0.00	10.52	18,980.84	
November	21,842.23	0.00	7,491.97	0.00	0.00	0.00	9.27	33,340.37	
December	35,207.03	0.00	11,957.91	0.00	650.00	0.00	17.48	55,956.97	
<b>TOTALS</b>	<b>280,524.17</b>	<b>0.00</b>	<b>217,622.16</b>	<b>6,682.50</b>	<b>650.00</b>	<b>102.13</b>	<b>0.00</b>		

The Expendable Health Trust fund is used primarily to pay the “out of pocket” claims associated with the Town’s program of self-insuring the deductibles and coinsurance payments on behalf of its employees. The monthly premium cost of the health insurance program is funded through the Town’s general operating budget. Other disbursements from this account include administrative costs and a portion of payments made on behalf of retirees who qualify for the Town’s post-employment benefits program based on years of service. Note: For 2008, payments for retiree insurance premiums were funded from the operating budget. The income deposited into this fund consists of the employees’ co-pay amounts from weekly payroll deductions, plus co-payments collected retroactively through the Police collective bargaining agreement taking effect in 2008.

# Statement of Bonded Indebtedness

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<b>Amount of Original Issue</b>	<b>\$4,196,064.00</b>
Issuer / Date of Issue	Citizens Bank / July 1999
Purpose	Fire/Police/Library/Griffin Park
Date Payable	Feb & Aug Each Year
Rate	4.6% - 4.7%

	Year	Principal	Interest		Payment	Balance
						451,064.00
2008	2/15/08		10,487.50		10,487.50	451,064.00
	8/15/08	225,000.00	10,487.50	4.60%	235,487.50	226,064.00
2009	2/15/09		5,312.50		5,312.50	226,064.00
	8/15/09	226,064.00	5,312.50	4.70%	231,376.50	0.00
		\$451,064.00	\$31,600.00		\$482,664.00	

<b>Amount of Original Issue</b>	<b>\$100,000</b>
Issuer / Date of Issue	TD Banknorth / June 2003
Purpose	Searles Building Renovations
Date Payable	June Each Year
Rate	4.00%

	Year	Principal	Interest		Payment	Balance
						64,000.00
2008	6/3/08	10,000.00	2,560.00		12,560.00	54,000.00
2009	6/3/09	10,000.00	2,160.00		12,160.00	44,000.00
2010	6/3/10	10,400.00	1,760.00		12,160.00	33,600.00
2011	6/3/11	10,800.00	1,344.00		12,144.00	22,800.00
2012	6/3/12	11,200.00	912.00		12,112.00	11,600.00
2013	6/3/13	11,600.00	464.00		12,064.00	0.00
		\$64,000.00	\$9,200.00		\$73,200.00	

# Capital Improvements Program

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EXCERPT FROM THE

FY 2009-2016 PLAN

Presented to the Windham Planning Board January 22, 2009

## II. Background: CIP 2008 Plan

### A. Method of Classification and Prioritization of Capital Projects

New Hampshire RSA 674:6 requires that the Capital Improvements Program (CIP) classify projects according to urgency and need and to contain a time sequence for their implementation. In accordance with the Capital Improvements Programming Handbook prepared by the Southern New Hampshire Planning Commission, the Windham CIP Sub-Committee has adopted a classification scheme that uses six (6) possible classifications as outlined below. In deliberations leading up to the CIP Sub-Committee's proposed capital allocations, each submitted project is assigned a class. The list of projects requested for this year's plan is included in Appendix B in class order.

After each project is classified, projects falling into the same class were reviewed against town needs as identified by the town master plan and further prioritization is established based upon available funds in each year.

Class	Category	Description
Class I	Urgent	Cannot be delayed, needed immediately for health and safety needs.
Class II	Necessary	Necessary. Needed within 1- 3 years to maintain basic level and quality community services.
Class III	Desirable	Desirable. Needed within 4-6 years to improve quality and level of service.
Class IV	Deferrable	Can be placed on hold until after the 6-year period, but supports community development goals.
Class V	Premature	Premature. Needs more research, planning and coordination.
Class VI	Inconsistent	Inconsistent. Contrary to land use planning or community development

### B. Year 2009 Available Capital Improvement Funds

The CIP Sub-Committee used the official tax valuation less utilities figure for 2008 to determine the proposed CIP funding for the subsequent years in its plan. This official tax valuation is determined by the Windham Tax Assessor and approved by the New Hampshire Department of Revenue Administration. For year 2008 the town valuation figure minus exemption monies for veterans and other recognized groups, was set at \$2,229,736,970.

To compute the available CIP funds for year 2009, the sub-committee used the actual 2008 valuation \$2,229,736,970 and applied a conservative 1.5% increase to reach \$2,263,183,025 as an estimated tax valuation figure. For FY 2009-2016 planning, the sub-committee estimated available CIP funds using a 1.5% increase each year in the town valuation figures. This year's CIP Sub-Committee looked at the current slow down in residential development and felt that a 1.5% figure creates a realistic future plan, while still being fiscally conservative and cautious.

# Capital Improvements Program

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The CIP Sub-Committee has recognized the enormity of the projected costs attributable to the new high school land and facilities. The current CIP Plan does not include the costs of the new high school in the budget. The sub-committee believed that in order to continue to fund other needed town-wide capital improvement projects, the high school capital projects should be removed from the CIP plan. However, it recognized that a lower CIP rate than the historical \$1.55 per thousand met the non-high school capital needs of Windham within this plan. The CIP Sub-Committee has adopted a new CIP rate of \$.75 per thousand to fund the non-high school capital projects. In addition to funds derived directly from CIP, the plan includes school impact fees and other funds contributions.

It is required that the first year of the CIP plan be balanced to zero (2009 in this plan). It is always the intent of the CIP Sub-Committee to create a plan for future years (FY2010-2016 in this plan) that minimizes any negative variances from the estimated CIP funding available. However, because the specific funding figures in those later years are just estimates, no attempt is made to zero balance the program.

### III. CIP FY 2008 Plan

#### A. FUNDING AMOUNTS

2008 Actual Town Tax Valuation Less Utilities	\$2,229,736,970
2009 Estimated Town Tax Valuation Less Utilities at 1.5% estimated growth	\$2,263,183,025
CIP funding at \$.75 per thousand of 2009	\$ 1,697,387
Other CIP Contributions:	\$ 160,160
Searles Trust Fund	\$ 12,160
Depot Area Development	\$ 148,000
 TOTAL AVAILABLE CIP FUNDING FOR 2009	 \$ 1,857,547

#### B. FIXED CIP OBLIGATIONS FOR 2009

Town Master Bond (Fire and Police Stations, Library)	\$ 236,689
Schools Renovation Bond (Middle and Center)	475,026
Searles Bond	12,160
 TOTAL FIXED OBLIGATIONS	 \$ 723,875

C. REMAINING CIP FUNDS FOR REQUESTED PROJECTS \$ 1,133,672

## Capital Improvements Program

### CIP FY 2009 - 2016 Appropriation Chart (Summary)

Notes	CRF Balances	2009	2010	2011	2012	2013	2014	2015	2016	
<b>CIP Projected Availability</b>		<b>\$1,697,387</b>	<b>\$1,722,848</b>	<b>\$1,748,691</b>	<b>\$1,774,921</b>	<b>\$1,801,545</b>	<b>\$1,828,568</b>	<b>\$1,855,997</b>	<b>\$1,883,837</b>	
<b>Fixed CIP Obligations</b>										
Town Master Bond	(1)	236,689								
Schools Renovation Bond	(2)	475,026								
Searles Bond	(3)	12,160	12,144	12,144	12,144	12,144				
<b>Total Fixed Obligations</b>		<b>\$723,875</b>	<b>\$12,144</b>	<b>\$12,144</b>	<b>\$12,144</b>	<b>\$12,144</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Effective Availability Other</b>		<b>\$973,512</b>	<b>\$1,710,704</b>	<b>\$1,736,547</b>	<b>\$1,762,777</b>	<b>\$1,789,401</b>	<b>\$1,828,568</b>	<b>\$1,855,997</b>	<b>\$1,883,837</b>	
<b>Other CIP Annual Contributions</b>										
Searles Revenue	(4)	12,160	12,160	12,144	12,144	12,144	0	0	0	
Depot Area Development	(5)	148,000								
<b>Net to Annual Appropriations</b>		<b>\$ -</b>	<b>\$1,133,672</b>	<b>\$1,722,864</b>	<b>\$1,748,691</b>	<b>\$1,774,921</b>	<b>\$1,801,545</b>	<b>\$1,828,568</b>	<b>\$1,855,997</b>	<b>\$1,883,837</b>
<b>Annual Appropriation</b>										
POLICE DEPARTMENT		108,528	0	0	0	0	0	0	0	
FIRE DEPARTMENT		155,000	166,400	166,400	517,400	180,000	180,000	0	0	
SELECTMEN		176,000	0	0	0	0	0	0	0	
HIGHWAY AGENT		380,000	491,600	521,600	561,600	806,600	641,600	600,000	0	
LIBRARY		0	0	0	0	0	0	0	0	
CONSERVATION		0	0	0	0	0	0	0	0	
TRANSFER STATION		0	0	0	0	0	0	0	0	
PLAN & DEV DEPT		0	0	0	0	0	0	0	0	
RECREATION		0	0	0	0	0	0	0	0	
SCHOOL DEPT		314,144	609,000	587,000	565,000	543,000	521,000	499,000	477,000	
<b>Total Annual Appropriations</b>		<b>\$1,133,672</b>	<b>\$1,267,000</b>	<b>\$1,275,000</b>	<b>\$1,644,000</b>	<b>\$1,529,600</b>	<b>\$1,342,600</b>	<b>\$1,099,000</b>	<b>\$ 477,000</b>	
<b>Variance</b>		<b>\$0</b>	<b>\$455,864</b>	<b>\$473,691</b>	<b>\$130,921</b>	<b>\$271,945</b>	<b>\$485,968</b>	<b>\$756,997</b>	<b>\$1,406,837</b>	

## *Capital Improvements Program*

### CIP FY 2009 - 2016 Appropriation Chart (Details)

Notes	CRF Balances	2009	2010	2011	2012	2013	2014	2015	2016	
<b>Effective Availability Other</b>		\$ 973,512	\$ 1,710,704	\$1,736,547	\$ 1,762,777	\$ 1,789,401	\$ 1,828,568	\$ 1,855,997	\$ 1,883,837	
<b>OTHER CIP ANNUAL CONTRIBUTIONS</b>										
Searle's Trust Fund		12,160	12,160	12,144	12,144	12,144				
Depot Area Improvement		148,000								
<b>Total Other contributions</b>		\$ 160,160	\$ 12,160	\$ 12,144	\$ 12,144	\$ 12,144	\$ -	\$ -	\$ -	
<b>Net to Annual CIP Appropriations</b>		\$1,133,672	\$ 1,722,864	\$1,748,691	\$ 1,774,921	\$ 1,801,545	\$ 1,828,568	\$ 1,855,997	\$ 1,883,837	
<b>ANNUAL APPROPRIATIONS</b>										
<b>POLICE DEPARTMENT</b>										
PD Driveway & Parking										
PD Building Enhancement		108,528								
<b>Sub-Total</b>		\$108,528	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>FIRE DEPARTMENT</b>										
Substation										
Ambulance 2006					171,000					
Engine 3 Replacement			166,400	166,400	166,400					
1980 Ladder Truck										
Engine 2 Replacement					180,000	180,000	180,000			
Ambulance 1 Replacement		155,000								
<b>Sub-Total</b>		\$0	\$155,000	\$166,400	\$166,400	\$517,400	\$180,000	\$180,000	\$0	\$0
<b>SELECTMEN</b>										
New Town Road Layout										
Depot area			176,000							
New Town Hall										
<b>Sub-Total</b>			\$176,000	\$0	\$0	\$0	\$0	\$0	\$0	

## Capital Improvements Program

	Notes	CRF Balances	2009	2010	2011	2012	2013	2014	2015	2016
<b>HIGHWAY AGENT</b>										
Road Improvements			360,000	390,000	420,000	460,000	500,000	540,000	600,000	
Salt shed			20,000	101,600	101,600	101,600	101,600	101,600		
5 Ton Dump							115,000			
5 Ton Dump										
Sm. rubber track excavator										
Front End Loader							90,000			
Five Ton Dump										
Pick Up & One Ton Dump										
<b>Sub-Total</b>		\$0	\$380,000	\$491,600	\$521,600	\$561,600	\$806,600	\$641,600	\$600,000	\$0
<b>LIBRARY</b>	(8)*									
Maintenance				60,500						
Construction, Clerk of Works, Furnishings										
<b>Sub-Total</b>		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>CONSERVATION</b>										
Land Fund	(10)									
<b>Sub-Total</b>		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TRANSFER STATION</b>										
<b>Sub-Total</b>		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Heritage/Historic Comm.(s)</b>										
<b>Sub-Total</b>		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>RECREATION</b>										
Expand Nashua Rd fields				150,000						
Soccer Field (Spruce Field)										
New Nashua Rd fields/Prkg										
<b>Sub-Total</b>		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SCHOOL DEPARTMENT</b>										
High School Track & Field			71,400	380,625	366,875	353,125	339,375	325,625	311,875	298,125
Gymnasium			42,744	228,375	220,125	211,875	203,625	195,375	187,125	178,875
Kitchen Equipment			200,000							
<b>Sub-Total</b>		\$0	\$314,144	\$609,000	\$587,000	\$565,000	\$543,000	\$521,000	\$499,000	\$477,000



## *Capital Improvements Program*

	Notes	CRF Balances	2009	2010	2011	2012	2013	2014	2015	2016
<b>TOTAL ANNUAL APPROPRIATIONS</b>			\$1,133,672	\$1,267,000	\$1,275,000	\$1,644,000	\$1,529,600	\$1,342,600	\$1,099,000	\$477,000
<b>VARIANCE</b>			\$0	\$455,864	\$473,691	\$130,921	\$271,945	\$485,968	\$756,997	\$1,406,837

**CIP FY 2009 - 2016 Footnotes**

**Fixed Obligations:**

- (1) Represents 10 year bond (2000-2009), of \$4,196,064 at 4.57% covering Fire Station, Police Station, Library, and Griffin Park Phase I projects.
- (2) Represents 10 year bond (2000-2009) for schools renovation of \$5,992,000 at 4.65%. Use CRF and Impact fees to reduce total annual payments. Payment includes 30% state funding.
- (3) Represents 10year bond (2004-2010) of \$100,000 at 4.5% for renovations of Searle's Chapel west room.

**Other CIP Annual Contributions:**

- (4)\* Represents projected rental revenue from Searle's Chapel.
- (5) State reimbursement

**TAX VALUATION PROJECTION**

PROPERTY VALUATION	% Increase	YEAR	PROJECTED CIP TAX RATE	\$
				AVAILABLE
\$2,229,736,970		2008	\$0.75	\$1,672,303
\$2,263,183,025	1.5	2009	\$0.75	\$1,697,387
\$2,297,130,770	1.5	2010	\$0.75	\$1,722,848
\$2,331,587,731	1.5	2011	\$0.75	\$1,748,691
\$2,366,561,547	1.5	2012	\$0.75	\$1,774,921
\$2,402,059,971	1.5	2013	\$0.75	\$1,801,545
\$2,438,090,870	1.5	2014	\$0.75	\$1,828,568
\$2,474,662,233	1.5	2015	\$0.75	\$1,855,997
\$2,511,782,167	1.5	2016	\$0.75	\$1,883,837
\$2,549,458,899	1.5	2017	\$0.75	\$1,912,094
\$2,587,700,783	1.5	2018	\$0.75	\$1,940,776
\$2,626,516,294	1.5	2019	\$0.75	\$1,969,887

\*\*\* Based on Tax Assessor's Valuation for tax year 4/1/2005-3/31/2006

# Capital Improvements Program

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## V. Fixed Project Obligations

### A. Board of Selectmen

**Project Title:** Town Master Bond

**Cost:** \$245,975

**Description:** The ninth year payment of a 10-year bond taken by the town for \$4,196,064 at 4.57% covering the new Police Station, the new Fire Station, the new Library, and Griffin Park Phase I projects.

### B. Windham School District

**Project Title:** Schools Renovation Bond

**Cost:** \$484,014

**Description:** The ninth year payment of a 10 year bond taken by the school district for \$5,992,000 at 4.65% to finance additions and renovations to Windham Center School and Middle Schools. This amount is net 30% state building funding reimbursement.

### C. Historical Commission

**Project Title:** Searles Bond

**Cost:** \$12,560

**Description:** The fifth year payment of a 10 year bond taken by the Historic Commission to renovate the Searles Castle.

## VI: Requested Capital Projects and Action Taken

### A. Board of Selectmen

***Project Title:*** *London Bridge Road*

**Proposed by:** Dave Sullivan, Town Administrator

**Estimated Cost:** \$1,250,000 bond in 2009

**Proposal:** This proposal is to build a second egress to the High School site primarily over the existing London Bridge Road with the connection from the High School to Castle Hill Road. In 2007, the Board of Selectmen received a petition to layout a new town road. In March of 2008 and again in September of 2008, the proposal failed to gain the required votes by the Town. The plan is to bond this payment over 10 years.

**CIP Recommendation:** The CIP ranked this proposal Classification V (Premature). This proposal was deemed premature as no specific plan was provided by the Board of Selectmen or the School Board. Negotiations are ongoing as to the nature of the request for future action.

***Project Title:*** *Depot Area Improvement*

**Proposed by:** Dave Sullivan, Town Administrator

**Estimated Cost:** \$176,000 Funding, Year 2009 (offsetting revenues of \$148,000 from State through a TE grant), for a net raised from taxation of \$28,000. The original State grant revenue of \$168,000 (\$210,000 project cost X 80%) less the \$20,000 received in 2008, leaves a balance of \$148,000 in expected 2009 state revenue.

**Proposal:** This is the final installment of the carryover request from 2007 submitted by the Historic Commission and Depot Advisory Committee relating to the State grant portion of this project. Funding for the further site work, beautification and other landscaping improvements, as deemed necessary once the grant related work is completed, will be considered for a future request.

## Capital Improvements Program

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The Historic District Commission, Depot Road Advisory Committee, and others are working on continued improvements to the depot Historic Area. Past improvements by the Windham Trail Alliance have involved a paved bike path along the former rail bed as well as the purchase of a re-furbished caboose situated across from the Depot Buildings.

The groups have been awarded an 80/20 State Transportation Grant in the amount of \$210,000 to complete renovations and repairs to the Depot Buildings as well as to create a park like area around the buildings which will both help to preserve as well as enhance the historic area. The grant requires the Town to pay all expenses up front and then seek reimbursement from the State for their 80% share of the project. In 2007 the Town appropriated \$13,000 towards the project, with most of these funds being used to acquiring the caboose. In 2008, the Town appropriated an additional \$33,000 towards the project, which was primarily allocated for engineering services, which are currently underway. The construction phase of the project that is applicable to the grant (i.e. stabilization and renovations of the depot building) is planned for completion during 2009.

**CIP Recommendation:** The CIP ranked this proposal I (Urgent) The CIP placed \$176,000 in the CIP 2009 with an offsetting revenue of \$148,000 from the State.

**Project Title: New Town Hall**

**Proposed by: Dave Sullivan, Town Administrator**

**Estimated Cost: \$2,250,000 funding through 10 year borrowing**

**Proposal:** As referenced in the 1995 Turner Group Plan, the original design for the Fellows Road complex created at the time included the new Police, Fire and Library buildings which were built. This plan included a new "Town Hall" to house the departments presently located in the 3 and 4 North Lowell Road historic building complex so that the departments could be in one, central location, providing better operational convenience for both staff and residents as well as providing more efficient utility usage. The building would be located at the back of the property opposite the Nesmith Library. The existing historic buildings on North Lowell Road would then be used for other purposes to be determined at a later date.

Primary discussions of estimates for the construction of the new town hall indicate a cost of approximately \$2,250,000 for a 15,000 square foot facility. This would include architectural and engineering work, construction costs of the building and construction of the driveway / parking lot.

**CIP Recommendation:** The CIP ranked this a IV (Deferrable) The CIP does supports community development goals.

### **B. Fire Department**

**Project Title: Ambulance-2002**

**Proposed by: Chief Thomas L. McPherson**

**Estimated Cost: \$155,000.00 Requested year 2009**

**Proposal:** 2009 Replacement of Ambulance-2002 for \$153,000.00 based on Town Vehicle replacement policy

**CIP Recommendation:** The CIP Sub-Committee assigned this request a Classification of I (Urgent) with funding of \$155,000.00 in FY 2009.

**Comments:** The sub-committee approved this request as consistent with the high use of this vehicle and with the town vehicle replacement policy, maintaining the availability of safe and effective town emergency care.

# Capital Improvements Program

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**Project Title: Public Safety Sub- Station**

**Proposed by: Chief Thomas L. McPherson**

**Estimated Cost: \$1,400,00.00 Requested year 2011**

**Proposal:** As presented in several past CIP proposals the Chief is again requesting funding for the construction of a Public Safety Sub Station. The 2005 CIP Sub-Committee had recommended more research and planning be completed before full funding could be approved. Chief McPherson has begun the process of further study by forming a committee to plan and design the sub station, as well as enlisting the help of the IAFF to perform a GIS study to best determine the optimal geographic location for the station based on response times. At this time, the GIS study is not yet complete and the committee has yet to met.

**CIP Recommendation:** The CIP Sub-Committee assigned this request a Classification IV (Deferrable) with no funding in the CIP Plan.

**Comments:** The requested research and planning is not yet complete and the initial response times may suggest that the Rt 28 corridor may not be the best place for the sub station. The sub-committee recommends that the IAFF be provided the updated Route 111 bypass and Route 93 construction plans to assist with its analysis.

**Project Title: Engine-2 Replacement**

**Proposed by: Chief Thomas L. McPherson**

**Estimated Cost: \$540,000.00 Requested year 2013**

**Proposal:** The current Engine-2 is a 1994 model. The replacement schedule adopted by the department for an engine is 18-20 years, in order to minimize major maintenance costs and subsequent down time on the older equipment.

**CIP Recommendation:** The CIP Sub-Committee assigned the request a Classification III, (Desirable) with funding of \$540,000 in FY 2012-14.

**Comments:** The CIP Sub-Committee recommends that the funding for Engine-3 be spread over two years, because of the high cost and its potential impact to other town capital projects' funding if it is allocated in one year. The sub-committee also recommends that the funding schedule conform to the department's 20-year replacement cycle, instead of the 15-year replacement being proposed by the chief.

**Project Title: Ambulance-1 Replacement**

**Proposed by: Chief Thomas L. McPherson**

**Estimated Cost: \$171,000 in Year 2012**

**Proposal:** The current Ambulance-1 is a 2006 model. The replacement schedule adopted by the department for an ambulance is six years, in order to minimize major maintenance costs and subsequent down time on the older equipment. This request allows the department to stay on course for scheduled apparatus replacement.

**CIP Recommendation:** The CIP Sub-Committee assigned the request a Classification III, (Desirable) with funding in FY 2012, at the six-year replacement schedule.

**Project Title: Ladder-1 Replacement**

**Proposed by: Chief Thomas L. McPherson**

**Estimated Cost: \$960,000 in Year 2015**

**Proposal:** The department requested replacement of the donated 1981 ladder truck in 2009.

**CIP Recommendation:** The CIP Sub-Committee assigned the request a Classification V (Deferrable) Funding was not allocated for this request.

## *Capital Improvements Program*

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**Comments:** With continued growth in the town, the CIP Sub-Committee supports the long range planning required to purchase a replacement for this piece of equipment when funds can be budgeted in the CIP plan.

***Project Title: Engine-3 Replacement***

**Proposed by: Chief Thomas L. McPherson**

**Estimated Cost: \$499,200 in Year 2010**

**Proposal:** The current Engine-3 is a 1992 model. The replacement schedule adopted by the department for an engine is 18-20 years, in order to minimize major maintenance costs and subsequent down time on the older equipment.

**CIP Recommendation:** The CIP Sub-Committee assigned the request a Classification II, (Desirable) and funding appears in the years 2010 - 2012.

**Comments:** The CIP Sub-Committee recommends adherence to the replacement schedule for this 1992 model.

### **C. Police Department**

***Project Title: PD Building Enhancement***

**Proposed by: Chief Lewis**

**Estimated Cost: \$108,528 in Year 2009**

**Proposal:** The proposal is to construct an addition to the police station to provide for training, presentations and meetings of various groups. In addition the room would be used for a "Command Center" for police operations for any incident in which all additional resources are called in to assist or for when we need to expand our operations for an incident. The room would include additional lines for computer and telephone access along with secondary communications infrastructure.

**CIP Recommendation:** The sub-committee assigned a Classification I (Urgent) and funding is provided in 2009.

**Comments:** The sub-committee was in agreement that the existing conditions are sub-standard and this addition would be an improvement.

***Project Title: PD Driveway and Parking***

**Proposed by: Chief Lewis**

**Estimated Cost: \$125,000.00 in Year 2010**

**Proposal:** The project would connect the two existing driveways around the rear of the building. The connection would include adjacent additional parking for police personnel and users of the aforementioned building addition. It would also be the site for the potential town owned or leased fuel pumps.

**CIP Recommendation:** The sub-committee assigned a Classification II (Necessary) however with the lack of a specific plan and a more accurate cost did not reserve funds for this project in 2010.

**Comments:** The sub-committee would like more definitive plans presented in 2009.

### **D. Library**

***Project Title: Library Expansion***

**Proposed by: Carl Heidenblad, Director**

**Estimated Cost: \$3,107,500 in Year 2011**

## *Capital Improvements Program*

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**Proposal:** The proposal is to the design and construction of an 11,000.00 square foot addition to the existing library. The library circulation continues to grow, the demand for materials is high, existing space is limited and there is continued demand for new programs with limited existing space. Existing consultant studies indicate that a town the size of Windham requires the addition of the 11,000 square feet.

**CIP Recommendation:** The sub-committee assigned a Classification IV (Premature) with no funding provided in the existing CIP Plan.

**Comments:** The sub-committee supports community growth but believes that until the new Windham High School is built which includes library facilities and the two locations have had a chance to explore resource sharing the addition is premature in planning.

**Project Title: Proposed Improvements**

**Proposed by: CIP Committee**

**Estimated Cost: \$60,500.00 in Year 2009**

**Proposal** In year 2007 the CIP Committee voted to expend funds for improvements to the library. The funds were provided in years 2008 and 2009. To date the funds approved for 2008 have not been expended and in stead of continuing the funding for 2009 the CIP Committee decided to place those funds in year 2010 and give the library time to use the existing funds in 2009.

**CIP Recommendation:** The sub-committee assigned a Classification I (Urgent) with funding in 2010.

### **E. Highway Agent**

**Project Title: Roads**

**Proposed by: Jack McCartney, Highway Agent/Dave Sullivan, Town Administrator**

**Estimated Cost: \$3,270,000 Years 2009-2015**

**Proposal:** The highway agent again submitted a prioritized plan for complete and partial reconstruction of Windham roads in greatest need of repair. The road agent has stated that many of the roads in town are a mixed oil and gravel base and will be very costly to reconstruct. In addition many of the roads that have been built over the last several years are now showing signs of wear and should be repaired. The road agent is recommending that in the next few years the road reconstruction budget be increased from an average of 2 miles of road repaired per year to 4 miles of road repaired.

**CIP Recommendation:** The sub-committee assigned a Classification I (Urgent), needed immediately for health and safety needs recognizing that maintaining town roads is directly tied to citizen safety.

**Comments:** The sub-committee encourages the Highway Agent to maintain and update the submitted plan yearly to ensure sufficient CIP funding is made available as needed. The sub-committee also recommends that the town continue its past practice of working with developers to improve the existing road network and to better serve new roads that are laid.

**Project Title: Replacement Vehicle for 5-Ton Dump Truck**

**Proposed by: Jack McCartney, Highway Agent/ Dave Sullivan, Town Administrator**

**Estimated Cost: \$115,000 in Year 2009**

**Proposal:** Funding for 5-Ton Dump Truck as a replacement vehicle was requested for 2006. This truck would be used primarily during the winter months for plowing and sanding. During

## *Capital Improvements Program*

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warm weather it would haul sand and gravel products, as well as working with sub-contractors on road sweeping, roadside cleanup, ditch work or shoulder work.

**CIP Recommendation:** The sub-committee assigned a Classification IV (Deferrable) to this request. In the past, the Town has purchased vehicles through the State surplus program. The CIP Sub-Committee recommends that the Town pursue a used surplus vehicle and include these costs in the operating budget of the Highway Agent. Therefore, funding for this request appears in 2013 in the 2009-2016 Appropriations Chart.

**Comments:** The sub-committee also suggests coordination among the Transfer Station, Highway Agent, and Town Maintenance Department for vehicles that could have shared uses.

**Project Title: Pick Up and 1-Ton Dump Truck**

**Proposed by: Jack McCartney, Highway Agent/Dave Sullivan, Town Administrator**

**Estimated Cost: \$105,000 in Year 2015**

**Proposal:** The Highway Department has requested such a vehicle for several years. This vehicle is a front line vehicle seeing use throughout the year. Presently, it is seeing service for cold patch repair, shoulder and basin repairs, site work, brushwork and will soon be doing winter plowing and sanding duties.

**CIP Recommendation:** The sub-committee assigned a Classification VI (Inconsistent) to this request with no funding for this request on the current CIP Appropriations Chart.

**Comments:** The sub-committee also suggests coordination among the Transfer Station, Highway Agent, and Town Maintenance Department for vehicles that could have shared uses.

**Project Title: Small Excavator**

**Proposed by: Jack McCartney, Highway Agent/Dave Sullivan, Town Administrator**

**Estimated Cost: \$90,000 in Year 2010**

**Proposal:** The Highway Department has requested a Small Rubber Track Excavator. This machine is similar to past requests, but on a much smaller scale, less expensive initial cost and can be easily moved around with our present trucks. It would primarily be used to do catch basin repairs, shoulder work, swale work, cleaning inlets and outlets for culvert pipe, some detention pond work where accessible, and other uses a smaller machine would be capable of performing. These smaller machines have many uses, can be easily towed by a one-ton or five-ton truck, and are available with several attachments to make them very versatile. Among these items are "pizza cutters" for cutting pavement, trenching buckets, grading buckets, a thumb for lifting pipes or logs, brush cutters etc. With the already existing roadside swales, treatment swales, detention ponds and the continued installation of the above, this will be a valuable and well-used piece of equipment.

**CIP Recommendation:** The sub-committee assigned a Classification V (Premature) to this request. Funding for this request does not appear on the current CIP Appropriations Chart.

**Comments:** Additional justification for cost savings needs to be provided based on the limited need for this equipment and the successful implementation of subcontracting these services.

**Project Title: Replacement Vehicle for 5-Ton Dump Truck**

**Proposed by: Jack McCartney, Highway Agent/Dave Sullivan, Town Administrator**

**Estimated Cost: \$125,000 in 2012**

**Proposal:** This truck would be used primarily during the winter months for plowing and sanding. During warm weather it would haul sand and gravel products, as well as working with

## *Capital Improvements Program*

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sub-contractors on road sweeping, roadside cleanup, ditch work or shoulder work. This vehicle is a replacement for the 5-Ton dump truck purchased through State surplus in 2003.

**CIP Recommendation:** The sub-committee assigned a Classification V (Premature) to this project. The CIP sub-committee supports the process of purchasing this equipment through the State surplus program and including funding through the Highway operating budget. Funding for this request does not appear on the current CIP Appropriations Chart.

**Comments:** The sub-committee also suggests coordination among the Transfer Station, Highway Agent, and Town Maintenance Department for vehicles that could have shared uses.

**Project Title: Front End Loader**

**Proposed by: Jack McCartney, Highway Agent/Dave Sullivan, Town Administrator**

**Estimated Cost: \$90,000 in Year 2011**

**Proposal:** This will be a planned replacement adhering to policy guidelines as adopted. The loader will most likely have both the age and hours of the policy, and more likely be rusted out versus worn out due to its heavy uses in winter months. We recently purchased a harness for the purpose of adapting a snowplow to the loader, as well as a pair of hydraulic forks making the unit a more versatile piece of equipment. These purchases were done through a trade agreement, and at no cost to the taxpayers.

**CIP Recommendation:** The sub-committee assigned a Classification III (Desirable) to this request. The CIP Sub-Committee supports replacement programs for Town equipment and funding appears in FY2013.

**Project Title: Replacement Vehicle for 5-Ton Dump Truck**

**Proposed by: Jack McCartney, Highway Agent/Dave Sullivan, Town Administrator**

**Estimated Cost: \$130,000 in 2013**

**Proposal:** This truck would be used primarily during the winter months for plowing and sanding. During warm weather it would haul sand and gravel products, as well as working with sub-contractors on road sweeping, roadside cleanup, ditch work or shoulder work.

**CIP Recommendation:** The sub-committee assigned a Classification V (Premature) to this project. The CIP sub-committee supports the process of purchasing this equipment through the State surplus program and including funding through the Highway operating budget. Funding for this request does not appear on the current CIP Appropriations Chart.

**Comments:** The sub-committee also suggests coordination among the Transfer Station, Highway Agent, and Town Maintenance Department for vehicles that could have shared uses.

**Project Title: Salt Shed & Maintenance Facility**

**Proposed by: Jack McCartney, Highway Agent/Dave Sullivan, Town Administrator**

**Estimated Cost: \$528,000 In Years 2009 - 2014**

**Proposal:** As new State and Federal requirements are implemented, a Town salt shed will soon be a requirement. The present site for salt storage must be vacated by 2011. After review of several properties, it was determined that the Wilson Property adjacent to the transfer station is the most viable and cost effective site to use. Since this is Town owned land, there is no cost for land acquisition. The plan calls for a salt shed and separate maintenance and storage garage.

**CIP Recommendation:** The sub-committee assigned a Classification I (Urgent) to this request. The sub-committee suggests using the current Capital Reserve Funds and a five-year bond to complete this project.



# Capital Improvements Program

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## F. Windham School District

### Project Title: High School Track and Football Field

**Proposed by:** Donna Clairmont, School District Business Administrator

**Estimated Cost:** \$2,500,000 FY 2009

**Proposal:** This request is for building a track and football field on the property of the high school. The construction of the track and football field will allow these athletic facilities to be used when the school opens in August of 2009.

**CIP Recommendation:** The CIP subcommittee assigned this request a Classification II (Necessary), and funding is provided in FY2009. It is recommended that this be completely funded with a bond with interest only scheduled in 2009.

**Comments:** The CIP sub-committee recognizes the need for these facilities and believes these facilities should be available when the school opens.

### Project Title: Kitchen Equipment

**Proposed by:** Donna Clairmont, School District Business Administrator

**Estimated Cost:** \$200,000 in FY 2009

**Proposal:** This proposal is for the purchase of the required equipment necessary for the preparation and distribution of the meals to be prepared in district. The current equipment for the prior 2009 program is owned by the Pelham School District.

**CIP Recommendation:** The CIP subcommittee assigned a Classification I (Urgent) with funding in 2009.

**Comments:** The CIP subcommittee recognizes the need for this equipment for a successful program.

### Project Title: Second High School Gymnasium

**Proposed by:** Donna Clairmont, School Business Administrator

**Estimated Cost:** \$1,500,000 FY 2009

**Proposal:** This proposal is for a second gym in the new high school. This gym will allow for the full offerings of all proposed sports for the High School as well as help alleviate the overall need for gym space in town. This will allow the school to be complete upon opening of the school.

**CIP Recommendation:** The CIP subcommittee assigned a Classification I (Urgent). Funding in FYs 2009.

**Comments:** The CIP subcommittee recognizes the need for this gym space to be completed when the high school opens August of 2009.

## G. Conservation

### Project Title: Purchase Land

**Proposed by:** Conservation Commission - Wayne Morris

**Estimated Cost:** \$5,000,000 in FY 2009

**Proposal:** This proposal is to have the CIP Sub-Committee provide bonding in some form to provide a source of money that will allow the Conservation Commission the opportunity to negotiate the acquisition of several open spaces for conservation.

**CIP Recommendation:** The CIP Sub-Committee gave this project a Classification IV (Premature) with no funding in the existing CIP Plan. .

# Capital Improvements Program

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**Comments:** The general consensus of the CIP Sub-Committee was that this is a worthwhile project however more investigation will be required to determine the type of funding and that the proposal should include identified projects. In the absence of known projects it will be difficult to set aside funds to be available for unknown future use. It is anticipated the Conservation Commission will return in 2009 with a more structured proposal.

## H. Recreation

**Project Title: Expand Nashua Road Facilities**

**Proposed by: Recreation Committee**

**Estimated Cost: \$150,000 FY 2009**

**Proposal:** This proposal is to expand the existing Nashua Road facility to eliminate some of the overcrowding that exists now.

**CIP Recommendation:** The CIP Sub-Committee gave this project a Classification III (Desirable). Funding appears in FY 2010.

**Comments:** The general consensus of the CIP Sub-Committee was that this is a worthwhile project.

**Project Title: Turf Field**

**Proposed by: Recreation Committee**

**Estimated Cost: \$800,000 FY 2011**

**Proposal:** This proposal is to build a new turf type field in the town to meet demand and reduce ongoing maintenance costs after construction.

**CIP Recommendation:** The CIP Sub-Committee gave this project a Classification IV (Deferrable). Funding does not appear in the FY 2009 - FY 2016 Appropriations Chart.

**Comments:** The general consensus of the CIP Sub-Committee was that the town should wait until the high school is complete and the extent of fields is known.

**Project Title: Soccer Field (Spruce Pond)**

**Proposed by: Recreation Committee**

**Estimated Cost: \$250,000 FY2009**

**Proposal:** This proposal is to have the CIP Sub-Committee fund a new soccer field in town to meet ongoing demand.

**CIP Recommendation:** The CIP Sub-Committee gave this project a Classification IV (Deferrable). Funding does not appear in the FY 2009 - 2016 Appropriations Chart.

**Comments:** The general consensus of the CIP Sub-Committee was that the town should wait until the high school is complete and the extent of fields is known.

# Board of Selectmen

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We, the Board of Selectmen are pleased to submit our 2008 annual report to the residents of Windham. Over the past twelve months we, along with our departments and committees, have dealt with a wide variety of issues, projects, and agenda topics, some of which were very involved and, when combined, took much of the Board's focus this year. Some of the more notable accomplishments and items addressed are more fully detailed in this report. We are proud to serve as your Board of Selectmen, and are even more proud of the numerous volunteers and employees who serve our community. In the performance of their jobs and assignments each strives to not only provide a quality work product but to do so with the goal of delivering the highest quality of customer service. We certainly appreciate the collective efforts put forth by all those who work and volunteer for our community and help to make Windham the wonderful place we call home.

**AREAS/ISSUES IN 2008:** Some of the areas or issues that either the Board or specific departments addressed in 2008 include the following:

**Lowell Road Bike Paths:** The engineering and design plans for the construction of bike paths along a 2.1 mile segment of Lowell Road between Route 111 and the Golden Brook School were completed in early 2008 with bids solicited and awarded during the summer. The project, funded through a state grant in which 80% of the cost will be paid by the state and 20% by the town, came in under the engineering estimates and is scheduled for construction to begin in the spring. The project could be substantially completed by the end of 2009.

**Bartley House Renovations:** The second floor was renovated to accommodate four (4) offices to house the Administrator, Assistant Administrator, and Administrative Assistant, as well as a room to be used by the Historic District Commission. During the day the HDC's room can be also used as a small conference room for the administrative offices. With the relocation of the administration staff, one of the two available offices on the first floor was converted for use by the IT Director, who moved from the Planning Department, while the other will be set up as a joint space to serve the welfare administrator, Board of Selectmen, and can be used as needed by various department heads doing research or paperwork while at the administrative offices.

**Depot Renovations:** The Depot Advisory Committee selected the engineering firm of DuBois and King to design the improvements planned for the Depot Area, 80% of the cost of which is funded from a State grant received by the Town. The balance of 20%, which is the town's responsibility, has been raised at previous town meetings. The project, which consists of stabilizing and repairing the freight shed and garage on site as well as making site improvements to the surrounding area, is expected to be put out for bid this summer with implementation to start soon thereafter.

**Londonbridge Road Layout:** In January the Planning Board approved the proposed "line and location" for a new road to be laid out from the end of Londonbridge Road at its intersection with the High School access and proceeding southerly to the intersection with the other end of Londonbridge Road near its intersection with Castle Hill Road. This road would provide needed secondary access to the High School and provide connectivity for public safety responses in that area of town. A petition to fund the cost of constructing said roadway was submitted to the school district meeting in March however it failed to receive approval by the voters. In June the Selectmen petitioned the Superior Court to hold a special town meeting for the purpose of appropriating funds to complete the layout of the road. Permission was granted and in July the Board held a layout hearing, voting to support the layout of the new proposed road and submitting a warrant article to a special town meeting for funding. At the special town meeting in September the article to raise the needed funds failed to gain sufficient support. Throughout the balance of the year the Board and staff held meetings with the School Board and their staff as well as abutters along the proposed area to be built to see if an agreement could be reached on how to fund the costs of constructing the road. Bids were solicited to construct the road as originally laid out, as well as alternative costs to construct a gravel road. The apparent low bid for a full Class V paved road was slightly over \$900,000. As we entered 2009 an agreement had been reached between the town,

## *Board of Selectmen*

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school, and several of the abutters wherein the school would contribute \$500,000 from available construction funds towards the project, the town up to \$150,000 from its road budget, and the abutters offered to donate the balance of \$250,000 as well as their land needed to build the road. A public hearing is scheduled for March of 2009 to consider the proposed layout again, consistent with the agreement reached.

**Planning Department Reorganization:** The Board hired Gerry Coogan, independent consultant, to conduct an organizational study of the Planning Department for the purpose of reviewing our internal staffing structure and to make recommendations regarding any changes to positions within the department that were deemed appropriate, both in terms of title as well as responsibilities. In these times of economic downturn and in light of recent tax increases we have all experienced, the Board's vision is to ensure that our department is structured in a way that best aligns us to most effectively address and foster development opportunities that may arise in the future. Mr. Coogan's report presented the following three alternative organizational structures for the Board to consider:

- A Planning and Development Department with a Director as overseer of the Town Planner/Zoning Administrator, Building Inspector/Code Enforcement Officer, and Health Officer.
- A Community Development Department with a Director as overseer of the Planning & Zoning Administrator (zoning administration and plan reviews), Office Manager (Planning Board and ZBA), and Building/Health Officer (building, health, and code enforcement).
- A Planning Development Division with the Assistant Town Administrator as overseer of the Town Planner/Zoning Administrator, Building Inspection/Code Officer, and Health Officer.

After review by the Board we agreed that the best structure for our future needs was that of a Community Development Department along similar lines as recommended. The position of Planning Director will be replaced by a new position entitled Community Development Director which, while still responsible for the overall management of the department, will have a focus on economic and community development. The other department positions will be Planner, which may also handle code enforcement duties, Building Inspector/Health Officer, and our current three administrative staff positions to handle building, planning, and conservation/board of adjustment issues. As we began 2009, the Board and staff were recruiting for the Community Development Director position as well as for a new Planner which has been vacant since our previous Planner resigned to pursue a career in regional planning.

In addition, Mr. Coogan made a series of recommendations for both the Board and staff to consider which would improve our internal processes including:

- For staff to prepare a work program to assist in sorting out important planning tasks to which department resources should be allocated and identify activities that can be shifted to other entities.
- For staff to publish step by step fact sheets designed to assist applicants and agents in securing approval for land use changes, and to attend professional development courses.
- For staff to provide the Planning Board with staff reports, engineer reviews, and other appropriate information at least six days prior to a meeting, and
- For staff to timely provide applicants and/or their design engineer with information received from other Departments, abutters, or the review engineer.

These recommendations and others will be reviewed with staff for possible implementation as we proceed forward with the goal of accentuating the strong points of our processes as well as making improvements in others.

## Board of Selectmen

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**Transfer Station:** Significant improvements were made at the Transfer Station this past year as part of the Town's conversion to the single stream concept of recycling, including eliminating the use of the conveyor belt system, purchasing a compactor and two (2) new trailers, and renovating our recycling doors to better accommodate the comingled recyclables accepted into the compactor. Based on the first few months of operations under single stream we are very pleased with the results and savings realized. Further, indications from residents who have spoken with staff also have shown that the community has been very supportive of the change.

**Road Improvements:** Several significant road projects were completed this year. Portions of Beacon Hill Road were reconstructed from the Town's CIP funding. In addition, the following roads were repaired and reclaimed: Roulston Road, Bramley Hill Road, a portion of Londonderry Road, as well as a fire cistern installed on Osgood Road.

**Bond Releases and Road Acceptances:** Several road bond releases were approved upon recommendation by the Planning Board, and portions of the following roads were accepted as Town roadways: Bear Hill Road, Timberlane Road, Heritage Hill Road, Fletcher Road, Corliss Road, Dunraven Road, Overton Road, Cardiff Road, Edinburg Road, Ludlow Road, Leeds Road, Hancock Road, and Lancelot Road.

**DONATIONS:** As in past years, the Town was blessed to be the recipient of many donations of equipment, funds, and services. We extend our deepest appreciation and gratitude to those who gave so generously to our community. On behalf of the Town, we would like to recognize some of the items received:

- Modular office furniture for Police Department valued at \$3,675. AMA Office Solutions.
- GPS units for Fire Department valued at \$880. Private Source.
- Contribution towards field maintenance for sportsfields valued at \$900. Pelham/Windham Razorbacks.
- Contribution towards window replacements at Searles Building valued at \$10,000. Cogswell Benevolent Trust.
- Contribution towards purchase of compactor for single-stream recycling valued at \$6,000. NH The Beautiful.
- Funds and services from area businesses to help provide the annual Senior Summer Picnic, Senior Christmas Party, Safety Day, and Tennis Tournaments.

**PERSONNEL:** 2008, not unlike the previous few years, was once again a year where we experienced lots of turnover and transition for some departments, particularly in police and fire. We have highlighted these below:

**Police Department:** Four long term officers retired from our department in 2008 each having provided the community in excess of twenty (20) years of fulltime service. Officer Mike Lodise retired in May (23+ years), Officer Louis Palermo in June (25+ years), Officer Greg Malisos in July (20+ years), and Officer Dave Comeau in August (21+ years). Each of these men served us well for many years and their service to our town is much appreciated. We are pleased that three of them, Officers Malisos, Comeau, and Palermo, continue to work for the town as part time officers and can be seen on many occasions doing contracted police details both on local roads as well as at Exit 3, as the improvements to Route 111 and Interstate 93 move along. We thank all four men and wish them all the best as they pursue their future goals.

While retirements create voids for a time, they also create opportunities for us to welcome new employees to our team. Nick Eddy was hired in March while Keith Brooks and Terry Ferrante were both hired in June. At year end we hired Glen Iworsky who began his employment officially in January of this year. All four of these Officers have been doing a tremendous job since joining the department, and we are confident that they will serve our community well for years to come. Welcome and best of

## *Board of Selectmen*

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luck to all. Currently we still have one open position to fill and expect the Chief to complete the recruitment process sometime in the early Spring of 2009.

Captain Pat Yatsevich, who had returned from medical leave last June, unfortunately had to go back out on leave this fall. Our entire community extends its best wishes to Pat and looks optimistically forward to the day he returns to duty. Sergeant Mike Caron accepted an assignment to serve more in an administrative capacity to assist the Chief during Pat's absence and has performed well and has been invaluable to the Chief in handling some of the administrative duties of the department normally done by the Captain.

**Fire:** We were fortunate this past year to be a recipient of a Federal SAFER grant, acceptance of which was supported at the March Town Meeting, that has enabled us to hire four (4) new firefighters. In July our Chief completed the recruitment process and we welcomed the following individuals to our staff – Danielle Dubowik, Paul Fisher, Charles Lundergan, and Patrick Robertson. The Board extends its best wishes for success to all our new fire department members.

Two long term employees of our fire service, Call-firefighters Wilfred Johnson and Jim Curtin, left employment over the past year. We wish them success in their future endeavors and thank them for giving of themselves for so many years in service to our community.

At year end, Chief McPherson completed the recruitment process to hire a new Deputy Fire Chief of Fire Prevention. We expect the new Deputy Chief to start employment soon after the start of the year.

**Town Clerk:** In February, Maria Marotta was hired as Assistant Town Clerk to fill the vacancy created in late 2007 after the resignation of our former clerk Diana Vincent. Maria has a wonderful friendly spirit which will serve her well as Assistant Clerk.

**Maintenance:** In January one of our part time maintenance staff, Russ Gebo, left employment to pursue other interests. In March, with the support of a warrant article, we began implementing a staffing reorganization plan within the Department wherein our two part time custodial positions were replaced with one full time position to be focused more on maintenance related projects. In July, our second part time employee Bob Porter resigned employment to enjoy his retirement. In August the town welcomed Jeff Galle as our new full time employee. Jeff's background was in building construction and maintenance and his skills have quickly shown to be an asset for the department. We offer our thanks and appreciation to both Russ and Bob for their efforts while with the town and wish them both well. To Jeff we extend our best wishes for a successful career on our maintenance team.

**Highway:** In March, John Cogliano, one of our highway laborers resigned his position to pursue other interests. Since March we have attempted to fill the vacancy, however to date have been unsuccessful. As we end 2008 we are currently advertising the position again and hope to have a replacement hired by the spring of 2009.

**Planning:** In addition to the department's staffing reorganization discussed earlier in this report, in May our Assistant Planner Shaun Logue resigned his position to accept a Regional Planner position in Massachusetts. Shaun had served the town for close to two years and had just begun handling our Code Enforcement responsibilities as well. His efforts and the work he produced for our planning department was well done and certainly appreciated. We extend our best regards and wish him the best in his new position.

**Transfer:** With single stream recycling taking full force, we found that staffing levels at the Transfer Station could be reduced. To that end, we elected not to fill two vacancies created in 2007 as well as plan to eliminate one additional position through an employee layoff effective June 30, 2009. The delay in layoff to midyear provides us the ability to give the effected employee several months' notice during which time they could seek other employment. During this time of transition we had hired Jim O'Connell and Kevin Bleeker as part time temporary laborer and driver employees, respectively. Kevin

## Board of Selectmen

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provided us with much needed driver time during employee vacations and illnesses. Jim gave us assistance on the recycling line. When “single stream” began, and funds were still available in the budget, Jim continued to provide valuable assistance to the town within the maintenance department where he worked for the balance of the year working on a myriad of projects with Al Barlow our Maintenance Director. The Board thanks both Jim and Kevin for their efforts and the assistance they provided the town during our transition. We wish them the best and success in the future.

*Awards:* At Town Meeting, we recognized Larry Kaufman as Volunteer of the Year for giving so much of his time to our human service efforts as a volunteer driver. Larry has faithfully been available to take seniors and other residents of the town to a doctor or some other appointment and always exhibits a warm and friendly demeanor. Often seen playfully joking with our administrative staff prior to and after completing his latest transport, Larry truly enjoys what he is doing and is a pleasure to have serving the town and its residents. We thank him for all he has done to provide for those in need and look forward to his continued service. We also presented the Employee of the Year Award to Police Captain Patrick Yatsevich in recognition of his years of service to the Windham Police Department and for the strength, dedication and determination he has shown these past few years as he has personally battled through cancer. Pat’s tremendous will to overcome his disease has been nothing short of inspirational to others. On behalf of our entire community we wish Pat the best in his recovery and look forward to the day that he can return to the department and continue his service to the community.

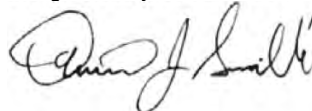
On behalf of the entire community, we once again extend our appreciation and congratulations to both Larry and Pat.

**IN CONCLUSION:** As we look ahead, we are excited to have the opportunity to further implement several projects we began in 2008 as well as to work with the department heads and staff to enhance our development of a new strategic plan, aimed at guiding us as we move forward over the next several years. Regardless of our undertaking, this Board looks forward to working cooperatively with our fellow elected Boards, our employees, and volunteers to ensure we are successful in reaching goals which are important to the Town of Windham and integral to ensuring our success as a community.

We extend our appreciation and gratitude to all employees and volunteers for their continued dedication, professionalism and interest they show in our community and for their efforts to help make Windham such a desirable town to call home. We are proud of the collective accomplishments realized by these individuals and groups and feel honored to have been able to work with and alongside many of them as a myriad of projects and goals have come to fruition this past year.

Finally, to our residents we offer our humble thanks for the faith and trust that you put in your Board and local government each and every day. We understand the importance of how our decisions affect you and do not take our responsibility lightly. We pledge ourselves to carefully weigh all the facts and information available to us before we make major decisions that could have long reaching affects on the residents of Windham. We are here to serve your best interest and encourage you to get involved, stay informed, and participate in your government.

Respectfully submitted,



Dennis Senibaldi/Chairman

For the entire Board:  
Roger Hohenberger  
Bruce Breton  
Galen Stearns  
Charles McMahan

# Town Administrator

I am pleased to submit my Town Administrator's Report for 2008. Over the past year we have seen many long term projects, including the Lowell Road Bike Paths, improvements to the Windham Depot, and replacement of the Castle Hill Road Bridge move from engineering and design to the beginnings of construction. Fully completed was Phase 2 of the Bartley House project, which consisted of renovations to the second floor. Coupled with these larger scaled projects, staff has collectively been involved with a myriad of smaller, yet equally worthwhile tasks. I am very proud of what our staff, volunteers, and elected Boards have accomplished this past year, and appreciate their efforts on behalf of the town. Some of these more notable accomplishments are detailed in the Board of Selectmen's report, while this report, as has been the case for the past several years, is intended to focus on the upcoming year; paying specific attention to the key issues and costs proposed in our 2009 budget.

**2009 BUDGET DISCUSSION:** As shown in the table below, the total tax rate for 2008 is higher than the total tax rate in 2007 by \$1.90/1000 valuation; an increase of 11.80%. The Town portion of the rate increased \$.50 or 16.60%. The detailed breakdown of the 2008 tax rate as compared to 2007 is shown to fully illustrate how the individual components of the Town's tax rate impacted the overall rate adjustment.

## 2008 TAX RATE HIGHLIGHTS assumes valuation changes (real rate)

	2008 Net Appropriation	2008 Tax Rate	2007 Net Appropriation	2007 Tax Rate	% Decrease (2008-2007)
Town	\$7,860,622	\$ 3.51	\$6,661,652	\$3.01	16.60%
Local School	\$25,554,143	\$11.41	\$22,007,994	\$9.98	14.30%
State School	\$4,905,184	\$ 2.20	\$4,865,562	\$2.22	(1.00%)
County	\$1,967,943	\$ 0.88	\$1,960,631	\$0.89	(1.20%)
Total Property Tax assessed	\$40,287,892	\$18.00	\$35,495,839	\$16.10	4.88%
Net Assessed Valuation	\$2,239,396,970		\$2,206,042,525		

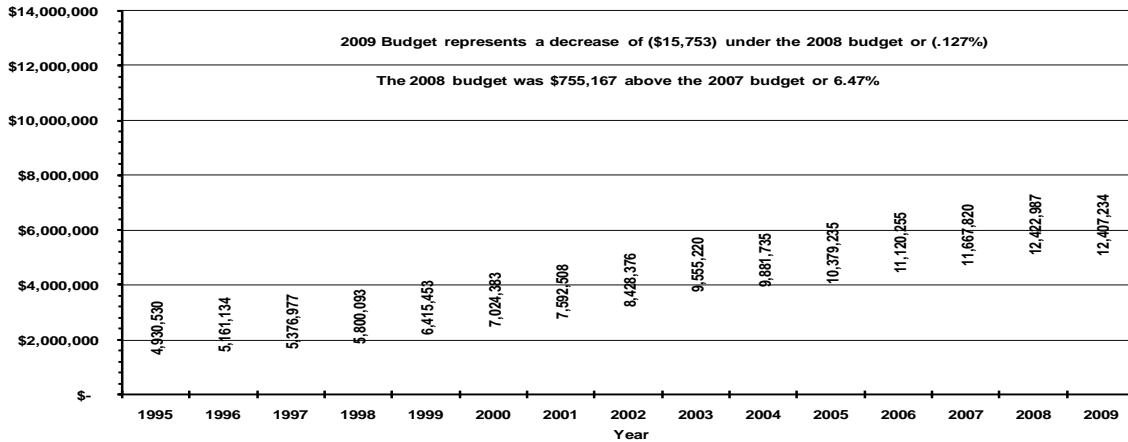
The rate increase of \$1.90/1000, coupled with a significant downturn in the health of the national economy, has resulted in the need for us all to reflect upon our priorities; both personally and professionally. As the 2009 budget was put together, all departments and committees worked with both myself and the Board of Selectmen to develop a fiscally responsible proposal that reflects the realism that times are tough for many, while still understanding the importance of maintaining essential programs and services that residents have to come to appreciate and support.

Throughout the budget process, difficult decisions had to be made and very worthwhile ideas and proposals put on hold until better times. Collectively, the results of those efforts put forth by our staff, in cooperation with the direction and support of the Selectmen, has resulted in our 2009 net budget recommendation, as submitted to Town Meeting, being (\$15,753) lower than the 2008 net approved budget, or (.127%). In comparison, the final approved net budget in 2007 was 6.47% or \$755,167 higher than the previous year. (Please see the charts below, which highlight our annual appropriations and differences from 1995 to 2009).

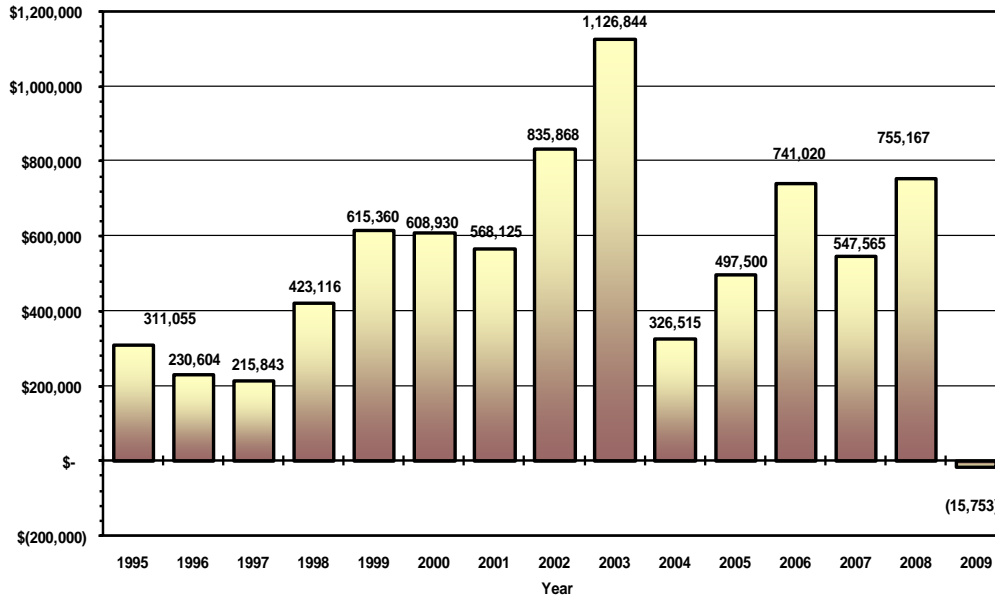


# Town Administrator

**Windham - Town Appropriation History 1995 - 2009**



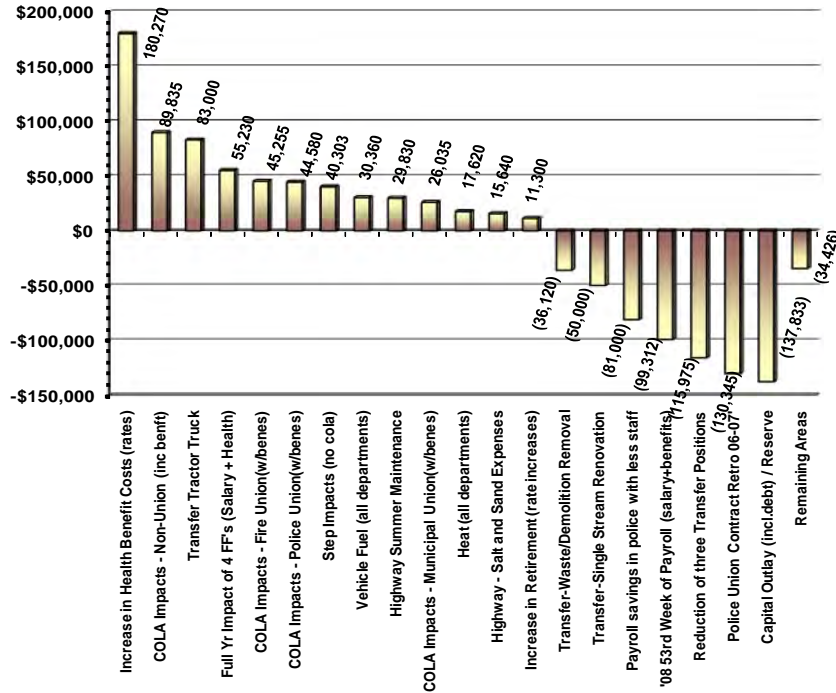
**Windham - Differences in Appropriation History 1995 - 2009**



Our salary expenses for 2009 are (\$188,255) less than last year, while our operating expenses attributable to benefit costs have increased \$171,930; with all other operating costs increasing \$572. Combined, our total budget, as indicated above is (\$15,753) less than the previous year.

The following chart shows some of the major reasons for the decrease in total funds allocated to salaries, as well as areas where our operating expenses have increased, many of which are further detailed below:

# Town Administrator



**Personnel “Salaries”:** Our budget takes into account the second year wage increase impacts of three (3) union contracts, plus adjustments for our non-union personnel, both based upon a 3.75% cost of living adjustment (total combined cost of \$187,570). Savings in other areas, however, result in an overall decrease in our salary related accounts. Some of the more notable savings include (\$130,345) from non-recurring 2006-2007 retroactive pay increases granted to the police union as part of their 2006-2010 contract as approved in 2008; (\$81,000) in other salary savings within the police department as a result of staffing levels returning to 17 approved officers (down from a temporary level of 18 as funded in 2008 to cover anticipated staffing needs from expected vacancies as a result of an employee using accrued leave time prior to retirement); (\$86,880) due to the lack of need to fund a 53<sup>rd</sup> payroll week as was done in 2008; and (\$83,930) within the Transfer Station due to a reduction of two funded positions effective January 1, 2009, as well as one additional position effective June 30, 2009, all resulting from operational savings realized with the adoption of “single stream” recycling.

The budget, as presented, maintains all other funded positions from 2008, except those noted above, with no new employees are proposed. During preliminary budget discussions, three new employees were suggested, however in light of the economic times we are all facing and working amidst, the department heads and I could not justify submitting any request for additional staffing to the Board or voters this year.

**Operations:** This year’s operating costs reflect a net increase of \$172,502, and are primarily influenced by increases in net benefit costs of \$171,930, which is predominantly a result of a 14.6% increase in our health insurance rates. Beginning in April, all employees’ cost sharing amounts will increase from 15% of the monthly premiums to 20% thereof. These amounts are deducted from weekly payroll checks, deposited into our health insurance trust fund, and then used to pay the costs attributed to the employees deductibles and other out of pocket expenses incurred.

Other areas in which we have seen the need to adjust our operating costs were in vehicle fuel and heat expenses across all departments, increases of \$30,360 and \$17,620 respectively; leasing a new truck for the highway department, with an expected cost of \$35,000; and replacing our 20+ year old Mack Truck at the Transfer Station, expected to cost \$83,000 with trade. In addition, as was done last year, we have increased our highway summer maintenance budget by \$29,830 to cover increases in material cost associated with maintaining the same level of road miles as in previous years.

While we have needed to increase certain areas as noted above, these are offset by significant savings or reductions in other areas, including a savings of over \$32,000 in benefit costs realized by reducing staffing at the Transfer Station; \$36,120 in anticipated savings in waste and demolition removal fees due to more tonnage being diverted from the waste stream with the advent of single stream; a reduction of a \$50,000 one-time expense from site improvements at the transfer station in 2008 to convert our facility to accept single stream; and less combined funds allocated to town specific capital improvement projects.

The projects within the Town's portion of the Capital Improvement Program (CIP) are funded into the following three categories: debt service, capital reserve accounts, and current capital expenditures. Combined, the dollars needed to fund these projects has decreased (\$137,883) from what was allocated in our 2008 CIP. First, our debt service has decreased (\$9,286); second, the funds allocated to reserve accounts decreased by (\$90,000); and, finally, the funds being requested for current year capital projects is (\$38,597) less than 2008. The items within the proposed Capital Improvement Program reflect four (4) items for the Town that are in addition to the bond payments for the Fire Station, Police Station, Library, Griffin Park, and the Searles Building, as follows:

- **\$300,000 for road improvements** – this is the annual allocation for both complete and partial reconstructions of town roadways based on a prioritized plan submitted by the Highway Agent, and this recommended budget reflects the same level of funding as approved in 2008. Several projects are being considered for 2009, including up to \$150,000 towards the Town's share of the costs associated with constructing a new road connecting the existing portion of Londonbridge Road with the new portion built as part of the High School construction; improvements to the older section of Londonbridge Road; and additional improvements to Beacon Hill Road or East Nashua Road to expand upon those completed in 2008. The final determination of which work is to be done will be made in the spring.
- **\$155,000 for a new ambulance for the Fire Department** – this vehicle will replace the older of our two ambulances, which was purchased in 2001. Under our vehicle replacement schedule, ambulances are replaced every eight or so years due to usage and reliability.
- **\$176,000 (net cost of \$28,000) for Depot Area Improvements** – intended to pay for the final engineering and design plans, as well as construction costs associated with improvements and renovations to the Depot area, including stabilizing and repairing the freight shed and depot buildings. Previously the Town approved a net amount of \$26,000 towards the engineering and design costs of this project. This year, \$176,000 is being requested via a warrant article to complete the improvements planned as part of the State Transportation Enhancement Grant; all but \$28,000 of which will be reimbursed by the State. The total project cost, including funds already raised in 2007 and 2008, is \$222,000. Of that amount, \$168,000 has or will be reimbursed to the Town, as expenses are incurred, by the State.

## Town Administrator

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- **\$960,000, (\$335,000 to be removed from Capital Reserve Fund and \$625,000 to be bonded over five years) to construct a Salt Shed and Highway Garage** – this funding is requested for the purpose of constructing a 60 X 80 salt shed facility and a 40 X 80 highway garage on town-owned property next to the Transfer Station on Route 111, and for associated site work costs. Plans have been developed which show that these two facilities will fit on this site, as would a second smaller garage/building and fuel depot should the town wish to consider these facilities in the future. The total cost to complete the site work, shed, and garage is estimated to be \$960,000, of which \$335,000 has been previously raised and set aside in a capital reserve fund. The balance of \$625,000 would be bonded over a period of five (5) years with the first annual payment estimated to be \$150,000, which represents \$0.07/1000 on our current tax rate. Under the current Federal Storm Water Regulations and other considerations, the present location of the salt shed/highway garage is close to its life and usage expectancy, and needs to be moved by 2011-2012.

Some of the other notable operating areas funded through our budget include:

*Administration:* Includes \$3,300 to purchase equipment and furniture for the second floor of the Bartley House as part of the renovations completed in 2008.

*General Government:* Includes \$3,260 in additional landscaping expenses due to higher contract costs for grounds keeping of our town and recreational fields, and \$2,500 for other property maintenance increases.

*Insurance:* Includes \$15,570 in additional funds due to increases in our liability insurance costs, which are based on total appropriations as well as the number of employees and pieces of equipment that we insure.

*Police:* Overall operating increase of \$36,680, of which \$28,205 is due to increases in benefit costs. The balance comprises several increases and decreases across many line items. One of the more notable changes is the inclusion of an additional \$4,790 in equipment expenses to purchase four sets of protective vests for our officers. These vest are replaced every five years based on industry standards. This, and other small operating increases, are partially offset by decreases in areas such as equipment, which is (\$7,160) less this year.

*Dispatch:* Includes \$4,640 to fund the increased cost for our contract with the Town of Derry to handle the dispatching of our fire calls, along with \$11,480 more in costs attributable to premium increases for employee benefits.

*Fire:* Non-benefit related increases are \$14,265 from a total operating increase of \$79,735, which includes \$12,400 for added fuel costs and \$4,800 to pay for a lieutenant's promotional examination process. Based on contractual obligations, the Town is required to hold a promotional process for the rank of lieutenant every three years. The resultant "promotional list" is used for not only any promotion opportunities to that rank, but also for the purposes of assigning firefighters to "acting lieutenant" status should a current lieutenant be out of work for an extended period of time due to illness or disability. This and other small operating increases are partially offset by decreases in areas such as vehicle equipment (\$4,430) and vehicle maintenance (\$3,590).

## Town Administrator

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*Highways:* Most of the department's increases, totaling \$98,400 have been highlighted earlier in this report, including funds to lease a vehicle and additional costs associated with summer road maintenance. The other non-benefit cost which has increased is in the area of winter supplies, rising \$15,640 due to higher per tonnage costs for salt and sand.

*Transfer/Recycling Center:* The proposed operating budget is (\$34,970) less than last year due to savings we have realized with the switch to the "single stream" concept of recycling. Specifically, our benefit costs for staff, reduced as noted earlier, are (\$26,335) less than last year, even while accounting for increased costs of remaining staff. Other reductions have occurred in our waste removal costs (\$18,840) and demolition expenses (\$17,280). The budget does include \$83,000 as noted previously to purchase a replacement truck, most of which is offset by the previously noted (\$50,000) reduction in site improvements.

*Library:* The operating budget for the library shows an increase of \$28,320. All but \$1,000 of this increase is due to higher benefit costs due to premium increases of \$14,675, and higher fuel and electric costs totaling \$9,350.

**CONCLUSION:** The future holds a level of uncertainty that we have not faced for decades in this country. Locally, we are challenged to provide not only the essential services every community expects and deserves, but also to try and improve in our other program areas, such as recreation and various cultural offerings. This while being ever mindful that we continue to operate in some of the most difficult economic times we have seen in years. Based on how the community of Windham has come together before, and the accomplishments we have collectively made, I am confident that we will come through and continue to flourish. Not only this year, but for years to come.

I wish to express my sincere appreciation to all our department heads and their staff for their dedication and efforts over the past twelve months. To the Board of Selectmen, I offer my thanks for their continued support and understanding. The future will be a challenge for all of us. As was shown by the results of the budget process this year, by working collaboratively we can overcome any obstacle. As we move forward I encourage all employees, department heads, the Board of Selectmen and other elected officials, to use that collaborative effort towards developing a new five (5) year strategic plan for Windham which will pave our direction as we move forward with confidence.

To my Administrative staff that I spend much of each day with, I offer my constant thanks and gratitude for all they do. It is a wonderful feeling to be able to work with such dedicated and fun-loving people. Their support for not only myself but each other is a testament to who they are as individuals and how much of an asset they all are to our community. Having such a competent and knowledgeable staff only makes my job, if not easier, then certainly more enjoyable.

To all of the residents of Windham, I extend my deepest appreciation and thanks for the interest you consistently show in your community and for the support you give to each of us who work to gain your trust. We are proud to work for such a Town. We welcome your input as we move forward into 2009, and encourage you to share your thoughts and ideas.

Respectfully submitted,



David Sullivan/Town Administrator

# Police Department

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The Windham Police Department is a customer-driven, service-oriented organization committed to making a difference throughout the community each and every day. We remain resolute to provide the best possible police service even in the face of the challenges, difficulties, and limitations imposed upon all of us.

## PERSONNEL

2008 brought with it significant personnel changes to the department. Over the course of the year we saw the retirement of four (4) career police officers. Officers Louis Palermo, Greg Malisos, David Comeau and Michael Lodise retired taking with them a combined 89 years of police service to the community.

During the year we welcomed new officers Nicholas Eddy, Theresa Ferrante, and Keith Brooks to the department. Officer Eddy is a graduate of Sacred Heart University (CT) and is an assistant high school wrestling coach. Officer Ferrante is a graduate of St. Anselm College and comes to us from the Town of Pelham where she served as a police officer for 3 ½ years. Officer Brooks is a carpenter by trade and served briefly with the Salem, NH Police Department. We will continue our efforts to fill the two remaining police officer vacancies within the department in early 2009.

In May, Captain Yatsevich suffered a reoccurrence of multiple myeloma, which had been in remission after a stem cell transplant in 2007. He remained on medical leave for the rest of 2008 and will continue his treatment(s) into 2009.

Officer Bryan Smith is our newest member of the Southern New Hampshire Special Operations Unit, which is a regional tactical team.

Officer Bryan Bliss was certified as a Police Motorcycle Operator in May.

## COMMUNICATIONS

I am pleased to report that the conversion of our analog radio system to digital, a project that had been “in-the-works” for several years, was finally completed in 2008. The completion of this project has resulted in an increase in radio coverage throughout town and now allows for seamless car-to-car communications with bordering departments, as well as all other law enforcement agencies throughout the state.

With the construction of Windham High School we hope to add this site to our antenna / satellite receiver inventory, thereby enhancing our communications signal both at the school and throughout the town.

## VEHICLES

This year we implemented a lease program for our fleet. Rather than purchase the traditional two (2) vehicles per year, we were able to lease a total of six (6) Chevrolet Impalas (4 marked cars and 2 unmarked) and spread the cost of both the purchase and equipment installation over a period of 3-years. This has reduced our budgeted line item for vehicles and will also likely have a positive impact on our vehicle fuel and maintenance budgets as well. Finally, by using almost exclusively 6-cylinder front wheel drive vehicles I hope to see better fuel economy as well as better traction during the winter months.

# Police Department

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## TRAINING

This year, the department amassed a total of almost 1,700 hours of training. In addition to State-mandated training, officers and dispatchers attended a wide variety of training in areas such as evidence collection; advanced DWI; investigating child abuse; at-scene crash investigation; patrol allocation and deployment; supervisory leadership; leadership development and team building; and suicide and domestic violence intervention for dispatchers.

## TRAFFIC

As in previous years, traffic violations, enforcement, and injury reduction continue to be the primary focus for patrol personnel. This year we saw an overall increase of 17% in traffic stops and a 20% increase in enforcement action. Considering the inclement weather of 2008, including the December ice storm, overall growth of the community and region, and significant roadway construction throughout the year, we saw only a small increase (10) in traffic accidents over the previous year with a reduction in both injuries and fatalities.

The year also brought with it the conclusion of the RT 111 project and the beginning of the I-93 widening project. Each project has had, or will have, a significant impact on traffic patterns and congestion. The department continues to work with contractors and the State of New Hampshire Department of Transportation in managing traffic flow and patterns throughout the duration of the project(s).

## ACTIVITY

This year we saw an increase of 5% in our calls for service; handling over 19,000 calls. As stated in last year's annual report, as the community and corresponding region grows so does our activity and calls for service.

Without a doubt, the most significant event of 2008 was the devastating December ice storm. While individual department employees were without power themselves for many days, everyone remained committed to providing the best possible police service to the community. Over the course of the 10-days that it took most residents to get their power back the department handled over 600 regular and storm related calls for service. Department members, including clerical staff, dispatchers and sworn officers worked closely with other departments and agencies throughout the storm and restoration process.

Of particular significance this year, the department investigated and solved the robbery of the Citizens Bank on Indian Rock Road; investigated two (2) robberies at the Windham Neighborhood Variety Citgo; investigated one fatality; and saw a significant increase in criminal mischief.

## CLOSING

As we enter a new year, we undoubtedly will be challenged as we strive to meet our duty to provide quality police service to the community. Our commitment of making a difference is unwavering. But, we can't do our job alone. By partnering with us we, the police and the taxpayers, can be more effective for and protective of our community for law enforcement is everybody's business.

# *Police Department*

## YEAR-END STATISTICS

<u>Total Calls for Service</u>	<u>2008</u>	<u>2007</u>
	19,007	18,057

<u>Case Activity Statistics</u>	<u>2008</u>	<u>2007</u>
Total Offenses Committed	585	591
Total Felonies	155	146
Total Arrests	248	188
Total Juvenile Arrests	18	4

	<u>2008</u>	<u>2007</u>		<u>2008</u>	<u>2007</u>
Abandoned Vehicle	15	12	Message Delivery	39	32
Alarm Response	994	1026	Missing Person	19	27
Animal Control	129	119	Motor Vehicle Accident **	437	416
Arson	1	0	MVA Hit & Run	25	31
Assault	27	15	Motor Vehicle Complaint	415	446
Assist Citizen	268	265	Motor Vehicle Lockout	99	107
Assist Other Agency	240	246	Motor Vehicle Pursuit	4	6
Attempt to Locate	65	46	Motor Vehicle Stop	3919	3248
Bad Check	20	29	Motor Vehicle Theft / Att Theft	4	11
Blasting Information	92	375	Motor Vehicle Recovered	3	3
Bomb Threat	0	1	Narcotics	5	4
Burglary	45	33	911 Discrepancy	24	42
Burglary-Attempted	14	8	Neighbor Dispute	18	28
Building Check	56	43	Noise Complaint	109	116
Car Seat Service	13	0	OHRV Accident	0	1
Civil Problem	18	12	OHRV Complaints	47	41
Criminal Mischief	196	113	OHRV Stop	10	8
Criminal Threatening	23	19	Parking Complaints	97	105
Criminal Trespass	14	9	Park Ordinance Violation	42	62
Disorderly Conduct	5	3	Pedestrian Check	83	57
Disturbance	45	42	Police Information	316	297
Disabled Vehicle	536	435	Paper Service	187	219
Domestic	93	79	Paperwork Transfer	8	8
Directed Patrol	5,081	4,917	Permit Review	136	136
Domestic Violence Petition	22	36	Private Investigator	27	17
DVP Violation	4	12	Recovered Stolen Property	1	1
DWI Arrest	29	51	Repossession	25	23
Escort-Bank	0	1	Residential Lockout	0	2
Extra Patrol	74	38	Robbery	4	2
Family Offenses	2	2	Sex Offenses	4	8
Fish & Game	22	10	Selective Enforcement	1632	1653
Fingerprinting	88	82	Sex Offender Reg	13	16
Fire Department Response	675	666	Shoplifting	0	2
Found Property	55	58	Soliciting	52	39
Forgery	0	0	Suspicious Person	41	63



# Police Department

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	2008	2007		2008	2007
Fraudulent Activity	23	52	Suspicious Activity	271	192
Gas Drive Off	10	20	Suspicious Vehicle	389	386
Gun Shots	22	22	Traffic Hazard	384	319
911 Hang-ups	226	192	Theft / Att Theft	122	105
Harassment	69	44	Theft from Motor Vehicle	43	27
Identity Fraud	11	0	Town Ordinance Violation	2	0
Illegal Dumping	30	34	Traffic Control	111	92
Incapacitated Person	16	26	Traffic Counter	13	0
Intoxicated Subject	7	8	Untimely Death	5	4
Juvenile Offenses	27	45	Unwanted Guest	23	11
Keep the Peace	25	38	Vacation Patrol Check	94	97
Liquor Law Violation	0	2	VIN Verification	72	75
Lost Property	32	59	Wanted Person	65	83
Lost or Stolen Plates	5	12	Well Being Check	104	77

\*additional arrests in other categories

\*\*may not result in accident report

## MOTOR VEHICLE ACTIVITY COMPARISON

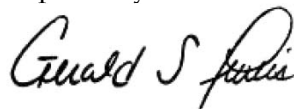
<u>ACTIVITY</u>	<u>2008</u>	<u>2007</u>
Written Warnings	2160	1690
Verbal Warnings	681	538
Arrests	599	528
<b>Total</b>	<b>3,440</b>	<b>2,756</b>

## POLICE DEPT INCOME STATEMENT

	2008	2007
Department Income	\$13,710.23	\$11,627.64
Contracted Services*	\$21,301.46	\$16,458.84
<b>Total</b>	<b>\$35,011.69</b>	<b>\$28,086.48</b>

\* Represents 5% of the money collected and placed into the Public Safety Revolving Fund for Police Contracted Details, which totaled \$426,029 for 2008 and \$329,177 for 2007.

Respectfully submitted,



Gerald S. Lewis/Chief of Police

# *Fire Department*

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2008 was a very busy year for the Fire Department in terms of call volume, simultaneous calls and hiring of personnel. 2008 was also a very active weather pattern for our area, as we experienced flooding in April, which kept our personnel busy assisting with numerous flooded basements and roadways. In December, our department handled over 300 calls for service due to an Ice Storm that blanketed the area. Primary calls were for power outages, road blockages due to downed trees, water problems, and Emergency Medical Services. Public Safety Officials were vigilant through this time period making sure our elderly population was safe, as well as our school aged children. Our Emergency Management Day Staff, as well as all of our Volunteers, were very active and assisted emergency personnel during these emergencies. Throughout all of this, our members continued to improve their firefighting and EMS skills through many hours of training.

## **PERSONNEL**

The Department began 2008 with yet another vacancy with the retirement of Firefighter Don Worthington. Firefighter/Inspector Ken Whicker was one of several candidates to apply for the position and, as a result, was chosen to fill the position of Firefighter. In doing so, this again left a vacancy in the Fire Prevention Bureau placing the administration at a deficit. The position of Firefighter/Fire Inspector had been, for many years, included within the Collective Bargaining agreement between the Town and the Professional Firefighters of Windham. During this year's negotiations both the Town and union agreed to remove this position from the collective bargaining agreement, thus making way for the administration to look at its reorganization. With the support of the Board of Selectmen, the department created the position of Assistant Fire Chief. This second-in-command position oversees operations/training. Deputy Chief Robert Leuci was reassigned to fill this position. As for the Fire Prevention Bureau, this position was now classified as Deputy Chief of Fire Prevention. As an additional administrative position, this would now function as a support role as third-in-command with primary focus on Fire Prevention, Inspection, Fire Investigation and Public Education. This position also serves as the department Safety Officer during fire ground operations. The department continues to interview candidates for this highly technical position. As you read the Grant Funding section of this report, you will see that the Town of Windham was successful in its efforts to secure Federal Assistance in the hiring of additional firefighters.

## **OPERATIONAL DEMAND (CALL VOLUME)**

Our calls for service continued to keep our members busy this year, including several building fires, which we are happy to report resulted in no loss of life or serious injury to anyone. Our EMS call volume also continued to increase, as we responded to calls and transported patients.

Managing the operational demands of the fire service does necessitate a certain amount of overtime expense. Overtime covers pay for all full-time personnel for hours worked in excess of their normal 40-hour workweek. This includes coverage of personnel who have taken earned time, which is time personnel accumulate on a weekly basis for use toward bereavement leave, vacation, sick and personal time. Overtime also includes callback coverage, which occurs when off duty personnel are called back to the Station to provide support to on duty Firefighters, and to staff the Fire Station while the Firefighters are at an emergency call. Callback is the Operational Demand portion of the overtime budget. Other needs for overtime include paying for Staff/Department meetings, Joint Loss Management Committee meetings and any other events that personnel are required to work beyond their normal 40-hour work week.

# *Fire Department*

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All hours for overtime, except for the Operational Demand, are easily planned for because of their ability to be controlled. Because Operational Demand is on an "as needed" basis for emergencies, it is difficult to accurately predict how many emergency calls we will respond to on a yearly basis, and how long each call will last.

Although the Town of Windham has not officially adopted the National Fire Protection Association (NFPA) standards we, as a Department, are guided by these standards which have been written to ensure the safety of the public and Firefighters as they respond to the emergency needs of their communities. Of the many NFPA standards that guide the fire service, NFPA 1710 sets the standard for emergency response times and staffing. NFPA 1710 requires that emergency medical calls be responded to within 4-6 minutes, 90% of the time. It has been proven statistically that when pre-hospital care has been provided within 4-6 minutes for calls such as cardiac arrest, one's chances for survival are increased and hospital stays are shortened. NFPA 1710 also requires that emergency personnel respond to fires within 4-6 minutes, 90% of the time, as a fire will double in size for every minute it continues to burn unchecked. Furthermore, NFPA 1710 requires that an ambulance be staffed with at least 2 Emergency Medical Technicians, (EMT's) and that a Fire Engine be staffed with a minimum of 4 Firefighters. Staffing at the Windham Fire Department currently consists of one Lieutenant and four Firefighters per shift. Each of the four Shifts works a rotating 24 hour schedule, providing constant, round the clock protection for the community.

To meet the NFPA 1710 consensus standards for staffing and response times, our Fire Department relies on off-duty personnel by calling them back during emergencies to ensure that personnel are available to respond to additional emergency calls and are available to assist personnel at ongoing emergencies.

In 2008, the Windham Fire Department responded to 1,548 Emergency Incidents. Statistically, 40% were for Emergency Medical Service (EMS), while 60% were fire-related incidents. Of the 1,548 incidents, approximately 29% percent were simultaneous calls for service. The average duration for an EMS call is approximately 2 hours. This is from the initial dispatch of Emergency Personnel, until the Ambulance is back in service and ready to respond to another emergency. This time frame is only for a single EMS response. The duration may be longer if a simultaneous call is received.

In 2008, Management and Staff continued working together to meet operational demands placed on the Department while attempting to meet the Town's budgetary goals relating to overtime without reducing the number of on-duty personnel. Traditionally, when the Department received an emergency call the on-duty Firefighters responded and off-duty personnel were called back to handle any additional, simultaneous calls and provide immediate assistance to the on-duty crews. Today, the On-Duty crew responds to non-emergency calls with no immediate back up from off-duty personnel and no Firefighters back at the Station to answer additional emergencies. Management and Staff continue to monitor this issue and make any operational changes throughout the year to achieve our fiscal obligation, while keeping the safety of the community and our Fire Fighters a top priority.

## **TRAINING**

The Fire Department completed a full training schedule, with EMT and paramedic refresher training continuing to be one of the largest training areas. In addition, refresher training was conducted in areas such as ice/water rescue, blood borne pathogens, self-contained breathing apparatus and Rapid Intervention Team (RIT). One of the greatest challenges in training is keeping up with the ever-changing regulations. Federal, State and local regulations cover areas such as infectious substances, respiratory protection, hazardous materials, emergency vehicle operations, and structural fire fighting. Among the major training disciplines of Suppression, EMS, and

## *Fire Department*

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Hazardous Materials, the members of this department completed approximately 170 training objectives for the year. This averages out to almost 2700 hours of training for the year or, 225 hours of training per month.

### **GRANT FUNDING**

In 2007 the Fire Department, with the support of the Board of Selectmen, submitted for approval funding of a S.A.F.E.R Grant (Staffing for Adequate Fire and Emergency Response) through Homeland Security for the hiring of four (4) additional Full-time Firefighters. This grant, if approved, makes available federal monies to assist communities with salary and benefit costs associated with these additional positions. This grant is a five (5) year grant with a sliding scale adjustment over the five year period. In late February of 2008, the department was awarded this grant. Through the support of the citizens, the warrant article to hire these individuals was supported both at the Deliberative Session and subsequently at the March Ballot vote. The department began its recruitment process in March and, after interviewing over 100 applicants for these positions, the following individuals were hired: Paul Fisher, Charles Lundergan, Patrick Robertson and Danielle Dubowik. All of these candidates have extensive firefighting and emergency medical backgrounds and had worked for other agencies prior to being hired. After a 2 week department orientation period, these probationary Firefighters were assigned to shifts for further training. These additional firefighters allowed for an increase of one (1) Firefighter per shift thus bringing the total number of on duty firefighters to five. The department showed, through in depth research of increased operational demands combined with a decrease in on-call Firefighters, the necessity for these additions, and we welcome these firefighters to the department and wish them well in their careers.

I would like to thank the following individuals who gave unselfishly of themselves by serving on the S.A.F.E.R. committee and, ultimately, were responsible for the research and development of this grant application: Assistant Chief Robert Leuci, Lieutenant Jay Moltenbrey, Lieutenant Timothy Dunn, Lieutenant Scott Delaney, Firefighter Ralph DeMarco, Firefighter Scott Savard, and Fire Inspector Kenneth Whicker.

The department continues its efforts to seek funding alternatives for programs such as replacement of its Personal Protective Equipment, Mobil Data terminals for our apparatus, and various community safety programs.

In closing, we want to thank the residents of Windham for the continued support of your Fire Department and we want to assure you that the members of the Department will continue to train and stand ready to meet the growing and ever changing needs of our community while delivering a competent and compassionate service.

As always, if you have any questions or need any information, please do not hesitate to call or stop by the Fire Station.

On behalf of the members of the Fire Department, I hope everyone has a happy and healthy new year.

# Fire Department

## INCOME STATEMENT

Receipts	2008	2007
Ambulance	\$205,956.56	\$229,909.89
Permit Fees	\$12,280.00	\$12,536.74
Copy, Other Fees	\$257.26	\$206.00
Contracted Services*	\$889.60	\$1,173.48
<b>Sub-Total</b>	<b>\$219,383.42</b>	<b>\$243,826.11</b>

\*Represents 5% of the money collected and placed into the Public Safety Revolving Fund for the fire hazardous materials contracted services, which totaled \$17,792 for 2008 and \$23,470 for 2007.

## 2008 FIRE PERMITS AND INSPECTIONS

TYPE	PERMITS	INSPECTIONS
Brush, Camp Cooking	593	10
Day Care	2	2
Foster Care	1	1
Heating Systems	159	159
Fuel Tank Installed	70	70
Fuel Tank Removal	6	6
In-Service	0	130
Place of Assembly	5	5
Water Supply	6	50
Wood Stoves	40	40
Fire Alarm System	4	4
Sprinkler System	1	1
Fire Drills	0	10
Construction Inspections/CO	0	160
Child Safety Seats	0	10
Plan Reviews	0	30
<b>TOTALS</b>	<b>887</b>	<b>688</b>

## 2008 RESPONSE STATISTICS

100	Fire, other	3
111	Building fire	24
112	Fires in Structures other than in a building	1
113	Cooking fire, confined to container	2
114	Chimney or flue fire, confined to chimney or flue	2
118	Trash or Rubbish Fire, contained	1
123	Fire in Portable Building; fixed location	1
131	Passenger vehicle fire	5
140	Natural Vegetation Fire, other	4
141	Forest, woods or wild land fire	2
142	Brush, or brush and grass mixture fire	4

## *Fire Department*

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143	Grass fire	2
154	Dumpster, Outside Rubbish, Trash or Waste fire	1
162	Outside equipment fire	1
164	Outside Mailbox fire	1
200	Overpressure rupture, explosion, overheat	1
251	Excessive heat, scorch burns with no ignition	3
300	Rescue, emergency medical call (EMS) call, other	1
311	Medical assist, assist EMS crew	3
321	EMS call, excluding vehicle accident with injury	665
322	Vehicle accident with injuries	111
323	Motor vehicle/pedestrian accident	1
324	Motor vehicle accident with no injuries	54
400	Hazardous condition, other	18
410	Combustible, Flammable Gas/Liquid condition	2
411	Gasoline or other flammable liquid spill	8
412	Gas leak (natural gas or LPG)	5
413	Oil or other combustible liquid spill	2
421	Chemical hazard (no spill or leak)	1
424	Carbon monoxide incident	8
440	Electrical wiring/equipment problem	3
442	Overheated Motor	1
443	Breakdown of light ballast	1
444	Power line down	63
445	Arcing, shorted electrical equipment	19
460	Accident, potential accident, other	2
500	Service Call, other	29
510	Person in distress, other	7
511	Lock-out	11
512	Ring or Jewelry Removal	1
520	Water problem, other	12
521	Water evacuation	16
522	Water Steam or Leak	1
531	Smoke or odor removal	25
541	Animal problem	4
550	Public service assistance, other	16
551	Assist police or other governmental agency	4
552	Police Matter	2
553	Public service	17
554	Assist invalid	39
555	Defective elevator, no occupants	1
561	Unauthorized burning	24
571	Cover assignment, standby, move up	39
600	Good intent call, other	30
611	Dispatched & canceled en route	19
621	Wrong location	7
622	No incident found on arrival at dispatch address	16
631	Authorized controlled burning	6

## *Fire Department*

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650	Steam, other gas mistaken for smoke, other	4
651	Smoke scare, odor of smoke	14
652	Steam, vapor, fog or dust thought to be smoke	4
661	EMS call, party transported by non-fire agency	3
671	Hazmat release investigation w/ no hazmat	9
700	False alarm or false call, other	7
710	Malicious, mischievous false call, other	1
714	Central Station, Malicious False Alarm	3
730	System malfunction, other	19
731	Sprinkler Activation due to malfunction	1
733	Smoke detector activation due to malfunction	16
734	Heat detector activation due to malfunction	1
735	Alarm system sounded due to malfunction	17
736	CO detector activation due to malfunction	7
740	Unintentional transmission of alarm, other	16
742	Extinguishing system activation	1
743	Smoke detector activation, no fire - unintentional	31
744	Detector activation, no fire - unintentional	14
745	Alarm system sounded, no fire - unintentional	18
746	Carbon monoxide detector activation, no CO	8
814	Lightning strike (no fire)	2
<b>Total Number of Incidents:</b>		<b>1,548</b>

Respectfully submitted,



Thomas L. McPherson Jr./Fire Chief

# Emergency Management

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Windham's Emergency Management continues to benefit from an active Local Emergency Planning Committee (LEPC) composed of both daytime employees and volunteers who meet to improve our state of preparedness and readiness.

Some of the highlights as we reflect back on 2008 were:

- The Town of Windham experienced a spring Nor'easter with snow, sleet, rain and heavy winds on Sunday, April 15<sup>th</sup>, followed by an unstable weather pattern for most of that week. Roads were closed, basements flooded, and wires and trees were downed. The Emergency Management volunteers were put on alert for this event.
- Jane Hubbard from Hubbard Consulting completed the Town of Windham Hazard Mitigation Plan Proposal. It is undergoing FEMA review and approval at the state level.
- The Emergency Management web page has been developed and can be found at: [windhamnewhampshire.com/depts/em.htm](http://windhamnewhampshire.com/depts/em.htm). There you will be able to find the location of all emergency shelters in town, along with other important Emergency Preparation information and links.
- Paperwork for the Emergency Management Performance Grant for period ending September 30, 2008 has been submitted.
- The Town of Windham received a check in the amount of \$10,735, which is less than previous years, but helped to fund a new copy machine and supplies to operate the Emergency Management Center.
- Emergency Management pamphlets have been prepared with the help of the volunteers. They cover "Severe Weather", "Shelter", and general Emergency Management information. They were handed out at several town functions and were made available at various locations in town.
- The Emergency Management Committee welcomed five new members.


The Town currently awaits the 2008 Federal Emergency Management Assistance Grants which is funding assistance to help equip and operate the Emergency Management Operations Center and office at the Fire Department, as well as to purchase administrative and shelter supplies.

As we enter 2008, we will continue to seek out additional Emergency Management grants whenever available, which would assist us in the purchase of equipment and offset training expenditures during the fiscal year.

As always, we extend an invitation to residents who would like to volunteer to assist us in such areas as management database integration, logistics, shelter and communications sub-committees. Interested citizens can contact us at 437-6718.

In closing, we extend our many thanks to Mary Ann Horaj for her continued assistance with secretarial and technical support this year. We also thank all the members of Town Government for their continued support and dedication, as well as our spirited volunteers who have continued to work as a team to improve our planning and overall state of readiness.

Respectfully submitted,



Thomas L. McPherson Jr./EM Director



# Forest Fire Warden/State Forest Ranger

Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests & Lands work collaboratively to reduce the risk and frequency of wildland fires in New Hampshire. To help us assist you, please contact your local Forest Fire Warden or Fire Department to determine if a permit is required before doing ANY outside burning. Under State law (RSA 227-L:17) a fire permit is required for all outside burning unless the ground is completely covered with snow. The New Hampshire Department of Environmental Services also prohibits the open burning of household waste. Citizens are encouraged to contact the local fire department or DES at 1-800-498-6868 or [www.des.state.nh.us](http://www.des.state.nh.us) for more information. Safe open burning requires diligence and responsibility. Help us to protect New Hampshire's forest resources. For more information please contact the Division of Forests & Lands at (603) 271-2214, or online at [www.nhdf.org](http://www.nhdf.org).

Spring fire season lasted unusually long this past year, with very high fire danger stretching into the first week of June. Once again, the rains started to fall during the summer and the fire activity was fairly light for the remainder of the year. The acreage burned was less than that of 2007. The largest forest fire during the 2008 season burned approximately 54 acres on Rattlesnake Mountain in Rumney on White Mountain National Forest property. Another 39 acre fire occurred on Mount Major in Alton during the month of April. Our statewide system of 16 fire lookout towers is credited with keeping most fires small and saving several structures this season due to their quick and accurate spotting capabilities. Many homes in New Hampshire are located in the wildland urban interface, which is the area where homes and flammable wildland fuels intermix. Several of the fires during the 2008 season threatened structures, a constant reminder that forest fires burn more than just trees. Homeowners should take measures to prevent a wildfire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles, and maintaining adequate green space around your home free of flammable materials. Additional information and homeowner recommendations are available at [www.firewise.org](http://www.firewise.org). Please help Smokey Bear, your local fire department and the State's Forest Rangers by being fire wise and fire safe!

## 2008 FIRE STATISTICS

(All fires reported as of November 24, 2008)

(figures do not include fires under the jurisdiction of the White Mountain National Forest)

COUNTY STATISTICS			CAUSES OF FIRES REPORTED	
County	Acres	#of Fires		
Belknap	43	82	Arson	2
Carroll	6	40	Debris	173
Cheshire	28	45	Campfire	35
Coos	5	18	Children	23
Grafton	12	52	Smoking	36
Hillsborough	13	54	Railroad	2
Merrimack	12	67	Equipment	11
Rockingham	35	46	Lightning	11
Strafford	9	20	Misc.*	162
Sullivan	12	31		

(\*Misc.: power lines, fireworks, electric fences, etc.)

	<u>Total Fires</u>	<u>Total Acres</u>
2008	455	175
2007	437	212
2006	500	473
2005	546	174
2004	482	147

# *SE NH Hazardous Materials District*

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The District's membership is made up of 15 communities of approximately 360 square miles with a population of over 180,000 people within the Route 93 corridor. Essentially the District is bordered in the east by Route 125 and the Merrimack River to the west. North and south borders are defined by Manchester, Route 101 and the Massachusetts state line. The District was formed in 1993 to develop a regional approach in dealing with the increasing amounts of hazardous materials being used and transported within these communities as well as to comply with federal regulations concerning preparing for chemical emergencies.

In 2008, 11 member communities requested and were recognized by the State Emergency Response Committee as the first Regional Emergency Planning Committee (REPC) in the State. The REPC will provide planning functions, risk analysis, and hazard identification, for its member communities. The REPC will work to further prepare the district for the potential of a chemical, biological, radiological and nuclear incident. These include unplanned chemical releases from facilities located within the district, transportation emergencies, as well as terrorist type events that could occur within the district.

The District draws its funding from an annual assessment from each community as well as from grants and donations. In 2008 the District applied for and received federal grants for equipment and operational expenses for the REPC, totaling \$62,000.00. The District is managed by an Operations Committee consisting of Chief Fire Officers from each community. This committee is overseen by a Board of Directors consisting of elected representatives from each community. The District employs a part-time REPC Director to manage the administration functions of the District, including grants management, financial management, and emergency planning,

The District operates a technical emergency response team. This response team is overseen by one of the member community's Chief Fire Officer who serves in the Technical Team Liaison position. The team maintains a four level readiness response posture to permit it to immediately deploy an appropriate response to a District community's request for help involving an unplanned release of potentially dangerous chemicals within their jurisdiction. While the team primarily prepares for response to unplanned accidental chemical releases, it is equipped and trained to deal with a variety of weapons of mass destruction (WMD) scenarios. The team maintains a host of specialized response equipment to deal with chemical and environmental emergencies.

## **The Emergency Response Team:**

The Emergency Response Team is made up of 50 members drawn from the ranks of the fire departments within the District. The team consists of 6 Technician Team Leaders, 40 Technician Level members, and 4 Communication Specialists. In addition to members drawn from member fire departments, the team also includes members from various backgrounds that act as advisors to the team in their specific areas of expertise. These advisors include an industrial chemist, a micro biologist, a medical examiner and several police officers.

## *Southeastern NH Hazardous Materials District*

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The Team maintains a fleet of vehicles and specialized equipment with a value of close to \$1,000,000. The vehicles consist of a mobile Command Support Unit, 2 Response Trucks, 2 Spill Trailers, an Entry/Intervention Trailer and a Mobile Decontamination Trailer. This mobile apparatus carries the team's equipment which includes chemical detection and identification instruments, containment supplies, plugging, patching and intervention supplies, communication equipment, computer based and other chemical reference guides, as well as chemical protective equipment. The team equipment is stored at various locations within the District, allowing for rapid deployment when the team is activated. Activation of the team is made by request of the local incident commander through the Derry Fire Department Dispatch Center.

### **Response Team Training:**

In 2008 the Emergency response team completed 1200 hours of training, during monthly training drills and specialized classes attended by team members. This training included confined space entry, hazardous materials operations, Level A entry drills, chemical detection equipment operations, chemical identification, facility familiarization, and transportation emergencies. Additionally, training was conducted with the NH State Police, Federal Bureau of Investigations, and the Drug Enforcement Administration.

### **Emergency Responses:**

In 2008 the Team responded to numerous calls for technical assistance for member departments where a Response Team Leader provided consultation to the fire department on the handling of an incident. Additionally, the team responded to several incidents including, spills of unknown substances, substantial hydrocarbon spills, and ammonia leaks.

For further information about the Southeastern New Hampshire Hazardous Materials District please visit our website at [www.senhazmat.org](http://www.senhazmat.org).

# Planning & Development

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**TRANSITION:** The Selectmen have reorganized the Planning and Development Department into the Community Development Department. The Director of Planning and Development position has been eliminated, a new job description has been approved, and a want ad has been posted for a new director. The new department director's task will focus on the promotion of commercial development, and will not be bogged down with the day to day issuance and administration of blasting, septic, road construction and building permits, erosion control inspections and complaint investigations. This will free up their time to promote Windham as a business friendly community and advocate our vacant sites for positive economic development. As we go through this transition, please be patient as we shift many of the day to day busy work to various town staff. Thank you for your support and cooperation over these last twelve years.

**OVERVIEW:** The Planning and Development Department reviewed and issued permits, inspected construction sites for safety code requirements, inspected all new road construction for compliance with town and state standards, reviewed and processed subdivision and site plans, met with the public and awarded certificates of occupancy. This year, the Planning and Development Department granted Certificates of Occupancy to 75 new single-family homes and 5 new multi-families for a total of 80 new family households in Windham. The Planning and Development full time building inspector continued our required public health and safety duties. We also have one part time building inspector. Construction plan reviews and inspection work require more detailed review because of the complicated houses designs. The Residential Building Codes and the Commercial Building Codes were updated several years ago by the New Hampshire legislature, and we continue to answer many questions about the codes to help the public better understand them. New Hampshire adopted its first Residential Building Code, ICC 2006. The Planning and Development Department will continue to protect the safety of the public and emergency responders by reviewing plans and inspecting new construction to ensure that buildings and roads are built to code. This high quality of service allows property values to remain stable during this real estate down turn.

**SITE PLAN, SUBDIVISION, ZONING, BUILDING, HEALTH AND OTHER CODES:** The Planning and Development staff drafted twelve new Zoning Ordinance amendments for presentation at public hearings. Among the zoning amendments are nine zoning map amendments, many of which propose to expand the retail zoning districts.

**INSPECTIONS, ROADS, BUILDINGS, AND SEPTIC SYSTEMS:** The department continued its task of road, building, pool, daycare, well, deck, driveway, electrical, plumbing, chimney, sign, blasting, and septic system inspections. These inspections are done by staff experienced and trained to perform these duties. A private civil engineering firm is contracted to perform daily road construction inspections at new subdivisions; the cost of which is borne by the developer. These inspections are overseen by the Planning and Development Department. The Department staff conducts construction inspections for performance guarantee releases, spot checks, and town acceptance of new subdivision roads. The developer's funds are held as a financial guarantee for finishing new roadways. One year after a new road has been completely finished, the project is inspected and the Selectmen vote to release this money back to the developer and accept the road as a Town road.

## *Planning & Development*

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**CODE ENFORCEMENT AND ZONING ADMINISTRATION:** Code enforcement is done primarily on a complaint basis. Owners that fail to comply with Town building codes, land use or health regulations are notified and, after discussions or court action, the properties are brought back into compliance. Zoning administration involves review and research of development proposals for compliance with zoning regulations. Zoning administration decisions can increase property values hundreds to millions of dollars in value. I would like to extend my thanks to all those individuals who contacted our office with their concerns. We cannot be everywhere, and your calls keep us aware of possible violations. We remind our residents that all such callers' names are kept strictly confidential.

**PERSONNEL:** I would like to praise and thank the Planning and Development personnel for their performance during this past year. The Town Planner, Shaun Logue, resigned in early May and has not been replaced at the time of this report. Ginny Gray was out on disability for five months and recently came back to work. All of the staff increased their work loads, especially the part time staff, Nancy Charland, Pat Kovolyan and Ron Preble. They adjusted their personal schedules and skipped vacations to fill in and serve the public. My thanks to Ron Preble the Town's part time building inspector and deputy health officer; Mike McGuire, our full time building inspector and deputy health officer; Virginia Gray, Building Department Clerk and receptionist; Nancy Charland, part-time Planning Board Secretary; Pat Kovolyan, part-time Zoning Board of Adjustment and Conservation Commission secretary; and Shaun Logue our former town planner and zoning administrator for their dedicated service during the past year. I serve the Town as Director of Planning and Development, the health officer, town engineer, right of way agent (the duties of this position were turned over this year to the Highway Agent), blasting administrator, code enforcement administrator (this duty was turned over to the Town Planner and then the building inspector during the year). I would also like to thank John Thorndike, our surveyor consultant and our highway agent, Jack McCartney, for their assistance this year with plan reviews and road inspections.

**SUPPORT FOR CITIZEN BOARDS:** The department supplies various volunteer boards with staff support. We serve the Planning Board, Board of Selectmen, Capital Improvements Committee, Zoning Board of Adjustment, Board of Health, Historic District/Heritage Commission, Trails Committee and the Conservation Commission.

**VOLUNTEERS:** The Planning and Development Department would like to acknowledge the volunteer contributions of Tom Case and Jack Gattinella again this year, for their input and advice concerning regulations and ordinances. The Department would also like to thank the cable volunteers for their time and energy in broadcasting all of the Town board and committee meetings. It is through their efforts that the townspeople can see what is going on in town government from the comfort of their own homes.

**SPECIAL PROJECTS:** The Planning and Development Department provides assistance to the Selectmen and the Town Administrator in managing special town projects, and 2008 was no exception. The department was involved in the review of construction plans for the new High School; town road improvement and trenching permits; the Town's Emergency Management Plan; mosquito control process and testing for EEE and West Nile Virus; Salt Shed Site Committee; Assessor's maps review; GIS Mapping grant from the NHDOT; Route 111 and Wall Street Corridor Study; lake and pond testing for failing septic systems; highway safety issues; and working with the NH Highway Department on the Route 93 and Route 111 expansion in Windham.

## *Planning & Development*

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**PRIVATE CONTRACTORS:** Independent contractors, under the supervision of the Planning and Development Department, help with the review of subdivision and site plans. John Thorndike, Keach Nordstom Associates, and Coselo, Lomasney & deNapole Inc. helped review subdivision and site plans for the Planning Board. Drainage plans, when deemed necessary by the Planning Board, are reviewed by these consultants. Stone Hill Environmental reviewed several well and water quantity studies for Ledge Road, the High School and several other sites. Cosello, Lomasney & deNapole, Inc., of Manchester, currently assists the town staff with the daily inspections of new roads. The cost of these outside consultants falls to the developer.

**LEGAL:** In the area of code enforcement actions, proposed ordinance reviews, and appeals of Planning and/or Zoning Board decisions, the Planning and Development Department oversees the Town's Attorney, Bernard Campbell. We thank Bernie Campbell for all his help this year and congratulate him on his many successful Superior Court decisions.

### 2008 YEAR-END STATISTICS

Type of Permit	# Issued	Type of Permit	# Issued
Single Family Dwellings	60	Sheds	24
Accessory Apartments	1	Decks/Porches	22
Multi-Family Units	6	Mail Box Sheds	0
Electric	252	Raze Building	9
Plumbing	220	Retail Office Renovations	0
Chimney	6	Industrial Buildings	0
Well	52	Gazebo/Greenhouse	2
Fence	4	Pump Stations	0
Signs	13	Barn	0
Home Occupations	2	Pool house	3
Alterations/Additions	30	Club House	0
Garages	9	Driveway	17
Foundation Only	1	Road Permits	5
Above Ground Pools	11	Blasting Permits	11
In ground Pools	10	Sunday License	41
Septic Systems	88	Repairs	10
Restaurants	1	Finished Basements	9
Construction Trailers	0	Finished Attics	0
Screened/3-Season Porches	0	Temp. Mobile Homes	0
Hot Tubs	1	Conversions, year around	2
Stop Work Order	0	Stairs	9

### CERTIFICATES OF OCCUPANCY

Single family dwellings	72	Accessory Apartments	2
Multi family units	6	Building Inspections	1695
Site and Driveway Inspections	242		

# Planning & Development

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## MISCELLANEOUS FEES COLLECTED

School Impact Fees	\$132,600.00
Developer Contributions to Route 28 Emergency Response	\$5,000.00
Developer Contributions to Recreation Improvements Fund	\$1,500.00
Developer Contributions to Rail to Trail Fund	\$500.00
<b>Total</b>	<b>\$139,600.00</b>

## FEES STATEMENT

Permit Fees	\$115,201.42	Electrical Fees	\$15,859.40
Planning Board Fees	\$17,819.00	Plumbing Fees	\$13,530.00
Zoning Board Fees	\$9,065.00	Sewage Fees	\$7,078.00
New Road Fees	\$1,782.50	Chimney	\$290.00
Sunday Licenses	\$820.00	Well	\$4,075.00
Blasting Fees	\$2,750.00	Fence	\$80.00
Driveway Fees	\$555.00	Health	\$100.00
Sign Fees	\$1,248.40	Conversions	\$150.00
Home Occupation	\$80.00	Master Plan sales	\$0.00
Stop Work Orders	\$0.00	Misc. Permit Fees	\$1,789.42
		<b>Total Income (log)</b>	<b>\$192,273.14</b>

Respectfully submitted,



Alfred Turner, Jr./Director

# Planning Board

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In keeping with recent history the Planning Board has been very busy this past year. This would seem to be clear indication that despite the current economic trends the Town of Windham continues to be a desirable place to live and work for both our existing residents and people that wish to relocate here. In last year's Town election, we saw a long time Planning Board alternate elected to a regular seat and three new alternates appointed. I am happy to say that participation is at an all time high from both our members and the residents as a whole. Over the last year we have put this enthusiasm to good use in making timely changes to our Zoning and Sub-Division Regulations in response to, or in anticipation of, the development potential in our Town.

**APPLICATIONS AND APPROVALS:** Site plan approvals included the new Waterhouse Mobil Station, which included a new Cellular phone tower, the addition of a new car wash facility, the relocation of diesel pumps and general site circulation improvements; A-Top Polymers on Route 28 was granted approval to reconfigure their parking to improve safety and drainage issues; Grace House on Mammoth Road is now under construction for an 18-bed Assisted Living Facility; The Common Man Restaurant Renovation and Site Plan was approved allowing an expanded dining area, interior improvements and new parking with a new and improved septic system; an additional building was approved at 46 Lowell Road to complete the previously approved Golden Brook Crossing Project; and a new Dunkin Donuts was also approved across from Church Road on Route 111. Various other Site Plans came before the Board seeking minor Amendments to the existing approvals including, among others, Cobbetts Pond Plaza, Spruce Pond Recreation Fields, Lakeview Farm, and The Willows on Mammoth Road. There were several Subdivisions in 2008 including: The Graff Subdivision at 41 Londonderry Road, which enabled a lot to be given to the Conservation Commission; Tracy Johnson Subdivision on Johnson Street; and the Pelletier Open Space Subdivision on West Shore Road.

Lot line changes were approved for four applicants including one for the Windham High School at Londonbridge Road, Deluca on Farmer Rd, 1 & 3 Industrial Drive, Logan Land Transfer at Londonbridge and Castlehill and Cheryl Rd lots 21-H-16A, 16B, & 40. Eight special permit requests were approved as follows: for 20, 22, and 24 Flat Rock Rd allowing work in the WWPD; Waterhouse Special Permit allowing a portion of the walking trail and 2 future carrier shelters related to the approved cell tower to be located within the WWPD; Windham Animal Hospital well in the WWPD; Goyette restoration in the WWPD; Grace House well and water line in the WWPD; and 87 Indian Rock Road Septic and well in the WWPD.

Other matters before the Board included discussions on the Ledge Road Subdivision, Approvals to various changes for Spruce Pond II regarding water supply and vernal pool reconstruction and the Boards opposition to the removal of the required third access to that project.

**ZONING AND REGULATORY CHANGES:** The Board began lengthy review of its Subdivision and Site Plan Regulations and Zoning Ordinances in the summer of 2008. The majority of the proposed changes before the voters this March will be map related in response to an ever increasing tax burden and in keeping with the intent of the Master Plan of 2005. Other zoning amendments include changes to Customary Home Occupation definition and procedures, as well as refining the Limitations on Parking defined in Section 704 of the Zoning Ordinance.



## *Planning Board*

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The 2008 Planning Board included the following elected members:

- Walter Kolodziej, Regular Member
- Pam Skinner, Regular Member
- Ruth-Ellen Post, Regular Member
- Nancy Prendergast, Vice Chairman
- Rick Okerman, Secretary

Additional members included:

- Selectman Bruce Breton, BOS Representative
- Galen Stearns, Alternate BOS Representative
- Kristi St. Laurent, Alternate
- Louis Hersch, Alternate
- Sy Wrenn, Alternate

Whether an elected member or appointed alternate, each devoted countless hours to overseeing the commercial and residential development of our Town entirely on a volunteer basis.

We are grateful to all members of the Planning and Development staff for their diligence and expertise and, in particular, for the continual assistance provided to the Board by:

- Alfred F. Turner, Jr., Director of Planning & Development
- Nancy Charland, Planning Board Secretary
- Virginia Gray, Clerk/Receptionist

**MEETING SCHEDULE:** The Planning Board meets at 7:00 on Wednesday evenings at the Planning and Development Office, next to Town Hall. Public hearings and conceptual reviews are held on the first and third Wednesday of each month. Workshop meetings are held on the second and fourth (and sometimes fifth) Wednesdays. All meetings are open to public attendance and usually may be seen live on WCTV-20. The Planning Board agenda is posted at the Planning Office two days in advance and also appears on the Town website. Residents' input on public Planning Board matters is an important part of the municipal planning process and is always invited.

Respectfully submitted for the Board,



Phil LoChiatto/Chairman

# Zoning Board of Adjustment

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For 2008, the Zoning Board of Adjustment handled a total of 71 cases, down from 87 in 2007, still providing a busy year.

Members at the conclusion of the year were Mark Samsel - Chairman, Jim Tierney - Vice Chairman, Dianna Fallon - Secretary, and John Alosso and Tom Murray - Regular Members. Bruce Richardson is on board as an Alternate. In the March elections, Mark Samsel and Tom Murray were each elected to 3 year terms.

In April, Mark Samsel, Jim Tierney, Tom Murray and Dianna Fallon attended the annual New Hampshire Office of Energy Planning and Zoning Conference, this year held in Manchester. This conference presents impacts of new legislation on zoning laws, updates on recent court cases, and general zoning topics.

As reported in the past, the Zoning Board of Adjustment is quasi-judicial, serving its role as the lowest court in the land relative to land use issues. The purpose of the Board is to properly apply Windham's Zoning Ordinance in a fair fashion when called upon by an applicant, to provide relief, if necessary, from the strict interpretation of the Ordinance while preserving its spirit and intent. Following New Hampshire State Law, the Board must decide what is lawful, not necessarily popular, in determining the accurate balance between the constitutional rights of property owners to the reasonable use of their land and the public rights of others. In addition to the responsibility of reviewing Variance requests, the Board is charged with granting Equitable Waivers, Special Exceptions, and Appeals of Administrative Decisions.

The Board would like to thank Pat Kovolyan, the Board Recording Secretary for handling ZBA business, preparing Agenda's, recording minutes from at times lengthy meetings, and of course her dedicated attendance at each meeting. We also thank Mike Maguire, Building Inspector for his attendance at our meetings, preparing case information, and providing information to the Board. Special thanks also go to Tom Case for his dedication to taping our meetings, and to the Cable Committee for providing televised access to Windham residents.

## 2008 ACCOUNTABILITY OF CASES

<b>Variations Granted</b> _____	44	<b>Appeal from an Administrative Decision</b>	
Denied _____	6	Granted _____	0
Denied without prejudice _____	1	Denied without prejudice _____	0
Dismissed _____	0	<b>Request for Re-Hearing</b> Granted _____	1
<b>Special Exception</b> Granted _____	2	Denied _____	8
Denied _____	1	<b>Equitable Waiver</b> Granted _____	1
<b>Appeal of Administrative Decision</b>		Denied _____	0
Granted _____	0	<b>Cases Withdrawn</b> _____	6
Denied _____	1	<b>Cases Continued to 2009</b> _____	0
		<b>Total # of Cases</b> _____	71

Respectfully submitted for the Board,



Mark Samsel/Chairman

# Tax Assessor

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Windham real estate has fared better than neighboring communities, showing moderate price declines and slower but modest building activity. Multiple listing data shows property took longer to sell this year. Mortgage lending underwriting changes considerably hindered sales and investors were understandably cautious. By year end however, with Government assistance, rates have fallen to near record levels. New construction activity declined 50% in 2008. Our office recorded only 39 permits for new homes and one for a commercial development. Despite the economy, Windham still attracted a reasonable amount of interest and new owners.

Assessing staff reviewed 282 property transfers and verified 167 sales for use in the State Equalization analysis. Sales this year reflected the average sale price was \$508,000 for a single family home and \$212,000 for a typical residential building lot. With the declining sale prices, it is no surprise that the 2008 assessment ratio is now over 100%, meaning assessments are higher than market value. Statistics show the average single family home is assessed at \$441,000, with the median value \$406,700 calculated out of 4,072 homes. Our office is currently collecting and reviewing data in preparation for the town-wide revaluation scheduled in 2010.

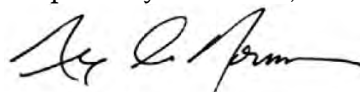
The Town of Windham has 5,656 taxable parcels. Its tax base is comprised of 93% residential value, 7% commercial/industrial value, and the remainder taxable public utility property. A recent study of land available for development shows that 1800 acres are remaining for residential use, and 670 acres are zoned for commercial development. Using current zoning and land use restrictions, our office estimated the build-out scenario at 600 additional homes and approximately 2M square feet of commercial development. At current value levels, 100% build-out of all developable land could expand the commercial tax base ratio to 14.5%.

Due to the 2008 budget increase, property owners saw an 11.8% tax rate change. For residents at the median assessment level, this was nearly \$800 increase in their December bill. Understandably, taxpayers are calling for measures to halt these spikes. Concerns include the impact of opening the new high school in 2009 and when it is open to all grades in 2011. While historically new growth has helped minimize the rate spikes, this is not the present economy. Residents are now discussing types of growth and rezoning measures to expand the tax base.

Tax Credits and exemptions available by State Law are offered to all eligible residents. Qualified Veterans, elderly, disabled, or blind taxpayers, and for improvements to assist persons with disabilities. Interested persons should inquire in the assessing office to see if they qualify. In 2008, the Town had 460 homeowners qualify for Veteran's credit and 85 residents receiving exemptions. Residents interested in these tax saving programs must apply by April 15, 2009.

Property owners with their land in Current Use enjoyed significant tax savings this year. This category encourages the preservation of large tracts of open land. The program does have a cost however; taxpayers who develop land that is in Current Use must pay a one-time penalty tax, which is 10% of the land market value. Owners with vacant parcels over 10 acres should contact the Assessing Department for more information on this program.

Respectfully submitted,



Rex Norman/Tax Assessor

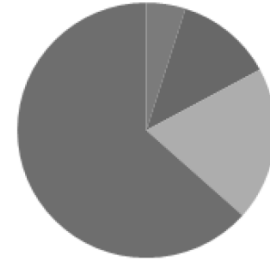
# Tax Disbursements Illustrated

Each year, as you prepare to pay your property tax bill, you no doubt wonder "Where does my money go?" The following spreadsheet aims to shed a bit of insight into how taxes were disbursed across the Town and School needs in 2007.

Average Home Value	441,000.00
Tax Rate	18.00
<b>Total Tax Bill:</b>	<b>7,938.00</b>

## BREAKDOWN OF TAX RATE:

County	0.88	388.08
State Education	2.20	970.20
Town	3.51	1,547.91
Schools	11.41	5,031.81
<b>Tax Rate:</b>	<b>18.00</b>	<b>7,938.00</b>



## COST OF SERVICES:

### COUNTY:

	Taxes on	Taxes on	Taxes on
Home Assessed Value	241,000.00	441,000.00	641,000.00
<b>Total County Portion of Tax Bill</b>	<b>212.08</b>	<b>388.08</b>	<b>564.08</b>

### STATE EDUCATION:

	Taxes on	Taxes on	Taxes on
Home Assessed Value	241,000.00	441,000.00	641,000.00
<b>Total State Education Portion of Tax Bill</b>	<b>530.20</b>	<b>970.20</b>	<b>1,410.20</b>

### TOWN:

	2008 Budgeted	Taxes on	Taxes on	Taxes on
Home Assessed Value		241,000.00	441,000.00	641,000.00
<b>DEPARTMENT:</b>				
Town Officers	9,790.00	0.63	1.16	1.68
Administration	501,810.00	32.47	59.41	86.36
Town Clerk	192,970.00	12.49	22.85	33.21
Tax Collector	152,845.00	9.89	18.10	26.30
Election and Registration	23,090.00	1.49	2.73	3.97
Cemeteries	48,200.00	3.12	5.71	8.29
General Government Buildings	456,385.00	29.53	54.03	78.54
Assessing	191,810.00	12.41	22.71	33.01
Information Technology	176,810.00	11.44	20.93	30.43
Town Museum	5.00	0.00	0.00	0.00
Searles Building	15,320.00	0.99	1.81	2.64
Legal Expenses	52,400.00	3.39	6.20	9.02
Police Department	2,345,020.00	151.73	277.64	403.55
Dispatching	420,900.00	27.23	49.83	72.43
Fire Department	2,530,085.00	163.70	299.55	435.40
Emergency Management	10,800.00	0.70	1.28	1.86

## *Tax Disbursements Illustrated*

**TOWN CONTINUED:**

Home Assessed Value	2008 Budgeted	Taxes on 241,000.00	Taxes on 441,000.00	Taxes on 641,000.00
Planning and Development	488,225.00	31.59	57.80	84.02
Highway	1,102,885.00	71.36	130.58	189.80
Street Lights	12,480.00	0.81	1.48	2.15
Solid Waste Disposal	1,117,565.00	72.31	132.32	192.32
Health and Human Services	81,145.00	5.25	9.61	13.96
Animal Control	20,105.00	1.30	2.38	3.46
General Assistance	57,040.00	3.69	6.75	9.82
Library	941,590.00	60.92	111.48	162.04
Recreation	180,665.00	11.69	21.39	31.09
Historic Commission	5,055.00	0.33	0.60	0.87
Conservation Commission	2,350.00	0.15	0.28	0.40
Senior Center	5,360.00	0.35	0.63	0.92
Cable Television	73,105.00	4.73	8.66	12.58
Debt Service	259,035.00	16.76	30.67	44.58
Capital Outlay	1,031,865.00	66.76	122.17	177.57
Operating transfers out	90,000.00	5.82	10.66	15.49
Retirement	2,500.00	0.16	0.30	0.43
Insurance	257,460.00	16.66	30.48	44.31
Trust Accounts	60,000.00	3.88	7.10	10.33
Special Articles	157,345.00	10.18	18.63	27.08
<b>Total Town Portion of Tax Bill</b>		<b>845.91</b>	<b>1,547.91</b>	<b>2,249.91</b>

**SCHOOLS:**

Home Assessed Value	07/08 Budgeted	Taxes on 241,000.00	Taxes on 441,000.00	Taxes on 641,000.00
Golden Brook School	3,181,328.00	281.85	515.75	749.65
Center School	3,386,452.00	300.02	549.00	797.98
Middle School	3,689,597.00	326.88	598.15	869.41
School District	20,780,781.00	1,841.06	3,368.92	4,896.77
<b>Total School Portion of Tax Bill</b>		<b>2,749.81</b>	<b>5,031.81</b>	<b>7,313.81</b>

<b>TOTAL TAX BILL PAYMENT:</b>		<b>4,338.00</b>	<b>7,938.00</b>	<b>11,538.00</b>
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# Health Officer

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The construction and blasting off Ledge Road is still stopped. Nobis Engineering, at the direction of the NH Department of Environmental Services (DES) studied the neighborhood that experienced water quality issues and construction impacts. A report was issued and reviewed by Stone Hill Environmental and NHDES for completeness and how it addressed the neighborhood well impacts. The high nitrate levels have dissipated from most of the homeowners' wells.

If you have a cottage and want to convert it to year-round use please obtain the required permits to avoid potential legal expenses. If you have any questions please call me at 432-3806 or e-mail me at [aturner@windhamnewhampshire.com](mailto:aturner@windhamnewhampshire.com).

The Windham community water supply that serves the buildings around Town Hall was tested throughout the year and had good overall water quality results.

Although we no longer pick up dead birds for transport to the DES lab for West Nile Virus testing, residents are, as always, cautioned to avoid contact with dead birds without hand protection. Call the Planning and Development offices at 432-3806 concerning dead birds. The State toll-free number 1-866-273-NILE (6453) has additional information on what to do if you discover a dead bird, how to reduce mosquitoes (carriers of the Virus), and other informative data about the Virus.

Eastern Equine Encephalitis (EEE) is an uncommon but serious disease that can and has been transmitted to humans in New Hampshire. Mosquitoes that hatch in shallow dark fresh water swamps transmit the disease predominantly in August and September. The best way to control the disease from spreading is to spray the water surface of targeted swamps in March of each year. The late summer and early fall aerial spraying is effective for only a week and is only allowed on an emergency basis by the state of New Hampshire. The Board of Health (Selectmen) hired a mosquito control company to larvicide swamps during the spring and early summer. This was done to control the mosquito larvae before they become adults. The State declared a mosquito control emergency in Rockingham County and our mosquito consultant applied adulticides to the areas surrounding the playing fields and areas around the schools.

The New Hampshire Department of Health and Human Services has established a toll free Influenza hotline 1-866-273-6453, (8:00am to 4:30pm) 1-800-852-3345, (all other hours). This hotline will have information about the flu, information about symptoms and treatment and prevention.

Local daycare facilities as well as foster care homes were once again inspected by the Health Department, as required by law. The Department checks for the facilities' adherence to health and safety codes, cleanliness, and water quality.

Throughout the year, we receive reports from NH DES for certain sites in town. Previously contaminated sites are showing a decrease in VOC (Volatile Organic Compounds). The NH DES continues to monitor all of these sites, and several water discharge permits were issued to businesses where contaminated water was being treated.

## *Health Officer*

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The Selectmen hired a summer intern. Dustin Sciacca, to conduct our annual test of the water along the shore of Cobbetts Pond and Canobie Lake for potentially leaking septic systems. This year we utilized a conductivity meter along with the Millipor Coli-Count bacteria water test strips. Both testing methods indicated that there was no evidence of elevated bacteria along the shore in the areas we tested.

The Windham Board of Health did not hold any public hearings on well and septic system waivers.

The Health Officers has also visited industries and businesses to check that hazardous materials are utilized properly and Best Management Practices (BMP) are followed in the handling and disposal of all hazardous materials around Canobie Lake watershed. David Poulson has helped manage this operation.

Inspections, reviews, and/or permits issued included the following:

Test Pits Viewed	0
Septic System Inspections	211
Septic Plans Reviewed	105
Septic Permits Issued	88

Spring will soon be upon us and I again would like to remind our residents of the importance of refraining from feeding the waterfowl that frequent our lakes and ponds. Such attention encourages their presence, and increases the risk of contamination to our water resources.

In closing, I again would like to thank the staff of the Planning and Development Department, the Board of Health and the citizens of Windham for their ongoing support and assistance in enabling the Health Department to run smoothly and efficiently.

Respectfully submitted,



Alfred Turner, Jr./Health Officer

# Transfer/Recycling Station

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The T/R Station's ongoing mission is to provide efficient and effective solid waste disposal service for the Town of Windham. This is done through teamwork, planning, and a dedication to improvement.

Detailed information on the Station can be accessed on Town website at [www.windhamnewhampshire.com](http://www.windhamnewhampshire.com) or found in an available brochure. Through the cooperative effort of our residents, Windham recycles approximately 30% of its total waste stream compared to the State's average of 17%. This diversion translates to budget savings, production of revenue, and the conservation of valuable State disposal air-space.

The Station made a transition into "Single Stream" recycling. The Station went from sorting and processing recyclables to co-mingled deposit into a common disposal area for out-sourcing. This significant transition will decrease internal operational expenses, increase recycling rates, and increase overall efficiency.

The Town awarded a 3-year MSW (trash) disposal contract to Corcoran Environmental effective 1/1/09. In addition, a 3-year single stream recycling contract was awarded to Integrated Paper Recyclers effective 1/1/09. The new MSW contract will reduce this budget fund by 6%. The new single stream recycling contract will yield \$22.50/ton of revenue to the Town based on recycling volumes.

As always, I would like to thank the Station Staff for their hard work, dedication, and service to the community. I would like to thank the residents for their ongoing support, cooperation, and adherence to Station procedures, especially recycling. We all have a vested interest in the solid waste management of Windham.

## 2009 GOALS

Enhance single stream recycling.  
Develop additional solid waste management strategies.

## 2008 STATISTICS

MSW (General Trash) -	4600 TONS increase by 5%
DEMOLITION & CONSTRUCTION WASTE -	940 TONS decrease by 15%
RECYCLED MATERIAL -	1550 TONS increase by 3%

Respectfully submitted,



David Poulson/Station Manager



# Animal Control Officer

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The number of residents in Windham continues to grow as does the number of dogs; the latter of which now exceeds 2,100 according to the Town Clerk's records. As the number of registered dogs escalates so, it seems, do dog bites incidents, as over the last few years there has been an upward trend in the number reported. Some of these bites have been severe and approximately 70% of them have been by the family pet to a family member or their guest.

As I do every year, I would like to take this opportunity to remind all of our dog owners of the following:

- RSA 436:100, requires that all dogs, (and cats and ferrets, as well) three (3) months of age and older must be vaccinated against the rabies virus.
- Per RSA 466:1, all puppies four (4) months of age or older must be licensed with the Town Clerk's Office. Also, all dog licenses must be renewed by April 30th of each year.
- RSA 466:30-a "Dog Control Law", as adopted by the Town, requires that owners ensure their dogs are within sight or hearing distance at all times.
- #WIN 2:06:21:04 "Regulations/Dogs on Town Property", requires that all dogs be leashed while on common areas of Town property, and prohibits them from Town athletic fields. In 2008, these regulations were amended to prohibit dogs from the cemeteries.

I would like to again thank the Salem Animal Rescue League and the MSPCA/Methuen Animal Care and Adoption Center at Nevins Farm for their continuing assistance throughout the year. Please visit them on the web at [sarl-nh.org](http://sarl-nh.org) and [mspca.org](http://mspca.org) to learn more about their efforts or if you're thinking of adopting a pet.

Please direct all animal related questions, complaints, or concerns to the non-emergency number of the Police Department, 434-5577.

## ANIMAL CONTROL STATISTICS

	2008	2007
Number of dogs picked up	54	59
Number of dog bites reported	27	18
Number of dogs hit by automobiles	8	5
Number of dogs euthanized	2	1
Number of animals adopted out	3	2
Fish and Game calls	90	73
Number of cat issues	39	44
Total warnings issued	89	84
Total calls logged	582	666
Total hours worked	842	862
Total miles traveled	5,439	5,711
Total Assessed Penalties	\$2,045	\$3,045

Respectfully submitted,



Al Seifert/Animal Control Officer

# Highway Agent

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Wow, 2008 has come and gone and it seems like it just flew by. Although we completed all of our large projects as planned, it felt like there should have been time for more. Winter ended hard, and then started too soon with a crazy and crippling ice storm, while the summer months flew by without much fanfare.

Included in our work during the year was the reclamation and repaving of 2500' or more of Londonderry Road, Bramley Hill Road and Roulston Road. In addition, a new larger, arched culvert pipe was installed on Roulston Road to replace an older smaller, concrete pipe, additional under drain was installed on Bramley Hill Road, and several catch basins were repaired.

The Highway Department also undertook projects on its own, with the help of several local contractors. These included the complete rebuilding of 2000' of Beacon Hill Road, and the installation of a ten thousand gallon cistern for fire protection on Osgood Street. Both of these projects went very well, being completed on time and under budget.

Also completed were line of sight improvements at the intersection of Osgood Street and Marblehead Road, the final wear course of pavement on Copps Hill Road (an offsite developer improvement), and a shim and overlay of finish pavement on Windham's portion of Goodhue Road. The latter was completed in conjunction with additional roadwork being completed by the Town of Derry.

Several smaller projects were also completed, including but not limited to, basin repairs, culvert pipe replacement, repair or addition of pipe to some existing culverts (to add additional shoulder area in some narrow spots), as well as many shoulders being loamed and seeded while others were redone with new gravels. A large number of trees were trimmed, substantial brushwork was done, and several dangerous/dead trees were removed.

Annual projects completed included the striping of ten miles of road, and all roadways were mowed twice and swept; 900+ basins were cleaned (part of Storm Water Best Management Practices); and many new signs were installed including new, larger street signs, speed limit signs, stop signs, and other warning devices (part of the Manual for Uniform Traffic Control Devices [MUTCD] project to replace all existing signage with larger signs).

During 2008, the Highway Department put into service an additional six-wheel dump truck (purchased from the State surplus auction) for plowing/sanding operations and general year-round use, and our pickup and one-ton dump truck were replaced with new vehicles through a three-year lease program. The latter vehicles were then used to replace older trucks in both the Maintenance Department and at the Transfer Station. In addition, two new 11' plows were purchased for winter plowing services.

As always, we would like to thank the residents for their support, in particular all those who put up with us through the construction of Beacon Hill Road. Their high praise for the work we completed was greatly appreciated. We would like to thank the contributing developers for their off-site improvements, and all the contractors who repeatedly provide services and expertise to us.

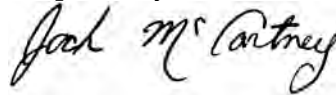
## *Highway Agent*

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As Highway Agent, I would very much like to say thank you to my staff of one, our part-time help, and all the subcontractors who work tireless through storm after storm plowing and sanding; most often at night or during the weekends/holidays. We very much appreciated the help these men provided during the December ice storm, with several of them putting in over 120 hours in 10 days or less. Please note that all of these contractors and/or part-time personnel work for the same hourly rate whether it is a weekday, weekend, or holiday. They also all agreed to charge the same labor rates and the same hourly rates for the equipment used during the ice storm clean-up. Thanks also go out to the many other town departments and volunteers who participated during this event.

In closing, I would like to thank the residents for their continued patience and confidence in us, and the assistance they give in many ways. We wish everyone a successful and happy 2009.

Respectfully submitted,



Jack McCartney/Highway Agent

# Human Services

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The Town of Windham, as required by New Hampshire State Statutes, provides financial assistance for residents when situations arise in their lives which prevent them from meeting their basic needs. The Town is the safety net for our residents until their situation improves or aid can be received through other agencies or programs.

Residents in need of assistance must meet eligibility standards in order to qualify for shelter, food, utilities, medical needs, and/or any other necessities. Assistance provided by the Town is temporary in nature, and may be provided directly by the Town or by referral to the appropriate Federal, State or local agencies.

The Town also contributes to social and service agencies in the local area, which provide valuable help to our residents. These agencies include Windham's Helping Hands, CHS, Shepherd's Pantry, Visiting Nurse/Hospice, Center for Life Management, Community Caregivers, AIDS Response, A Safe Place, Rape & Assault Services, Big Brothers/Sisters of Greater Nashua, Community Health Services, Rockingham Community Action Program, and Meals on Wheels. The Town and these agencies work together to provide the most appropriate assistance for our residents. If persons applying are in need of employment, they are referred to the Department of Employment Security and our library for help with their job search.

The Town of Windham assisted 40 households in 2008, which is a decrease of 5 households from last year. The total cost of this assistance was \$39,846.23 which reflects a decrease of \$12,781.16. Many other households were aided thru referrals to outside agencies. Fuel Assistance increased its funding this winter, which was extremely helpful to many of our residents who are struggling on fixed incomes or through job loss. Referrals were also made to the Shepherd's Food Pantry, sponsored by our local churches, which is an enormous help for our residents.

We express our appreciation to the many local organizations for providing assistance to our families. Windham's Helping Hands continues to sponsor the Back to School Clothing Drive and provide winter coats, as well as coordinating the Thanksgiving Baskets and Christmas gifts. The Women's Club, American Legion, FLOW, residents and businesses continued to be very generous, even in this year of economic downturn, both with gifts and donations.

Thank you for your participation in these programs. Your caring makes it possible for families to recover from difficult times and they continuously express their gratitude for the generously and thoughtfulness of their fellow residents.

To our volunteer drivers who provide transportation for our seniors for doctor visits and the weekly Wal-Mart shopping trip – thank you so much. Our residents rely on these services and enjoy the weekly Wal-Mart trip. Our drivers are compassionate, dependable and caring. If you are interested in helping, please call me at 432-7732 to volunteer. We will be happy to work around your schedule.

We hope that this year our economy will improve and that our residents will be able to meet their needs. However, if any difficulties arise, we are here to assist them in a compassionate and confidential manner.

## *Human Services*

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The following represents a breakdown of the assistance granted in 2008:

Food Vouchers	\$ 2,340.94
Shelter Vouchers	21,722.49
Mortgage Assistance	11,108.47
Electricity Voucher	1,335.36
Oil/Propane	2,511.59
Fuel Vouchers	288.72
Medical	240.11
Miscellaneous	298.55
<b>Total</b>	<b>\$39,846.23</b>

Respectfully submitted,

*Kathleen Davis*

Kathleen M. Davis/Human Services Coordinator

# Information Technology/TAC

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Because it remains the cornerstone of my view of the role of my department and the Technical Advisory Committee, I would first like to restate from the previous report in 2007 the following:

*“Computers do not repair roads, or protect your home, they don’t educate your children or assess your property values, but if they fail to function neither does the government.”*

As I begin the year, I renew my commitment to the systems and infrastructure for which I am responsible, and will continue to seek improvements and upgrades that will insure the services the town relies on are there when needed.

The final push to bring the town’s infrastructure in line with industry standards and practices was made late in the year and with the support of the Select board, fellow department heads and members of the TAC, I have begun the process of moving our critical systems into an environment more likely to preserve the integrity and longevity of this equipment.

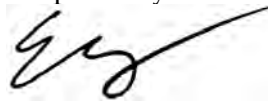
With the resignation of the assistant planner, and a history of starts and stops, the GIS functions and responsibility have been added to my responsibilities. I will endeavor to assimilate and learn the processes that will be required to meet the needs of the town.

In closing, I would also like to extend a personal note to the very active members of the Technical Advisory committee, whose knowledge continues to enhance my capabilities, and whose valuable personal time is often given to the residents without question or expectation.

Current and Former Technical Committee Members:

Jaques Borcoche 1998-Present, Greg Cappiello '02-Present, CarlHiedenblad<sup>1</sup> '06-Present, J. Gross '00-06, Paul Keller<sup>2</sup> '05, Dick Gumbel '98-03, Disk Forde '98-03, Jeff Walker '98-01, Mike Notini '98-01, Alan Windsor '98-01, Gary Dallas '97, Francis Farmer '97, Neil Gallagher '97, Jonathan Coish '97.

Respectfully submitted,



Eric DeLong/Director of Information Technology  
Technical Advisory Committee Chair

<sup>1</sup> Carl currently serves as the Director of the Nesmith Library

<sup>2</sup> Paul Keller passed away, given his interest and energy I have no doubt that he would still be serving the community as a member of this committee.

# Maintenance Department

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As I write this report, the Maintenance staff is finally getting a well deserved break from this winter's horrible weather. From the December ice storm to the most recent February storm, removal of snow and ice from walkways, stairs, and ramps seems to have been almost nonstop. At times, the ice has been almost immovable, but the staff has continued to work diligently to clear it in order to provide safe access to the Town buildings for residents and employees alike.

Last year, we requested that we be allowed to reorganize the department by moving away from several part-time positions to a single, full-time position; a change that was ultimately approved by the voters. In August, Jeff Galle was hired to fill this new full-time position and has proven himself thus far to be tremendous asset to the Maintenance staff.

Prior to Jeff's hire, between February and August, the department was operating short-handed. One of our part-time employees resigned in January; I underwent unexpected surgery and was on disability during March and April, Wendy Lorentzen was on maternity leave during the summer; and our other part-time employee resigned in July. Yet, despite all of these issues, I'm pleased to say that staff rose to the challenge and got the job done.

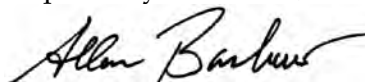
In December, we upgraded the maintenance pickup truck from a 1986 Ford to a year 2000 Ford. This newer vehicle is welcome change for the Department.

Some of the projects we accomplished during 2008 include:

- Assisting the Transfer Station in making the conversion to single-stream recycling by completing building modifications that included internal stairs and a new outbuilding.
- Completing renovations to the Bartley House second floor in order to provide additional office space.
- Installation of a second, 300-gallon water storage tank at Griffin Park in order to provide additional water for the bathrooms.
- Replacement of the rear, emergency exit door at the Armstrong Building.
- Replacement of two well pumps utilized for the irrigation system at Griffin Park.
- Replacement of the pump for the septic system at Griffin Park.
- Assistance to other Town departments during the December ice storm.

As always, I want to thank my staff for their efforts throughout the year; the other Town departments for their cooperation; and, especially, the residents for their continued and much appreciated support of our efforts.

Respectfully submitted,



Allan Barlow/Maintenance Supervisor

# Nesmith Library Director

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In 2008, library customers borrowed more than 200,559 items, a new record high and a 10.5% increase over 2007, which was in itself a very busy year.

In previous years, during an extra busy month the library would loan 15,000 items. Usually this would happen 3 or 4 months during the year. But in 2008, the library loaned well over 15,000 items each month except December - and if we had not had the December ice storm closed days, we would have exceeded 15,000 items that month as well! I felt that 2008 was an impressive year for the library.

Sunday hours (1 to 5 pm.) continue to prove popular, with more than 4793 Sunday visits in 2008. Other highlights of 2008 include:

- 10,060 card holders with more registering every day.
- Over 8500 new items (books, DVD's, and CD's) added to the library this year.
- More than 78,914 total visits to the library in 2008.
- Another tremendous Strawberry Festival - thanks to the Friends of the Library!

I again want to thank the entire team that makes it possible for us to provide excellent service to the residents of Windham, day in and day out, 7 days a week, for 63 hours each week. The Library Board, staff, the Friends of the Library and our outstanding group of volunteers all work diligently to make the Nesmith Library one of the very best libraries in the state of NH.

Supporting us in this effort and deserving of special mention are:

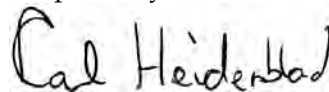
Mr. Al Barlow and the maintenance department of the Town of Windham for keeping our facility clean and in fine repair; Joyce Wilt, for editing our Nesmith Library News each month; and Jacques Borcoche, Greg Cappiello, and Eric Delong for their invaluable assistance in helping us keep our technology current and effective.

In short, the library and the Windham community continue to benefit from the generosity of time, talent and leadership provided by so many. Thank you! It has been our pleasure to serve you, your friends, families and neighbors in 2008. We look forward to seeing you often in 2009!

## YEAR-END STATISTICS

Registered Patrons	10,060
Books Added	8,564
Total Number of Titles in Collection	81,269
Items Circulated	200,559
Library Visits	78,514
Program Attendance	6,216
Multi Purpose Room Bookings	443
Internet Uses	7,768
Volunteer Hours	947

Respectfully submitted,



Carl Heidenblad/Nesmith Library Director



# Recreation Department

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We take great pleasure in writing this year's Recreation portion for the Town of Windham's Annual Report. It was yet another busy year with the Recreation programs offered and the facility maintenance projects completed. The response to these programs was once again tremendous and we look forward to continuing to offer diverse programs in the future for the residents of Windham.

Programs for toddlers were extremely popular in 2008. From Tot Time to Kid Crafts, there was always a crowd at the Senior Center or at Griffin Park when these programs were offered. Tot Time, which was held once a month, included stories, music, and fun! We had 'celebrity' readers throughout the year who included Fire Chief McPherson who read books about fire trucks, Police Chief Lewis who read books about police officers and safety, and Town Administrator Dave Sullivan, who read books about baseball and The Boston Red Sox.

The seniors were kept busy this year as well. There was Chair Yoga, Resistance Training, Tai Chi, and Line Dancing, all of which kept everyone moving! All these programs, with the exception of Tai Chi, will continue into 2009. In addition to classes, there were also trips to Pickety Place, Foster's Clambake, and Foxwoods.

The Annual Senior Picnic's theme this summer was 'Take Me Out to the Ballgame.' There were many Red Sox fans in attendance, with just a few Yankee fans in the crowd. They enjoyed peanuts and cracker jacks, as well as hamburgers, hotdogs, and sausages/peppers, and a visit from the Nashua Pride's Mascot 'Stitches.' Thank you to all the Town employees for all their hard work again this year!

The Town Beach had a successful year with swimming lessons. There were over 200 youth in the program this summer, and we were very lucky with the weather! The lifeguards did a great job instructing lessons, as well as taking care of the higher than usual beach crowds. Thank you to Kristin Moser, Dwight Stearns, Abbey Samsel, Jen Aballo, Kaela Gallo, Chris Davitt, Julia Gaudette, and Adrienne Boss.

This year, thanks to the Conservation Commission, we were able to staff 3 seasonal/part-time Park Rangers. The Rangers were responsible for monitoring conservation and recreation lands over the summer months. They were a positive asset to the community and we hope to continue with this program in the future.

There are four main community events that are organized by Recreation each year:

- The Easter Egg Hunt at Town Hall was enjoyed by all that attended this year. It was a busy day as youth of all ages hunted for colorful eggs and then went and had their photo taken with The Easter Bunny. This event could not run as well as it does without the help of the dedicated Windham Boy Scouts.
- Windham's Annual Town Day was another great event - over 500 people enjoyed hot dogs and hamburgers, playing in the 'bouncy' houses, music by DJ Todd, visiting the helicopter, exploring the Southern NH SWAT Vehicle, and the bike parade/field games organized by long time Recreation volunteer Mike Sorter.

## *Recreation Department*

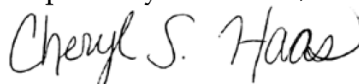
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- The Annual Harvest Festival, held in October, was an overwhelming success this year with over 600 people enjoying a beautiful fall afternoon. After many enjoyed the doggie costume parade, there were hay rides around Griffin Park, a children's performer, a youth costume parade, pie contest, and pumpkin decorating contest. New for this year was a petting zoo as well as Canobie Lake Park's Spooky World DJ. Many thanks to the Woman's Club, the Lions Club, The MOM's Club, the Girl Scouts, and Belinda Sinclair who have all been a valuable part of this event each year.
- The Annual Tree Lighting, held in December, was a great ending to year. Over two hundred youth waited in chilly temperatures for Santa as he arrived by Fire Truck so they could tell them what they wanted for Christmas as they had their photo taken with him. All who attended enjoyed the hot chocolate, cookies, socializing by the bon fire, music by the Windham Community Band, crafts in the Town Hall, carols by the Middle School Chorus, and of course the lighting of the trees. The Salem High Marching Band and Color Guard are always a favorite at this event as well. New for this year was the 'Celebrity Chef' cookie baking prior to the event, thanks to Al Letizio. Thank you also to all the bakers who helped to make over 500 cookies!

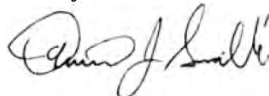
If it were not for the dedication of volunteers, residents, and civic groups, then these events would not be able to take place and be such a huge success. It truly takes a community effort to have such great programs. Thank you to the Town of Windham employees, the residents of Windham, Girl Scout Troop 12107, Boy Scout Troop 266, the Lions Club, the Woman's Club, Windham Soccer Association, Windham MOM's Club, Windham Baseball League, Windham Lacrosse, Joel Dube, Heather Petro, Joe Grillo, Amy Spencer, Kate Jackson, Connie Jackson, Al Letizio, Bob Taylor, Tom and Margaret Case, Ralph and Belinda Sinclair, Jim Finn, Wendi Devlin, Dana Call, Kathy Davis, Dave Sullivan, Al Barlow, Bruce Breton, Barbara Coish, Windham Fire Department, and Windham Police Department for all of their contributions.

Thank you also to the dedicated past and present members of the Windham Recreation Committee who volunteered in 2008: Mags Adamcheck, Bill Brennan, Brian Carne, Barry Goldman, Lynn Goldman, Michael Hatem, Michele Langlois, Beth Lippold, Scott Mueller, Victoria Noel, Chris O'Neil, Ralph Valentine, and Glen Yergeau.

Respectfully submitted,



Cheryl S. Haas/Recreation Coordinator



Dennis Senibaldi/Recreation Committee Chairman

# Cable Studio Coordinator

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I am happy to report WCTV had a very successful year in 2008. While we are a small cable access station, we were able to provide up close and local coverage of the presidential and statewide elections. Our studio was full every week taping interviews with local politicians running for office, and community members discussing current events and issues. Other than the election, WCTV was able to cover the events in town that are held annually which included: Town and School Deliberative Sessions, Ballot information night, Candidates Night, Memorial Day Parade, WMS graduation ceremony, Strawberry Festival, Senior Picnic, Windham High School Tour, Windham Annual Tree Lighting, Santa Visits Windham LIVE, Windham Community Band & the Windham Senior's Annual Christmas Party.

We also continued production of our studio shoots, which are:

**Windham Watch:** one of our longest running programs hosted by Windham's own Representative Mary Griffin, which features guests from the political and local scene.

**Book Beat:** a show taped with Windham Middle School 8th graders where they discuss a books they are currently reading. The show will be in its 7th season in 2009.

**Rockingham Roundtable:** discussion of local and state issues that affect you, as well as interviews with local politicians.

**Time for Animals:** a monthly show, taped at Salem Animal Rescue League featuring animals up for adoption.

**America's Future:** host Bill McNally explores political issues affecting your lives locally and nationally.

**Windham Wildcat News:** our first news show written, directed and produced entirely by Windham Middle School 6th, 7th and 8th graders. The first show was taped in the fall, and more will be coming soon. Congratulations to the participating students who made this show a success! WCTV would like to send a big thank you to Beth Lippold for her hard work getting this show started!

Other programming we have aired includes Political Chowder, Around Town with Larry, National Gallery of Art, Education News You Can Use, Salem Chamber of Commerce, Yoga, Jazzercise and Army Newswatch. I am also excited to mention we have added some new programming:

**In Their Boots:** a documentary style series detailing the lives of soldiers upon their return from duty and adjustment to a regular lifestyle.

**Meet the Bloggers:** a series that focuses on national political issues and holds discussion with bloggers from all over the country as they interview politicians, leaders and more.

**Wellness NH:** a series produced in New Hampshire that focuses on achieving a healthy lifestyle.

## *Cable Studio Coordinator*

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WCTV also cablecast live meetings of the town government departments: Board of Selectmen, School Board, Planning Board, Zoning Board of Adjustment and the CIP. All meetings were aired live on Channel 20.

WCTV's equipment inventory has increased as well. We purchased a Canon XH-A1 HD camera allowing us to get better quality coverage of local events. We also purchased two DVD storage units, which allow us to store DVDs in a more manageable way.

WCTV also made improvements to the Planning Department meeting room, where weekly board meetings are taped. We purchased three new robotic ceiling cameras that give us much better video resolution for taping meetings. We installed a new curtain for the back wall, which creates a more pleasurable view and works well with the new cameras. We are also working on updating the microphones to improve the audio quality of the meetings. With the advice and guidance of IT Director Eric DeLong and Technical Coordinator for WCTV Tom Case, WCTV purchased a 52in LCD wide screen television and television stand. This screen allows not only board members to see plans and presentations easier, but also directly feeds into our system, allowing the viewer at home to see exactly what is being presented on the screen. We are very hopeful these improvements make watching the meetings at home a more pleasurable and informative experience.

I would like to extend a special thank you to Tom and Margaret Case for their constant guidance and assistance. Their support and dedication to this station is overwhelming and greatly appreciated. I would also like to thank all our dedicated volunteers who have generously donated their time to the channel. Thank you to Tom Case, Barbara Coish, Mary Griffin, Wally Heath, Wanda Koch, Kevin and Sarah Scannell, Bill McNally, Eldon Haegle, Laura Rincon, and Lauri Lannan. Without our volunteers, programming is limited and weekly board meetings cannot be broadcast. Their hard work makes WCTV what it is today. WCTV and its volunteers will remain committed to producing programming that is educational, informative and entertaining.

In closing, I would like to thank the Cable Advisory Board for allowing me this great opportunity to be a part of the Windham community. I recently celebrated my first year at WCTV, and I look forward to a strong working relationship and exciting new ideas for years to come.

Respectfully submitted,



Anastacia "Stacey" Sofronas/Studio Coordinator

# Cemetery Trustees

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As this report is written, the cemeteries remain covered in a deep blanket of snow. It has been a difficult winter, and each of the cemeteries sustained varying degrees of damage in the December ice storm. Although overall assessment and clean-up work began almost immediately, it was quickly stalled by several subsequent, heavy snow events. We look forward to some warmer weather and significant snowmelt, so that we can resume debris removal. We thank you all for your tremendous patience throughout this long, wintry season.

In the spring of last year, the Trustees continued the ongoing, multi-phase project to restore some of the Town's oldest and most damaged stones. In the past, repairs with epoxy alone have been attempted, however, the epoxy itself quickly deteriorates and, often, the stone is broken further by a secondary collapse. Our current repairs consist of a combination of epoxy and custom fit steel framing to secure the stones in an upright position. To date, twelve stones have been thus repaired, six on the Plains and six on the Hill, and several others have received minor patching.

In June, the Trustees requested that the Board of Selectmen amend #WIN 2:06:21:04, regulations which govern dogs on Town property, to include the following: *"Dogs, both restrained and unrestrained, are strictly prohibited from Cemetery grounds and their interior roadways/walkways."* While the cemeteries have, historically, been posted "No Dogs Allowed", it's a rule that is often overlooked by residents to the detriment of the cemetery grounds. As the problem of dog feces on and around the graves increased, the Trustees felt it important to make the regulation more enforceable by including it within the Town regulations; thus making it a violation in accordance with RSA 41:11-b. The Board of Selectmen agreed, and #WIN 2:06:21:04 was amended accordingly. Violations should be reported to the Animal Control Officer and/or the Windham Police Department at 434-5577.

In the fall, Boy Scout Arun Behl approached the Cemetery Trustees to discuss possible Eagle Scout projects. After much discussion, Arun drafted a proposal to construct an Adirondack-style kiosk at the New Plains Cemetery to house owner/interment information and lot maps. With the full support of the Trustees, Arun then sought the Board of Selectmen's endorsement, which he unanimously received in December. The Trustees are excited to work with Arun, and are confident his project will prove a tremendous asset to the cemetery.

As we enter into 2009, the Trustees look forward to the following:

- Installation of new signage at each cemetery.
- Phase III of the aforementioned stone repairs.
- Scheduling of public meetings to address amendments to both the Cemetery Regulations and Cemetery Trustee By-Laws, as well as to discuss possible increases to lot prices to be more in keeping with surrounding communities.
- Completion of the spreadsheet and maps of historical interments, a project which was started in 2008.

## *Cemetery Trustees*

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As we do each year, we extend our sincerest thanks to the youth members of the various Boy/Girl/Cub Scouts, Brownies, and Daisy troops in Windham who, once again, provided us their enthusiastic assistance by readying our Veterans' lots for our Annual Memorial Day ceremonies. The kids worked diligently to replace the American flags and plant flowers within the cemeteries. Our thanks, as well, to their Troop leaders for coordinating their individual groups and for their continuing help.

Our gratitude, as well, to our contractors for their ongoing efforts on behalf of the Trustees and the residents to ensure that our cemeteries are well-kept, safe, and operating smoothly: Scott Polumbo and his crew; Jim and Scott Thorton; and, Scott Johnson.

In closing, we extend our thanks the townspeople for your continued support, and look forward to serving the Town of Windham in the year 2009.

Respectfully submitted for the Trustees,

***Wendi A. Devlin***

Wendi A. Devlin/Trustee

# Nesmith Library Trustees

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As 2008 comes to an end amid the harsh winter weather that left most of Windham without power for many days combined, with the national economic slow down, Nesmith Library is experiencing unprecedented usage of all its services. This unprecedented usage is common in economic slow downs. The Trustees wish to express their appreciation and thanks to our director, Carl Heidenblad and his staff of hard working, dedicated and talented people without whom our library would not be what it is today. Windham is honored and grateful for Nesmith Library and all the services that it provides.

- FLOW produced another very successful Strawberry Festival on a very hot Saturday in June. We express our appreciation to all the FLOW members and volunteers for the many hours, of planning, hard work and dedication to the Strawberry Festival. The children's area now has additional shelving and the library now has outdoor electrical outlets for all outdoor activities due to FLOW. Thank you FLOW.
- March 9, 2008: The Trustees hosted a Reception for Patricia Skinner, retiring after many dedicated years as a Trustee of Nesmith Library. She not only served the Library but also the Town of Windham and the State of New Hampshire. Thank you Pat.
- May 16, 2008: We held our annual Staff Appreciation Party - a good time was had by all, staff and trustees alike. Delightful people, delicious food and relaxing environment - a wonderful evening.
- August 12, 2008: The Library Trustees formed a Strategic Planning Committee for the library with Wendy Keller as its Chairman. As part of this endeavor a town wide library survey is planned for 2009 as well as a brochure explaining all the services that our library offers its patrons.
- October 14, 2008: We held our first Trustee Emeritus Ceremony: The Murray Levin Volunteer Award was presented posthumously to George Deneen and accepted by his wife Wendy. Trustee Emeritus Awards were presented to Patricia Skinner and, posthumously, to Murray Levin, whose was accepted by his daughters. We are very fortunate to have the support and leadership of these steadfast library supporters.

## *What a difference a year makes:*

	2007	2008
Circulation	181,349	200,559
Collection Size	79,680	81,269
Internet Uses	7,172	7,766
Meeting Room Uses	412	413
People Counter	75,175	78,914
Registered Patrons	9,352	10,060
Volunteer Hours	1,076.50	946.40

The Trustees wish to thank everyone who supports and uses the facility of our library. With the help and support of the staff and patrons we will continue the programs and enrichment of our library. Thank you for your continued trust and support as we enter 2009.

Respectfully submitted for the Trustees,

*Joan Griffin*

Joan Griffin/Chairman

# Museum Trustees

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The Windham Museum continues to collect artifacts, books and memorabilia focused on the history of Windham. Some of this year's donations included: a hay rake, ice hook, and a crate for shipping chickens from Trudie Linton's Estate; a t-shirt from a worker at Lake View Farm on Range Road; Searles Castle memorabilia; and assorted black and white photographs of Windham, including a photo of Theodore Roosevelt campaigning by train through Windham.

The Town Museum now houses the Daughters of the American Revolution (DAR) Lineage books, which were previously held at the Nesmith Library. This is a collection of 152 volumes containing references to American Revolutionary War ancestors and their descendents. This collection contains nearly 2.4 million names.

The Trustees continue to offer tours to many different groups and organizations. In April of 2008, the entire third grade visited the Museum. In October, area homeschoolers visited the Museum for a local history presentation. We have also had several Boy Scout and Cub Scout dens arrange visits, along with one Girl Scout troop. In December, we were pleased, once again, to open the Museum as part of the Annual Tree Lighting ceremony.

The Museum is open by appointment. Town residents are urged to call one of the Museum Trustees to schedule a visit to this valuable town resource.

Jean Manthorne	898-7433
Kim Monterio	890-6403
Dennis Root	893-3933

Respectfully submitted for the Trustees,  
*Kim Monterio*  
Kim Monterio/Trustee



# Conservation Commission

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This year, the Windham Conservation Commission completed the acquisition of a 77 acre parcel abutting the Windham Rail Trail. This purchase further protects the rail trail from encroaching development and provides another access point to the trail.

The preservation of the remaining farms in Windham has been a major focus for the Commission. After discussions with several landowners, the Commission received permission to appraise their properties. At this time, four appraisals have been completed. The primary goal of the Commission in the coming year is to closely work with the property owners to permanently protect these historic farms and obtain funding to purchase these properties. In addition, several appraisals have been done on other properties that abut existing Conservation land.

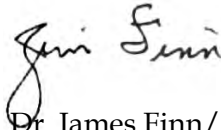
The Boy Scout projects have been completed in the northeast section of town on the Windham Town Forest. A parking lot and a bridge were installed off of Route 28, thereby providing easy access to the approximately 600 acres that make up the Town Forest.

The Conservation Commission also continued to perform its other duties which include:

- Review of Planning Board applications, providing comments and suggestions where appropriate.
- Dredge and Fill application review and associated site walks to assess environmental impacts related to the application.
- Zoning Board of Adjustment case review, providing comments and testimony on cases having environmental concerns.
- Deer Leap and Landry Family conservation easement annual monitoring walks.

In closing, we thank the Board of Selectman and the Planning Department for their assistance and support. We also offer our sincere gratitude to the residents of Windham for their continued support.

Respectfully submitted for the Commission,



Dr. James Finn/Chairman

# *Joint Loss Management Committee*

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The Joint Loss Management Committee, established as a requirement of the New Hampshire Department of Labor, oversees the Health and Safety Policy for the Town. Management and labor comprise the Committee, and we are dedicated to collaborating as a team to ensure the health and safety of the Town's workforce and Windham residents. The JLMC meets every two months in order to remain proactive on health and safety issues and to ensure that we adhere to the standards defined by the NH Department of Labor and our Town Safety and Health Policy.

Highlights of 2008 included:

- Committee members conducted workstation audits throughout the Town's facilities and are recommending upgrades.
- Annual flu shots were offered to the Town's workforce by Fire Department
- With the assistance of the Fire Department, we installed 5 AED units at a variety of Town buildings for potential cardiac emergencies.
- With the assistance of the Local Government Center (LGC), we conducted internal training for Town employees on ergonomics, back safety, and work station assessment.

As always, I would like to thank the Committee members for their dedication and work.

## **COMMITTEE MEMBERS**

David Poulson, T/R Station Manager  
Pat Yatsevich, Police Captain  
Al Barlow, Maintenance Supervisor  
Jack McCartney, Highway Agent  
Bill Merrill, Fire Fighter  
Mike McGuire, Building Inspector  
Cheryl Hass, Recreation Coordinator  
Bryan Bliss, Police Officer  
Ken Whicker, Firefighter

Bruce Breton, Board of Selectmen Liaison

Respectfully submitted for the Committee,



David Poulson/Chairman

# *Historic District/Heritage Commission*

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In reviewing the past year's activities it becomes apparent that more happened than is readily recalled.

One of the most important accomplishments was finalization and passage of the Demolition Delay Ordinance. This was the culmination of the Commission's work in 2006, 2007 and 2008. The ordinance was placed on the 2008 warrant, was voted in and is now part of the Zoning and Land Use Regulations. The purpose of this ordinance is to provide the Commission the opportunity to consult with any owner who wishes to raze or perform substantial construction work on any structure within the Town that was built before 1940 or that is on the Historic Resource List. The purpose is to preserve and/or document the historic character of cultural resources of the Town. This new ordinance was used three times this year and resulted in photographic documentation of three properties.

Another noteworthy accomplishment was passage of the Stickney Cellar foundation as a Local Historic District. This Town owned property is behind the caboose at the Depot and abuts the present Depot Historic District. The stone cellar foundations clearly delineate the store and barns that were so important to the development of the train station area. The Commission felt that designation of this area as a historic district was important and the Town voters agreed.

The Commission had a small budget this year and it was put to good use by designing and erecting a new marker at the Town Center Historic District. Smaller signs have also been ordered for the individual buildings within the district. All of the local Historic Districts will eventually be marked to show their special designation.

Discussions were ongoing throughout the year with the owners of the historic homes within the new Village Center District.

The Commission would like to thank Nick Letizio for his hard work at the London Bridge Causeway. Through this important project Nick earned his Eagle Scout status. The area has been beautified and has become a spot where everyone can sit and enjoy the wonder of this 1790 structure.

Respectfully submitted for the Commission,

*Carol Pynn*

Carol Pynn/Chairman

# Highway Safety Committee

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The Highway Safety Committee, which is comprised of the Planning Director, Police and Fire Chiefs, Highway Agent, Maintenance Supervisor, and a citizens' representative, exists to promote highway safety through the use of road signage, literature, and/or educational media. The Committee accomplishes this mission in two main ways. First, we review all plans submitted to the Planning Board and comment on any issues that are related to Highway Safety such as road widths, signage, and access and egress points. Second, we review all requests from our residents and employees for such items as speed limit, stop, and yield signs, and other traffic related sign installations.

Over the course of the year, we reviewed site plans and submitted applicable comments to the Planning Board on projects such as:

- Cyr Lumber
- Dunkin Donuts
- Golden Brook Crossing
- West Shore Road
- Ledge Road Business Park

The Committee maintained its standard policy of recommending that new roads be constructed with a minimum pavement width of twenty-eight (28) feet with curbing and closed drainage systems on all applicable applications.

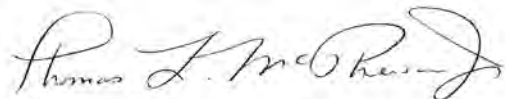
The Committee was also very active in reviewing residents' requests for signage, although to a much lesser degree than in past years as the actual requests received were very low. The Committee reviewed citizen's requests for "No Parking" on Collins Brook Road, Range Road and Colchester Road, and voted to approve these requests. Speed limit reduction requests on Westchester Road were also reviewed, as well as continuing issues with the "Right Turn" lane at the intersection of Route 111 and Wall Street.

If any one has a recommendation or request for a highway safety measure, we encourage them to submit it to us using the "Highway Safety Request Form", which may be obtained from the Town Administrator's Office. Each request received is reviewed carefully and recommendations are made to the Board of Selectmen to either approve or deny the request.

In closing, I wish to offer the Committee's continuing appreciation to the residents for their interest and involvement in Highway Safety. We are always looking for suggestions to improve the safety of Town roads and, to this end, welcome your input.

I also wish to thank the Board of Selectmen for the support they have shown the Committee in endorsing many of our recommendations. Finally, I offer my appreciation and gratitude to the members of the Highway Safety Committee for their involvement and commitment to meeting our mission.

Respectfully submitted for the Committee,



Thomas L. McPherson Jr./Chairman

# Depot Advisory Committee

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For 2008, the Windham Depot Advisory Committee continued its mission towards the refurbishment effort of this historically significant section of town.

The C-16 Caboose required little maintenance this past year, however it did benefit from a couple enhancements. Mr. Bill Dugan acquired and re-installed original walls and re-fabricated a door that surrounds the commode. This brings back the authenticity of a "critical" component required by the caboose crews.

The caboose also was the focus of an Eagle Scout project. Cliff Riendeau of Windham's Troop 263, presented the Committee with his proposal and plans to re-finish the wood floor, which was enthusiastically accepted. During several of the hottest days in August, Cliff and his father (with support from mom, Vicky) put in some grueling hours patching, sanding and applying 3 coats of polyurethane to the 75 year old floors. The results came out fantastic, as the floor looks now "shop fresh."

Tragically, I am sad to conclude the news of the project by noting that, within three weeks of the WDAC Committee accepting the project, Cliff's dad Rick passed away unexpectedly on September 25. In initial project meetings with Cliff and his parents, I knew Rick was happy Cliff was able to pick up this project for his Eagle quest, and would have been even prouder to see his son receive his Eagle. Our sincere condolences go to the Riendeau family, wife Vicky; sons Cliff and Robby.

For the building renovation effort, the Committee selected the engineering firm to handle the architectural drawings, plans, and construction management of this effort. To help start with the engineering of the project, Windham residents and professional engineers Bernie Rouillard and Phil LoChiatto, took to the nooks and crannies of the Depot and Freight buildings to create "as is" architectural drawings. Karl Dubay assisted the Committee in determining key 'selection points' when interviewing and determining an engineering firm. With this information, the WDAC interviewed 3 firms that responded to our RFP and, in November, ultimately chose DuBois and King, Inc, of Nashua for the role.

Next, we plan to release an RFP for Phase I construction by February and have construction start by May. This initial phase includes stabilization work to the infrastructure and roof and exterior work. Internal work will be included in a subsequent phase that will require additional funding. The majority of the town portion (20%) of funding for the engineering and Phase I has already been approved by the voters of Windham and included in the CIP to cover a state sponsored \$210K Transportation Grant. The Committee is open to donations, and will look to community involvement for certain phases of construction.

The Windham Depot Advisory Committee thanks the Town and community for its continued support, and those who have donated their time and materials. We look forward to the upcoming year and start of the construction effort.

Respectfully submitted for the Committee,



Mark Samsel/Chairman

# Historic Commission

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2008 has been a very exciting year for the Windham Historic Commission and the Searles School and Chapel. First, we received a \$10,000 grant from the Cogswell Benevolent Trust of Manchester for use towards a stained glass window. This grant, along with many gifts given in honor of Maria Webber at her 100<sup>th</sup> Birthday celebration, provided us with enough money to restore the first window in the West Room. Since then, two more substantial gifts have been received and a second window in that same room is now being restored.

The Windham Woman's Club generously donated a granite bench for the courtyard at the rear of the facility, which has been installed.

We appreciate the generosity of all the people who, by their donations, are transforming the Searles Building into a showplace of which Windham can be truly proud.

Maria Webber's 100<sup>th</sup> Birthday Party was spectacular! Everything was perfect - including the weather - and Maria arrived early, so as not to miss a single guest. Wouldn't it be wonderful if we all could be as amazing as this lady! Maria was a teacher in Windham, and taught at the Searles School and several others in Town. So many people attended to honor her, that it was a true testament to what a special teacher she was.

The new construction on Route 111 this year has actually proven beneficial. The visibility of the facility, especially going west, shows off the true beauty of the Searles School and Chapel. In addition, our new entrance located on Chapel Road provides a safer means of entering and exiting the property. All in all, there were very few problems during the road construction, and the NH Department of Transportation was very cooperative.

The Commission has placed two important articles on the Town Warrant for March, one of which is to conduct a septic study and design to ensure a plan is in place in the event there is a future failure. Funding for this article would come from the Searles Trust Fund.

In 2008, an awning was installed over the rear door at the facility, which will protect people from inclement weather.

In late spring of 2009, the Commission is planning to host a model train show as a fundraiser. Any train enthusiasts that are interested in being a part of this event are encouraged to let us know by contacting us at 115 Indian Rock Road. It is our hope, at this event, to have an antique appraiser on hand to evaluate attendees' old trains and toys.

The Commission would like to welcome Marilyn Bailey as our newest member and, as always, extend our thanks to Coordinator Jeanette McMahan and Maintenance Supervisor Allan Barlow and his crew for an exemplary job.

We have come a long way - and certainly there is much more to do - but it satisfying to see so many results to date.

Respectfully submitted for the Commission,

*Marion Dinsmore*

Marion Dinsmore/Chairman

# Public Relations Committee

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The PR Committee's mission is to enhance the image of Town government, gain the trust of the residents, and improve the internal morale of its workforce. To that end, we continue to upgrade and improve our educational/informational outreach program through utilizing the website, cable system, and other communication outlets.

We conducted another successful "Workforce Appreciation Day" on May 22<sup>nd</sup>; that extended a thank you to our employees for jobs well done. As part of the day's events, the Town conducted our third annual service award ceremony to acknowledge employees that meet specific years of service milestones. Recognized in 2008 were the following:

Kathleen Davis, Human Services Coordinator	25 Years
Louis Palermo, Police Officer	25
Virginia Gray, Planning and Development Secretary	20
Gregory Malisos, Police Officer	20
David Sullivan, Town Administrator	20
Carl Wagner, Police Sergeant	20
Allan Barlow, Maintenance Supervisor	10
Laura Cryts, Police Chief's Secretary	10
Edward Fedele, Police Officer	10
Eric Hildebrant, Firefighter	10
Robert Porter, Part-time Maintenance Staff	10
Ruth Robertson, Tax Collector	10
Terri Marietta, Assistant Librarian	5
Ron Preble, Part-time Building Inspector	5
Norma Ryan, Part-time Police Records Clerk	5

Because the municipal workforce serves the Windham residents, we would welcome input that may improve or enhance our governmental operations and how we serve the public. As always, I would like to thank the Committee members for their dedication and work.

## COMMITTEE MEMBERS

David Poulson, T/R Station Manager  
Cheryl Haas, Recreation Coordinator  
Wendi Devlin, Administrative Asst.

Respectfully submitted for the Committee,



David Poulson/Chairman

# *Storm Water Committee*

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Since 2003, Windham continues to monitor its Phase II storm water discharge systems within the urbanized area of Windham to comply with US EPA's Storm Water Regulation and Windham's Storm Water Management Plan. Windham submitted its fifth annual report to US EPA in May. Our Committee members continue to work on their individual program tasks to meet the requirements of our EPA permit and our Plan. This program is ongoing and a new permit will be issued every 5 years by US EPA. A new permit is expected at any time. Our Transfer/Recycling Station is under a separate 5-year permit, known as the Multi-Sector General Permit which regulates specific industrial classifications.

Members of the Storm Water Committee have been involved in ongoing meetings with NH DES, NH DOT, and other local communities on salt (chloride) issues impacting the Route 93 corridor and surrounding water resources. The Town is working with the Cobbetts Pond Improvement Association on water quality issues affecting Cobbetts Pond and its tributaries. The Town's Salt Storage Committee has recommended a new salt storage facility be built on Town-owned property off Route 111, adjacent to Transfer Station. This project will significantly reduce the potential for salt contamination due to inadequate storage.

The intent of the EPA Storm Water Regulation is to protect water resources from non-point source pollution from water runoff caused by rain or snow melt. We urge Windham residents to become involved and take personal steps to reduce and police runoff contamination within their property and the community. As always, I would like to thank the Committee members for their dedication and work.

## **COMMITTEE MEMBERS**

David Poulson, T/R Station Manager  
David Sullivan, Town Administrator  
Al Barlow, Maintenance Supervisor  
Al Turner, Planning Director  
Jack McCartney, Highway Agent

Respectfully submitted for the Committee,



David Poulson/Chairman



# Trails Committee

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As a subcommittee of the Windham Planning Board, the Trails Committee reviews and comments on subdivision and site plans under consideration by the Board. Specifically, the Committee members work to ascertain whether the properties in question encompass existing trails and what impacts, if any, the proposed development may pose.

Throughout the community, many of the old trails have historically been used year-round as a network for snowmobile enthusiasts, hikers, and the like. Gradually, as development in Windham continued to expand, access to many of these trails was lost. In efforts to preserve some semblance of the former connectivity for future trail enthusiasts, the Committee stepped forward and endeavored to work cooperatively with developers in Town. We are pleased to note that we have been very successful and fortunate to date to have established, in the vast majority of cases, a good working relationship with these developers. On behalf of the Committee, I would like to extend my thanks to each for their continuing efforts to assist in maintaining these valuable resources.

As we enter into 2009, the Trails Committee will continue to strive to make the Town of Windham a truly “livable, walkable” community; always bearing in mind its motto, “Old Values - New Horizons”.

Respectfully submitted for the Committee,

*Wayne Morris*

Wayne Morris/Chairman

# 2008 Employee Wages and Benefits

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DEPARTMENT/ NAME	POSITION	REGULAR SALARY	SHIFT DIFF'L	O.T.	HOL	** CONT SVCS	INCENT PAY	OT/HOL RECAL	OTHER	2008 TOTAL GROSS PAY	2008 BENEFITS	2008 SALARY & BENEFITS
<b><u>TOWN OFFICERS</u></b>												
Breton, Bruce	Selectmen	1,200.00	-	-	-	-	-	-	-	1,200.00	91.80	1,291.80
Hohenberger, Roger	Selectmen	1,200.00	-	-	-	-	-	-	-	1,200.00	91.80	1,291.80
Marcil, Alphonse	Trustee/ Tr Fund	350.00	-	-	-	-	-	-	-	350.00	26.78	376.78
McMahon, Charles	Selectmen	1,100.00	-	-	-	-	-	-	-	1,100.00	84.16	1,184.16
Senibaldi, Dennis	Selectmen	1,300.00	-	-	-	-	-	-	-	1,300.00	99.46	1,399.46
Skinner, Robert	Treasurer	2,500.00	-	-	-	-	-	-	-	2,500.00	191.25	2,691.25
Stearns, Galen	Selectmen	1,100.00	-	-	-	-	-	-	-	1,100.00	84.16	1,184.16
<b><u>ADMINISTRATION</u></b>												
Call, Dana	Asst TA-Finance	79,657.22	-	-	-	-	-	-	45.36	ag 79,702.58	35,728.02	115,430.60
Davis, Kathleen	HR Coordinator	54,167.04	-	76.65	-	-	870.19	-	332.88	a 55,446.76	16,839.77	72,286.53
Devlin, Wendi	Admin Assistant	49,135.11	-	4,794.21	-	-	897.86	-	7.20	a 54,834.38	28,778.85	83,613.23
Sullivan, David	Town Admin	97,741.51	-	-	-	-	862.00	-	160.00	ag 98,763.51	39,101.34	137,864.85
<b><u>INFORMATION TECH</u></b>												
DeLong, Eric	IT Director	80,016.80	-	-	-	-	779.00	-	75.60	a 80,871.40	36,045.27	116,916.67
<b><u>TOWN CLERK</u></b>												
Marotta, Maria	Asst Town Clerk	25,982.74	-	201.42	-	-	-	-	-	26,184.16	9,965.20	36,149.36
Merrill, Nicole	Deputy T Clerk	38,808.05	-	1,595.98	-	-	-	-	-	40,404.03	15,072.37	55,476.40
Tuck, Joan	Town Clerk	79,970.85	-	-	-	-	-	-	-	79,970.85	5,563.57	85,534.42
<b><u>TAX COLLECTOR</u></b>												
Hunt, Alice	Deputy Collector	32,006.51	-	2,122.46	-	-	-	-	-	34,128.97	20,978.82	55,107.79
Keefe, Elaine	Asst PT Collector	2,196.54	-	-	-	-	-	-	-	2,196.54	168.04	2,364.58
Robertson, Ruth	Tax Collector	56,154.87	-	-	-	-	-	-	83.12	ag 56,237.99	25,865.76	82,103.75

## 2008 Employee Wages and Benefits

DEPARTMENT/ NAME	POSITION	REGULAR SALARY	SHIFT DIFF'L	O.T.	HOL	**		OT/HOL RECAL	OTHER		2008	2008	2008	
						CONT SVCS	INCENT PAY				TOTAL GROSS PAY	BENEFITS	SALARY & BENEFITS	
<b><u>MAINTENANCE</u></b>														
Barlow, Allan	Maint. Director	64,681.32	-	-	-	-	-	747.50	-	4,177.33	acdgh	69,606.15	33,725.34	103,331.49
Galle, Jeffrey	Custodian	11,339.02	-	330.10	-	-	-	-	-	1,032.00	bc	12,701.12	5,838.20	18,539.32
Garabedian, Joanne	Custodian	36,853.79	-	940.19	-	-	-	-	-	400.00	c	38,193.98	14,675.98	52,869.96
Gebo, Russell*	PT Custodian	2,314.57	-	-	-	-	-	-	-	-		2,314.57	292.81	2,607.38
Lorentzen, Wendy	Custodian	32,386.27	-	2,089.83	-	-	-	-	-	4,635.70	cd	39,111.80	6,000.35	45,112.15
Montgomery, Bruce	Custodian	36,853.79	-	2,119.39	-	-	-	-	-	400.00	c	39,373.18	14,860.97	54,234.15
O'Connell, Jim	Temp PT Cust	23,022.75	-	-	-	-	-	-	-	-		23,022.75	1,761.23	24,783.98
Porter, Robert*	PT Custodian	9,742.63	-	-	-	-	-	-	-	50.00	g	9,792.63	1,238.57	11,031.20
<b><u>ELECTIONS</u></b>														
Griffin, Peter	Moderator	900.00	-	-	-	-	-	-	-	-		900.00	68.85	968.85
Johnson, Candis	Supervisor	1,375.50	-	-	-	-	-	-	-	-		1,375.50	64.44	1,439.94
Moe, Jill	Supervisor	2,096.50	-	-	-	-	-	-	-	-		2,096.50	160.38	2,256.88
Skinner, Robert	Supervisor	2,222.50	-	-	-	-	-	-	-	-		2,222.50	170.01	2,392.51
<b><u>ASSESSING</u></b>														
Norman, Rex	Assessor	80,016.80	-	-	-	-	-	702.00	-	115.92	a	80,834.72	36,039.69	116,874.41
Zins, Jennifer	Admin Asst	40,055.90	-	-	-	-	-	-	-	-		40,055.90	29,097.08	69,152.98
<b><u>POLICE</u></b>														
Bliss, Bryan	Patrolman	58,074.75	922.89	26,260.53	3,739.50	19,153.58	2,658.67	1,977.26	761.52	ac	113,548.70	37,764.00	151,312.70	
Brooks, Keith	Patrolman	21,974.40	671.66	3,433.52	1,678.60	5,007.20	-	86.54	375.00	c	33,226.92	15,930.00	49,156.92	
Caron, Michael	Sergeant	69,983.94	550.17	23,081.58	5,218.78	13,805.08	3,206.32	1,543.23	795.00	ac	118,184.10	39,182.33	157,366.43	
Clark, Daniel	Patrolman	59,720.10	573.40	22,322.65	4,298.55	9,804.91	2,738.42	1,563.52	760.08	ac	101,781.63	30,856.60	132,638.23	
Comeau, David*	Patrol/Special	35,648.40	31.96	7,123.00	1,440.81	47,061.69	-	4.46	5,454.66	ace	96,764.98	17,660.65	114,425.63	
Cryts, Laura	Secretary	39,678.73	-	547.45	-	-	-	-	50.00			40,276.18	29,136.25	69,412.43
Dzierlatka, Jason	Patrolman	42,505.11	1,210.90	13,792.31	3,219.96	22,598.90	-	491.78	382.00			84,200.96	20,508.65	104,709.61
Eddy, Nicholas	Patrolman	31,283.00	310.21	2,446.40	1,831.20	4,549.41	-	33.44	750.00			41,203.66	22,771.77	63,975.43
Fedele, Edward	Sergeant	61,110.43	2,217.12	19,411.61	4,362.16	14,434.65	2,822.30	2,030.91	818.00	acg	107,207.18	37,468.57	144,675.75	

## 2008 Employee Wages and Benefits

DEPARTMENT/ NAME	POSITION	REGULAR SALARY	SHIFT DIFF'L	O.T.	HOL	** CONT SVCS	INCENT PAY	OT/HOL RECAL	OTHER		2008 TOTAL GROSS PAY	2008 BENEFITS	2008 SALARY & BENEFITS
<b><u>POLICE CONT.</u></b>													
Ferrante, Theresa	Patrolman	27,127.18	844.94	3,745.11	2,432.10	7,085.81	-	105.01	2.52	a	41,342.67	10,052.64	51,395.31
Flynn, Jessica	Patrolman	57,955.43	440.94	13,743.19	4,136.44	15,121.78	2,658.67	974.22	758.64	ac	95,789.31	21,860.32	117,649.63
Foley, Wendy	Sergeant	62,547.21	714.11	17,600.31	4,276.60	497.12	2,963.87	1,294.37	403.80	ac	90,297.39	35,221.31	125,518.70
Landry, Brian	Patrolman	47,641.46	979.02	4,698.21	2,711.10	14,447.11	-	152.38	752.80	ac	71,382.08	32,639.52	104,021.60
Lewis, Gerald	Chief	88,233.80	-	-	-	-	666.50	-	5,433.63	acg	94,333.93	36,466.12	130,800.05
Lodise, Michael*	Patrolman	22,280.97	149.34	2,721.24	1,267.45	197.53	-	8.58	8,715.33	ace	35,340.44	9,949.15	45,289.59
Malisos, Greg*	Patrol/Special	31,877.81	462.87	13,048.84	1,471.76	39,774.81	-	112.10	485.80	acg	87,233.99	19,507.19	106,741.18
Moltenbrey, Stephen*	Patrolman	226.38	-	9.23	-	-	-	-	-	-	235.61	3.42	239.03
Newell, Heather	Prosecutor	69,496.25	-	-	-	-	-	-	21.60	a	69,517.85	20,051.66	89,569.51
Occhipinti, Chuck*	Sergeant	5,223.82	-	290.78	143.86	863.31	-	-	-	-	6,521.77	94.56	6,616.33
Palermo, Louis*	Patrol/Special	27,384.51	188.00	3,853.85	1,465.80	19,794.84	-	15.37	31,676.11	aceg	84,378.48	16,776.35	101,154.83
Record, Glenn	Sergeant	68,056.02	1,088.41	27,176.71	4,857.35	27,256.12	3,112.93	2,021.11	868.68	ac	134,437.33	41,229.89	175,667.22
Rogers, Scott	Patrolman	51,406.12	722.90	19,708.96	3,913.83	26,425.66	2,658.67	1,387.58	764.40	ac	106,988.12	37,405.35	144,393.47
Ryan, Norma	Records Clerk	26,253.15	-	-	-	-	-	-	-	-	26,253.15	3,321.09	29,574.24
Smith, Bryan	Patrolman	54,445.45	568.49	13,219.52	3,817.89	23,163.27	-	204.11	755.04	ac	96,173.77	29,816.16	125,989.93
Wagner, Carl	Sergeant	66,384.73	921.06	24,396.19	4,481.69	16,671.95	3,112.93	1,806.57	877.60	acg	118,652.72	39,132.68	157,785.40
Yatsevich, Patrick	Captain	48,310.05	-	-	-	-	700.00	-	31,324.60	acd	80,334.65	30,398.58	110,733.23
<b><u>DISPATCHING</u></b>													
Bodenrader, Brian	PT Dispatcher	16,438.80	599.39	256.22	-	-	-	-	-	-	17,294.41	1,323.06	18,617.47
Denman, Deanna	Dispatcher	42,384.40	410.45	1,919.50	2,813.15	-	-	40.06	4,038.83	cd	51,606.39	24,334.37	75,940.76
Divenuti, Eric	Dispatcher	41,358.89	486.39	9,856.17	3,116.56	-	-	152.79	400.00	c	55,370.80	17,180.86	72,551.66
Gallant, Jason	Dispatcher	46,190.60	647.97	14,498.59	3,120.31	-	-	247.43	400.00	c	65,104.90	18,825.26	83,930.16
Lelievre, Kathleen	Dispatcher	46,878.75	86.08	2,777.36	3,357.84	-	-	10.51	400.00	c	53,510.54	31,146.25	84,656.79
Sheehan, Matthew	Dispatcher	33,698.84	1,561.26	12,239.26	2,366.66	-	-	686.24	400.00	c	50,952.26	16,513.81	67,466.07

## 2008 Employee Wages and Benefits

DEPARTMENT/ NAME	POSITION	REGULAR SALARY	SHIFT DIFF'L	O.T.	HOL	** CONT SVCS	INCENT PAY	OT/HOL RECAL	OTHER		2008 TOTAL GROSS PAY	2008 BENEFITS	2008 SALARY & BENEFITS
<b><u>FIRE DEPARTMENT</u></b>													
Bagarella, Robert	Callfirefighter	604.83	-	119.51	-	-	-	-	-		724.34	55.42	779.76
Brown, James	Lieutenant	57,010.21	-	19,055.86	3,176.84	-	1,011.95	698.55	1,332.56	acf	82,285.97	22,386.18	104,672.15
Brown, William	Callfirefighter	7,341.27	-	1,994.93	-	345.78	-	-	-		9,681.98	740.73	10,422.71
Campbell, Gordon	Firefighter	50,297.91	-	27,676.37	2,802.56	2,750.26	3,174.16	2,139.33	264.40	ac	89,104.99	38,754.31	127,859.30
Curran, Joseph	Callfirefighter	1,303.14	-	362.16	-	-	-	-	-		1,665.30	127.33	1,792.63
Curtin, James	Callfirefighter	511.88	-	39.34	-	197.06	-	-	-		748.28	57.25	805.53
Decker, Lisa	Callfirefighter	7,604.21	-	3,816.00	-	928.14	-	-	-		12,348.35	944.60	13,292.95
Delaney, Scott	Lieutenant	57,010.21	-	8,738.10	2,970.91	-	4,160.25	869.58	519.20	ac	74,268.25	35,228.95	109,497.20
Demarco, Ralph	Firefighter	50,308.40	-	11,638.28	2,484.64	-	4,860.43	1,395.13	514.40	ac	71,201.28	35,590.68	106,791.96
Dubowik, Danielle	Firefighter	18,115.19	-	3,689.05	1,063.50	-	-	-	-		22,867.74	7,690.07	30,557.81
Dunn, Timothy	Lieutenant	56,440.23	-	19,799.02	2,794.63	-	2,873.28	1,173.52	516.20	ac	83,596.88	37,858.76	121,455.64
Fisher, Paul	Firefighter	17,228.92	-	771.03	1,063.50	-	-	-	2,080.00	b	21,143.45	3,969.08	25,112.53
Hildebrandt, Eric	Firefighter	50,338.86	-	26,858.33	2,666.31	788.51	3,306.41	2,054.46	557.68	acg	86,570.56	38,260.31	124,830.87
Kurgan, Gary	Firefighter	50,323.05	-	9,645.30	2,484.64	-	2,579.00	642.02	509.60	ac	66,183.61	34,719.12	100,902.73
Leuci Jr, Robert	Asst Fire Chief	75,723.64	-	-	-	-	-	-	66.60	a	75,790.24	36,797.84	112,588.08
Lundergan, Charles	Firefighter	18,150.64	-	3,556.12	1,063.50	-	-	-	-		22,770.26	7,673.17	30,443.43
McPherson, Tom	Fire Chief	87,441.11	-	-	-	-	-	-	82.80	a	87,523.91	37,836.63	125,360.54
Merrill, William	Firefighter	50,382.41	-	17,674.24	2,620.89	-	2,876.58	1,181.12	514.40	ac	75,249.64	36,347.58	111,597.22
Mistretta, Michael	Firefighter	45,161.17	-	1,878.78	2,802.56	-	2,777.39	264.67	3,205.40	acd	56,089.97	32,551.09	88,641.06
Misuraca, Charlotte	Secretary	36,743.17	-	-	-	-	-	-	2,946.00	b	39,689.17	6,745.77	46,434.94
Moltenbrey, Jay	Lieutenant	57,010.21	-	19,751.03	3,022.39	8,281.85	5,509.53	2,247.08	519.20	ac	96,341.29	40,086.04	136,427.33
Nault, Diana	Firefighter	49,411.87	-	13,505.52	2,765.16	-	1,388.69	468.30	510.80	ac	68,050.34	35,065.00	103,115.34
Norton, David	Callfirefighter	4,371.98	-	1,249.31	-	-	-	-	-		5,621.29	430.02	6,051.31
Richards, Kimberly	Callfirefighter	2,342.36	-	731.64	-	-	-	-	-		3,074.00	235.13	3,309.13
Robertson, Patrick	Firefighter	17,831.58	-	4,546.52	1,063.50	-	-	-	-		23,441.60	11,173.26	34,614.86
Savard, Scott	Firefighter	50,468.34	-	8,693.79	2,620.89	1,790.80	4,265.28	1,170.80	508.64	ac	69,518.54	35,352.15	104,870.69
Specian, Michael	Firefighter	47,486.68	-	30,213.94	2,490.24	1,232.72	1,749.16	1,271.22	507.20	ac	84,951.16	37,896.22	122,847.38
Taylor, Robert	Firefighter	50,293.36	-	16,248.20	2,711.73	51.10	1,785.46	688.66	509.60	ac	72,288.11	35,779.50	108,067.61

## 2008 Employee Wages and Benefits

DEPARTMENT/ NAME	POSITION	REGULAR SALARY	SHIFT DIFF'L	O.T.	HOL	** CONT SVCS	INCENT PAY	OT/HOL RECAL	OTHER		2008 TOTAL GROSS PAY	2008 BENEFITS	2008 SALARY & BENEFITS
<b><u>FIRE DEPARTMENT CONT.</u></b>													
Tieland, Steven	Callfirefighter	264.05	-	218.98	-	-	-	-	-		483.03	36.94	519.97
Whicker, Kenneth	Firefighter	46,301.80	-	14,164.31	2,282.99	380.76	1,841.22	699.20	502.16	ac	66,172.44	34,601.90	100,774.34
Worthington, Don	Callfirefighter	5,281.68	-	408.66	-	1,272.86	-	-	23,645.72	e	30,608.92	4,760.32	35,369.24
Zins, Scott	FF Mechanic	51,431.01	-	25,900.17	2,720.34	-	3,238.15	1,582.63	510.80	ac	85,383.10	38,057.48	123,440.58
<b><u>PLANNING/DEVELOPMENT</u></b>													
Charland, Nancy	Planning Bd Sec	21,638.03	-	13.56	-	-	-	-	-		21,651.59	2,738.90	24,390.49
Gray, Virginia	Planning Dept Sec	24,780.43	-	-	-	-	-	-	10,163.60	dg	34,944.03	20,840.08	55,784.11
Kovolyan, Patricia	ZBA/CC Sec	20,964.54	-	-	-	-	-	-	-		20,964.54	2,651.99	23,616.53
Logue, Shaun	Planner	18,673.81	-	1,017.63	-	-	-	-	238.29	ae	19,929.73	6,839.93	26,769.66
McGuire, Michael	Bldg Inspector	65,153.84	-	2,475.71	-	-	-	-	63.48	a	67,693.03	30,356.87	98,049.90
Preble, Ron	PT Bldg Inspector	28,892.55	-	-	-	-	-	-	-		28,892.55	3,654.96	32,547.51
Sciacca, Dustin	Intern	885.00	-	-	-	-	-	-	-		885.00	67.71	952.71
Turner, Alfred	Planning Director	83,081.14	-	-	-	-	748.50	-	564.32	ac	84,393.96	36,137.44	120,531.40
<b><u>SOLID WASTE</u></b>													
Bleeker, Kevin	PT Truck Driver	700.31	-	-	-	-	-	-	-		700.31	53.59	753.90
Dobson, Robert	Operator 2	47,107.01	-	2,224.29	884.70	-	-	-	420.64	ac	50,636.64	30,851.83	81,488.47
Holm, Wayne	Supervisor/Driver	52,441.38	-	1,863.98	986.68	-	-	-	427.60	ac	55,719.64	20,923.21	76,642.85
Lorentzen, Chris	Operator 1	39,417.46	-	178.99	745.39	-	-	-	400.00	c	40,741.84	29,193.33	69,935.17
Parsons, Ralph	Operator 2	42,447.57	-	262.17	802.86	-	-	-	400.00	c	43,912.60	15,662.28	59,574.88
Poulson, David	Station Manager	80,016.80	-	-	-	-	800.00	-	4,019.64	abc	84,836.44	11,464.23	96,300.67
Tarmey, Brian	Truck Driver	39,505.03	-	367.36	738.89	-	-	-	400.00	c	41,011.28	29,295.00	70,306.28
<b><u>ROADS</u></b>													
Beauchesne, Ronald	Temp Laborer	190.59	-	-	-	-	-	-	-		190.59	14.59	205.18
Cogliano, John*	Temp Laborer	8,606.72	-	1,088.46	-	-	-	-	968.14	e	10,663.32	5,878.09	16,541.41
Finch, Aaron	Temp Laborer	4,483.98	-	-	-	-	-	-	-		4,483.98	343.05	4,827.03
Gagne, Brian	Temp Laborer	5,314.47	-	-	-	-	-	-	-		5,314.47	406.54	5,721.01
Hindes, Steven	Highway Laborer	42,675.48	-	8,742.19	-	-	-	-	400.00	c	51,817.67	25,023.99	76,841.66

## 2008 Employee Wages and Benefits

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<b><u>ROADS CONT.</u></b>													
McCartney, John	Highway Agent	80,016.80	-	-	-	-	718.50	-	2,211.72	acgh	82,947.02	36,369.45	119,316.47
Stogryn, William	Temp Laborer	161.28	-	-	-	-	-	-	-	-	161.28	12.34	173.62
<b><u>ANIMAL CONTROL</u></b>													
Seifert, Alfred	AC Officer	14,106.00	-	-	-	-	-	-	-	-	14,106.00	1,079.13	15,185.13
Simpson, Michael	Deputy ACO	409.83	-	-	-	-	-	-	-	-	409.83	31.36	441.19
<b><u>RECREATION</u></b>													
Aballo, Jennifer	Beach Staff	3,798.00	-	-	-	-	-	-	-	-	3,798.00	290.52	4,088.52
Boss, Adrienne	Beach Staff	2,929.84	-	-	-	-	-	-	-	-	2,929.84	224.12	3,153.96
Bryson, Michael	Park Ranger	2,156.72	-	-	-	-	-	-	-	-	2,156.72	165.00	2,321.72
Davitt, Christopher	Beach Staff	2,922.31	-	-	-	-	-	-	-	-	2,922.31	223.55	3,145.86
Gallo, Kaela	Beach Staff	3,116.62	-	-	-	-	-	-	-	-	3,116.62	238.42	3,355.04
Gaudette, Julia	Beach Staff	2,323.71	-	-	-	-	-	-	-	-	2,323.71	177.76	2,501.47
Gebo, Russell	Function Coord	150.00	-	-	-	-	-	-	-	-	150.00	11.47	161.47
Haas, Cheryl	Recreation Coord	47,802.63	-	-	-	-	-	-	4.32	a	47,806.95	16,479.15	64,286.10
Lutz, Paul	Park Ranger	1,771.77	-	-	-	-	-	-	-	-	1,771.77	135.54	1,907.31
McMahon, Jeanette	Function Coord	5,590.00	-	-	-	-	-	-	-	-	5,590.00	427.64	6,017.64
Mednick, Alexander	Park Ranger	1,804.25	-	-	-	-	-	-	-	-	1,804.25	138.02	1,942.27
Moser, Kristin	Beach Staff	6,021.45	-	-	-	-	-	-	-	-	6,021.45	460.67	6,482.12
Paolino, Andrew	Tennis Staff	1,991.61	-	-	-	-	-	-	-	-	1,991.61	152.35	2,143.96
Samsel, Abigail	Beach Staff	4,478.30	-	-	-	-	-	-	-	-	4,478.30	342.60	4,820.90
Sansoucie, Matthew	Tennis Staff	1,779.68	-	-	-	-	-	-	-	-	1,779.68	136.15	1,915.83
Solomon, Amy	Tennis Staff	612.23	-	-	-	-	-	-	-	-	612.23	46.85	659.08
Stearns, Dwight	Beach Staff	4,600.18	-	-	-	-	-	-	-	-	4,600.18	351.90	4,952.08
<b><u>LIBRARY</u></b>													
Day, Jena	Admin Asst	42,466.61	-	415.47	-	-	-	-	-	-	42,882.08	22,812.85	65,694.93
Duve, Cathy	Library Assistant	12,803.11	-	-	-	-	-	-	-	-	12,803.11	979.43	13,782.54
Freeston, Lois	Co-Asst Director	56,868.49	-	-	-	-	-	-	118.80	a	56,987.29	26,030.14	83,017.43
Freeston, Victoria	Library Assistant	12,457.43	-	-	-	-	-	-	-	-	12,457.43	953.06	13,410.49

## 2008 Employee Wages and Benefits

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<b><u>LIBRARY CONT.</u></b>													
Frey, Karen	Children's Lib	20,360.85	-	-	-	-	-	-	-		20,360.85	1,557.57	21,918.42
Heidenblad, Carl	Library Director	76,361.73	-	-	-	-	650.00	-	992.67	ag	78,004.40	21,899.04	99,903.44
Kalenderian, Melissa	Library Assistant	1,106.00	-	-	-	-	-	-	-		1,106.00	84.57	1,190.57
Kingsley, Maureen	Library Assistant	10,683.66	-	-	-	-	-	-	-		10,683.66	817.23	11,500.89
Marietta, Terrie	Circulation Coord	44,460.66	-	496.17	-	-	-	-	5.16	a	44,961.99	15,808.75	60,770.74
Mayr, Diane	Co-Asst Director	49,759.91	-	80.14	-	-	-	-	36.12	a	49,876.17	16,695.05	66,571.22
McCue, Angela	Lead Child Lib	46,747.72	-	198.63	-	-	-	-	7.20	a	46,953.55	16,153.27	63,106.82
Miloro, Michael	Library Assistant	11,626.00	-	-	-	-	-	-	-		11,626.00	889.48	12,515.48
Montgomery, Laura	Library Assistant	9,303.94	-	-	-	-	-	-	-		9,303.94	711.87	10,015.81
Morse, Lori	Youth Svcs Spec	27,026.83	-	-	-	-	-	-	-		27,026.83	3,418.86	30,445.69
Nagle, Barbara	Library Assistant	22,703.59	-	-	-	-	-	-	-		22,703.59	1,736.85	24,440.44
Rittenhouse, Elaine	Tech Svcs Lib	51,605.47	-	-	-	-	-	-	71.28	a	51,676.75	25,123.78	76,800.53
Shea, Carolyn	Tech Svcs Lib	51,593.31	-	-	-	-	-	-	137.16	a	51,730.47	25,131.91	76,862.38
<b><u>EMERGENCY MGT</u></b>													
Horaj, Mary	EM Secretary	1,177.83	-	-	-	-	-	-	-		1,177.83	90.12	1,267.95
<b><u>CABLE</u></b>													
Sofronas, Anastacia	Cable Coord	42,746.64	-	738.43	-	-	-	-	-		43,485.07	15,799.45	59,284.52
		4,878,142.56	17,359.93	631,556.19	127,370.19	345,734.57	82,471.77	35,495.84	172,514.25		6,290,645.30	2,337,692.45	8,628,337.75

\* Individual who left employment with Town during 2007 / \* Individual who left employment with Town during 2008

\*\* Wages reflected in the Contracted Services column are fully reimbursed through payments received from outside vendors requesting these services

- a. refers to non-cash payment representing employees factored portion of their life insurance policy over \$50,000
- c. refers to taxable portion of clothing allowance
- e. refers to earn time buyout at time of termination
- g. refers to non-cash payment for taxable fringe benefits

- b. refers to payment for waiver of health insurance benefits
- d. refers to disability pay from insurance company
- f. refers to longevity pay
- h. refers to payment for taxable mileage stipend

Note: The total benefit column includes cost associated with insurances, retirement, medicare, and FICA taxes



# Vital Statistics Recorded

JANUARY 1, 2008 TO DECEMBER 31, 2008

## BIRTHS

D.O.B.	PLACE	CHILD'S NAME	PARENT(S) NAME
01/11/2008	Nashua	Jenelle Anne	Jennifer Moulton
01/16/2008	Nashua	Nolan Frances	Mark & Coleen Lynch
02/03/2008	Nashua	Sadie Bly	Damon & Kristin Miller
02/12/2008	Nashua	Edward Zafar	Edward & Sadaf Charity
02/25/2008	Nashua	Caelynn Drew	Richard & Renee Blattenberger
03/04/2008	Derry	Lukas Alexander	Alexander & Lisa Panteli
04/02/2008	Nashua	Lucy Kathryn	Brian & Kathryn Irwin
04/10/2008	Manchester	Jack Michael	Todd & Amy Steffanides
04/15/2008	Nashua	Jabril Ahmed Ashraf	Ashraf & Sally Shady Elghamraw
04/22/2008	Nashua	William Rowan	Stephen & Terri Stanley
04/23/2008	Derry	Lila Soledad	Tracy & Jennifer Carracedo
04/28/2008	Manchester	Gordon Qiyi	Hope Chik & Shuwei Liu
04/30/2008	Derry	Christopher William	Christopher & Elizabeth Nickerson
05/16/2008	Nashua	Emma Grace	Christy Hobbs
05/21/2008	Nashua	Angelo Joseph	Marc Picardi & Jaime May
05/21/2008	Nashua	Riley Kay	Marc & Donna Sawyer
05/24/2008	Derry	Ana Jean	Jason & Kristen Merrill
06/03/2008	Nashua	Andrew George	Mark & Charissa Lyons
06/10/2008	Nashua	Colton Reid	David & Holly Oliver
06/15/2008	Derry	Maya Addison	Mark & Autumn Hideriotis
06/19/2008	Manchester	Reid Patrick	Shayne & Cheryl Gendron
06/20/2008	Derry	Rudy Lee	Rudy Torres & Maria Escobar
06/24/2008	Manchester	Harper Cecelia	Hans Schulz & Christine Morris
07/20/2008	Manchester	Madison Elizabeth	Paul Marcotte & Lori Lewis
08/13/2008	Nashua	Anna Jacqueline	Jeffrey & Jessica Hynes
08/19/2008	Derry	Elliana Dezirae	William & Myrhia Juszczak
08/21/2008	Manchester	Lilian Mary	Peter & Kristina Ciarametaro
09/02/2008	Milford	Brooklyn Grace	Ryan & Juli Lemire
09/12/2008	Nashua	Lukas Hawes	Brian & Maryann Cooper
10/02/2008	Nashua	Bridget Marciana	Kevin & Jennifer Hynes
10/10/2008	Manchester	Elinor Caroline	Matthew & Michelle Vaughan
10/14/2008	Nashua	Allyson Lynn	Justin & Erin Dyer
10/14/2008	Nashua	Samuel Brogan	Daniel & Amy Kramer
10/17/2008	Derry	Zachary Jonathan	George & Lisa Martin
10/21/2008	Manchester	Ainsley Marie	Glenn & Donna Kneeland
10/27/2008	Nashua	Grace Elizabeth	Matthew & Kristin Soucy

## *Vital Statistics Recorded*

### BIRTHS CONTINUED

<b>D.O.B.</b>	<b>PLACE</b>	<b>CHILD'S NAME</b>	<b>PARENT(S) NAME</b>
10/30/2008	Manchester	Rebecca Mercedes	Carlos & Monica Buxton
11/02/2008	Manchester	Lillian Grace	Dennis & Ashley Stalter
11/03/2008	Manchester	Reagan Jeanette Christine	Travis & Lynn Blais
11/11/2008	Nashua	Nikolas Alexandros	Christopher Kean & Athanasia Triantafyllou
11/25/2008	Nashua	Jason Thomas	Nicholas Sullo & Stephanie Paone
12/15/2008	Derry	Amber Danielle	Charles & Kori Doherty
12/26/2008	Nashua	Ava Helene Jillian	Mark & Melissa Runde

### MARRIAGES

<b>DATE</b>	<b>PLACE</b>	<b>GROOM'S NAME BRIDE'S NAME</b>	<b>PLACES OF RESIDENCE</b>
01/05/2008	Windham	Michael Ryan Mary Schott	Windham NH Windham NH
01/11/2008	Windham	Steven Dirksen Leslie Blake	Windham NH Windham NH
02/07/2008	Nashua	Blake Baron Danielle St. Germain	Nashua NH Windham NH
02/16/2008	Hudson	Phillip Naffah Danielle Bellows	Windham NH Windham NH
02/29/2008	Merrimack	Patrick McClellan Kathryn Coole	Derry NH Windham NH
03/22/2008	Atkinson	Nicholas LeBlanc Tiana Delandy	Windham NH Dracut MA
04/01/2008	Warren	John Wingate Cecile Moerloos	Windham NH Woodsville NH
05/09/2008	Windham	Adam Letizio Katie Benhase	Windham NH Boston MA
05/24/2008	New Boston	William Richardson Joyce Pochily	Windham NH Windham NH
05/25/2008	Derry	Ryan Frasca Laura Clark	Derry NH Windham NH
05/31/2008	Manchester	John Kalathakis Kesia Oliveira	Windham NH Manchester NH
05/31/2008	Windham	Keith Murray Kristen Ward	Windham NH Windham NH
05/31/2008	Windham	Thiago Barosa Alena Korotkova	Quincy MA Windham NH
06/01/2008	Windham	Brian Schwing Karin Kimball	Windham NH Windham NH
06/07/2008	Manchester	Shawn Duby Jenna Emerson	Nashua NH Windham NH
06/09/2008	Windham	Kevin Brennan Christy Hobbs	Windham NH Windham NH

## *Vital Statistics Recorded*

### MARRIAGES CONTINUED

DATE	PLACE	GROOM'S NAME BRIDE'S NAME	PLACES OF RESIDENCE	
06/21/2008	Windham	Joel Parker	Newton	MA
		Brooke Coto	Windham	NH
06/26/2008	Windham	Joel Shulkin	Windham	NH
		Geiza Ferreira	Windham	NH
07/12/2008	Windham	Abraham Ortolani	Windham	NH
		Jill Cerami	Windham	NH
07/13/2008	Pelham	Neil Schneider	Windham	NH
		ShellyAnn Yee	Windham	NH
07/13/2008	Hampton	Derrick McManus	Windham	NH
		France Morasse	Windham	NH
07/19/2008	Lee	Daniel Biron	Lee	NH
		Eileen Berube	Windham	NH
07/26/2008	Manchester	Steven Mathieu	Windham	NH
		Allison Raymond	Windham	NH
08/08/2008	Windham	Jason Wing	Windham	NH
		Jennifer Sugerman	Windham	NH
08/09/2008	Portsmouth	Joshua Clanton	Windham	NH
		Julia Edmunds	New Durham	NH
08/16/2008	Hebron	Jonathan Sycamore	Windham	NH
		Jocelyn Leary	Windham	NH
08/22/2008	Windham	Joseph Ward	Windham	NH
		Meredith Terry	Windham	NH
08/23/2008	Moultonborough	James Harvey	Windham	NH
		Alicia Gordon	Windham	NH
08/23/2008	Gilford	Joshua Manning	Windham	NH
		Jillian Santafe	Windham	NH
09/22/2008	Atkinson	Roscoe Robinson	Windham	NH
		Latangela Robinson	Windham	NH
10/01/2008	Windham	Richard Konzelmann	Windham	NH
		Parichart Sujit	Windham	NH
10/04/2008	Windham	Keith Parlee	Windham	NH
		Sharon Cardinale	Windham	NH
10/10/2008	Windham	Timothy Saley	Windham	NH
		Dena Beauchesne	Windham	NH
10/11/2008	Windham	Robert Murray	Windham	NH
		Crystal Raadmae	Windham	NH
10/11/2008	Windham	William Keyes	Wells	ME
		Alicia Richards	Windham	NH
10/17/2008	Windham	Sean Greenwood	Windham	NH
		Colleen Keenan	Windham	NH
10/18/2008	Windham	Brian Freeman	Windham	NH
		Maureen Freeman	Windham	NH
10/18/2008	Rye	Vincent Costa	Windham	NH
		Kailyn Gosselin	Boston	MA
11/20/2008	Windham	Thomas Hansen	Windham	NH
		Pamela Abreu	Windham	NH

## *Vital Statistics Recorded*

11/22/2008	Windham	Richard Nadeau	Windham	NH
		Jerilyn Nunes Mulkey	Windham	NH
12/06/2006	Windham	Matthew MacLean	Windham	NH
		Christine Ouellette	Londonderry	NH

### DEATHS

DATE	DECEDENT'S NAME	PLACE OF DEATH	PARENT(S) NAMES
01/11/2008	Louis Oliveri	Derry	Ettore Oliveri & Faustina Simone
01/12/2008	Kathleen Bachand	Merrimack	Harry Bernhard & Mary Breen
01/14/2008	Mary Hynes	Manchester	Robert Meehan & Catherine Connolly
02/06/2008	Bernard McCabe	Manchester	Bernard McCabe & Sabina Sheridan
02/13/2008	Leo Trotochaud, Jr.	Derry	Leo Trotochaud, Sr. & Mary York
02/14/2008	Edith Hazelton	Derry	Joseph Potter & Marguerite Berry
02/15/2008	Patricia Lukosius	Derry	Jonas Normant & Petronella Vaisvilas
02/15/2008	Elizabeth Wilder	Windham	James Nestor & Norma Durgin
02/29/2008	Pauline Chabot	Derry	William Chabot & Clara Gauthier
03/06/2008	Evelyn Hamm	Windham	Larie Prokey & Ethel Banfill
03/07/2008	Sandra Goss	Windham	Elmer Goss & Bernice Minkstein
03/10/2008	Ronald Casagrande	Windham	Joseph Casagrande & Cloe Liatti
03/10/2008	Doris Dubois	Windham	Albert Feugill & Agnes Morell
03/13/2008	Herbert Crucius	Salem	Otto Crucius & Anna Froehlich
03/13/2008	William Nicoll	Windham	Geoffrey Nicoll & Celia Reynolds
03/16/2008	Joseph Constant	Windham	Ernest Constant & Alexina Lavoie
03/25/2008	Richard Gerstenberger	Windham	Walter Gerstenberger & Rose Hoellrich
04/02/2008	Lucile Despres	Windham	Jean-Baptiste Gaillardetz & Alma Vincent
04/06/2008	Leonard Tibbetts	Derry	Byron Tibbetts & Annie Sawyer
04/07/2008	Robert Rondeau	Windham	William Rondeau & Florida Garneau

## *Vital Statistics Recorded*

### DEATHS CONTINUED

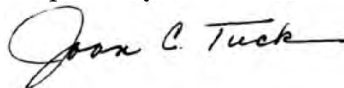
<b>DATE</b>	<b>DECEDENT'S NAME</b>	<b>PLACE OF DEATH</b>	<b>PARENT(S)' NAMES</b>
04/23/2008	Joanna Miller	Derry	George Kilroy & Mary McCarthy
04/25/2008	Elizabeth Boehler	Windham	Rudolf Schidlewski & Anna Burmester
04/28/2008	Germaine Pilotte	Windham	Ferdinand Villemure & Rose Anna Lussier
05/06/2008	Salvatore Pacifico	Derry	Bernadino Pacifico & Anna Doiron
05/08/2008	Elizabeth Price	Windham	Timothy O'Neil & Margaret Ford
05/15/2008	Rita Clegg	Bedford	James Mahan & Agnes Caulkins
05/26/2008	David Martin	Raymond	Denis Martin & Monique Pelletier
06/13/2008	Michael Roche	Windham	William Roche & Josephine Magurio
06/17/2008	Phyllis Czernicki	Windham	Vincent Ciesluk & Mary Makulski
06/20/2008	Eleanor Lenzen	Windham	Robert Copeland & Annie Rand
06/22/2008	Priscilla Desrochers	Windham	Alfred Cote & Elizabeth Grimard
07/16/2008	Joan Hardiman	Windham	John Breen & Mary Sullivan
08/12/2008	Emily Sleeper	Windham	Warren Town & Rachel Young
08/21/2008	John Spaziano	Windham	John Spaziano & Mary Rossi
08/24/2008	Alfred Smilgis	Windham	Joseph Smilgis & Anna Daili
08/28/2008	Ronald Lanza	Nashua	Paul Lanza & Mary Macaluso
09/08/2008	Virginia Stanton	Derry	John Stanton & Margaret Benson
09/09/2008	Esther Norton	Derry	William Norton & Ellen Denning
09/11/2008	Clifford Bullock	Windham	Hayward Bullock & Clare Elliott
09/13/2008	Mary Hilton	Windham	Frances Whipple & Clara Hoyle
09/18/2008	Alan Burbank	Derry	Benjamin Burbank & Kathryn Steinberg
09/25/2008	Richard Riendeau	Derry	Richard Riendeau & Judith Delorge
09/27/2008	William Chase	Salem	Frederick Chase & Carmelle Tordiglione

## Vital Statistics Recorded

### DEATHS CONTINUED

DATE	DECEDENT'S NAME	PLACE OF DEATH	PARENT(S)' NAMES
10/28/2008	Patricia LaPointe	Derry	Harry Whalen & Catherine Foley
10/29/2008	Dianne Dickson	Windham	Stephen Loguerico & Josephine DePietro
10/29/2008	Lucille Gile	Derry	Joseph Chamberlain & Maria Jarbeau
10/31/2008	Roger Kinhart	Merrimack	Walter Kinhart & Allie Kegley
11/08/2008	Paul Storin	Windham	George Storin & Ellen Touhy
11/16/2008	Shirley Namay	Windham	Thomas Gallagher & Lillian Wotton
11/18/2008	Walter Colbert	Windham	John Colbert & Shirley Ruddy
11/21/2008	Evelyn Morley	Derry	John Malvin & Eva McConihe
11/21/2008	Angelina DeNuccio	Windham	Agustino Piantidosi & Rose Quinto
11/22/2008	Diane Mahoney	Windham	John Whyte & Doris McDermod
11/26/2008	Paul Shwab	Derry	John Shwab & Mary Skryptko
11/29/2008	Walter Koontz	Derry	Sam Koontz & Sarah Bratton
12/09/2008	Richard Peabody	Derry	Harold Peabody & Susan Yonko
12/20/2008	Charlotte Winward	Salem	Thomas Burke & Mabel Brown
12/22/2008	Clifford Miller	Windham	Floyd Miller & Thelma Clow
12/23/2008	Eleanor Lawlor	Nashua	Alfred Roberge & Ellen Sullivan
12/25/2008	Hannelore Hinman	Concord	Gerhard Obst & Katharina Haberberger
12/27/2008	Frederick Tinkham	Derry	Fred Tinkham & Virgie Burlingame
12/29/2008	Dorothy Tucci	Derry	Harold Petty & Blanche Sanborn
12/31/2008	Michael Hardy	Manchester	Basil Hardy & Tess Carmichael

Respectfully submitted,



Joan C. Tuck/Town Clerk

# American Legion Post 109

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The Wilbur E. Tarbell Post #109 was organized after the Second World War, and its charter meeting held on March 15, 1951. On May 7, 1956, the post was officially incorporated and the name chosen in memory of Wilbur E. Tarbell. Mr. Tarbell, son of Mr. and Mrs. Maurice Tarbell, was the Town of Windham's only casualty of WWII. Although a building for the Post was erected shortly after its incorporation, located adjacent to the Presbyterian Church, interest subsequently waned and the property was sold.

The Post did eventually, however, become active again and currently continues to meet monthly at the Town Hall. Annual Post activities include:

- Memorial Day Parade
- Veterans' Day observance in November together with the Windham schools
- Coordinating three (3) annual Blood Drives with the American Red Cross regional office in Manchester
- Support of the local Thanksgiving program
- Maintain an ongoing participation with both active and retired military affairs and family involvement.

The Post invites you to join us and become acquainted with our activities in our community. For further information, please contact the Board of Selectmen's Office.

**GOD BLESS AMERICA**

Respectfully submitted,

*Mort Pearlman*

Mort Pearlman/Post Commander

# Boy Scout Troop 266

---

Windham's Boy Scout Troop 266 was founded in 1949. For over fifty years, the Troop has been active in the community, teaching the sons of Windham the timeless values of scouting, including citizenship, leadership, and personal fitness. We teach these values through an intensive outdoor program, advancement, and community service. The Troop is sponsored by the Windham Parent Teacher Association.

As in past years, the Troop has been very active. We have participated in regional activities involving many other Troops, including District events drawing Scouts from the 5 towns of Salem, Derry, Londonderry, Windham, and Pelham. Events included Encampment Weekend in the spring and the Lumberjack Camporee in the fall. We also took a number of boys up to Lake Umbagog for a canoe trip over several days. Other events included overnight camp outs and indoor rock climbing.

Most activities are geared towards training, improving the Scout's skills, and advancement, while others are just for fun. The boys are responsible for planning the events, running them, and planning and executing the meals. They do this with the support of the Scoutmaster and his assistants, as well as the help of their parents. For the coming months, we are planning indoor rock climbing, camping, a bicycling trip, and preparing to return to summer camp at Griswold Scout Reservation.

Advancement is a cornerstone of the Scouting program. It provides motivation for the boys and is a yardstick of their progression and mastery of skills, such as first aid, map reading and compass use, knot tying, and camping skills. It is measured through ranks and merit badges, culminating with the achievement of Eagle Scout. The rank of Eagle is universally recognized as a mark of leadership and accomplishment. Over the past year, the Troop has successfully advanced more than 50% of the boys at least one rank and graduated 5 new Eagle Scouts (bringing the total for the Troop to 76).

The Troop is also a resource for the community. We support the annual Christmas Tree Lighting and Easter Egg Hunt events. Each Eagle project is also designed to give back to the community, including improvement projects at the cemetery, developing local campgrounds, improving town recreation areas such as the rail trail, and restoring town historic locations.

Membership in Windham Boy Scout Troop 266 is open to any boy age 11 (or having completed the fifth grade) to age 18. We meet weekly during the school year on Thursdays at 7:30 PM in the Center School cafetorium. More information and pictures of Troop outings can be found at the Troop website: <http://www.troop266.org/>

Respectively submitted,

**Steve Pierson**

Steve Pierson/Scoutmaster



# *Cooperative Alliance for Regional Transportation*

The Cooperative Alliance for Regional Transportation (CART), a regional public transportation agency established by the legislature in 2005, provides demand-response curb to curb transportation and operates in eight communities within the Greater Derry-Salem area of Rockingham County. The CART region includes the towns of Chester, Derry, Danville, Hampstead, Londonderry, Salem, Sandown and Windham.

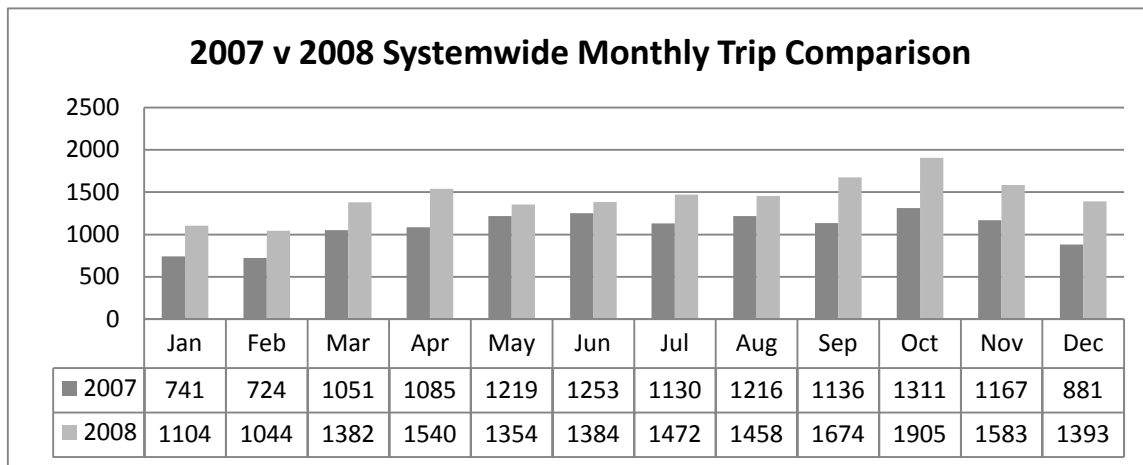
Funding for CART is through a combination of federal, municipal and private sector dollars. Federal Transit Administration (FTA) grants cover approximately 50% of CART's operating expenses. Non-federal matching funds come from a combination of grants received from the Endowment for Health, Heritage United Way, New Hampshire Charitable Foundation, and the municipalities in which the service operates.

Anyone can use CART and, for a base fare of \$2.00 per one-way trip, can travel anywhere in the eight community service areas and, additionally, to Plaistow any weekday and to seven (7) out of region medical facilities on certain days of the week:

Tues & Thurs to Manchester: Elliot Hospital, Dartmouth-Hitchcock, Catholic Medical Ctr.  
 Monday to Haverhill: Pawtucket Medical Center and Merrimack Valley Hospital  
 Friday: Holy Family Hospital (Methuen, MA) and Lawrence General (Lawrence, MA)

CART's hours of operation run Monday through Friday, 8:00 a.m. to 5:00 p.m., and passengers are asked to schedule their trip at least 24 hours in advance by contacting the CART call center at 603-434-3569. CART does not provide weekend or holiday service.

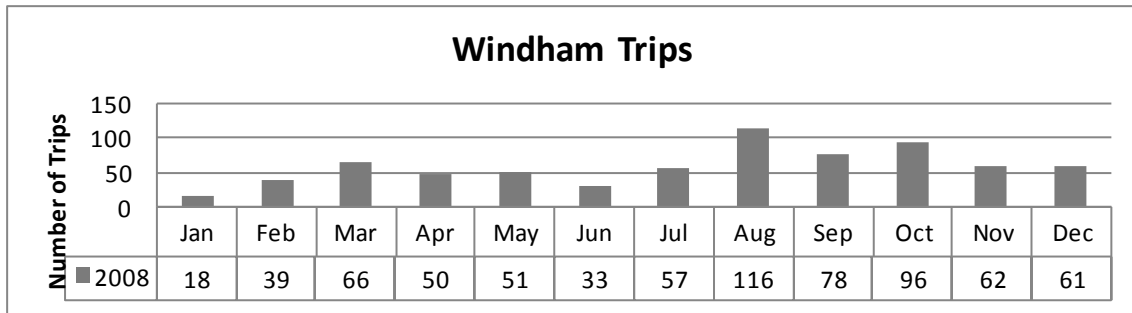
2008 was a very productive and busy year. CART experienced a 34% increase in ridership, providing 17,293 trips and logging in 224,200 service miles; the revenue service vehicle fleet was expanded to bring into service a larger capacity vehicle while maintaining 100% of the fleet with wheelchair lift equipped vehicles; and a customer satisfaction survey was launched during the year's end to identify customer needs, desired service destinations and obtain overall feedback on service from the passengers who use the system.



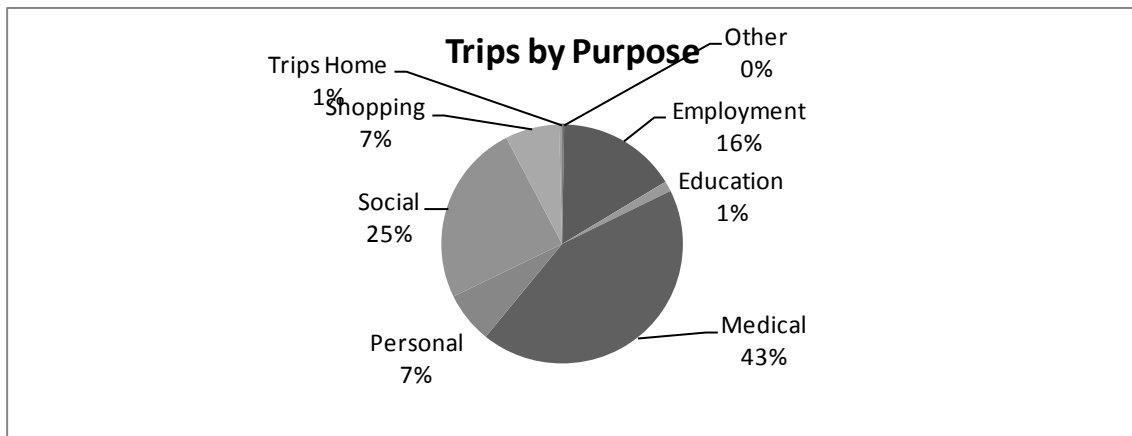
# Cooperative Alliance for Regional Transportation

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Service for Windham residents experienced a 49% increase in ridership with the provision of 727 trips.



Windham passenger growth also increased 63%, with the year beginning at 44 Windham passengers in the customer data base, and finishing with 72 Windham passengers. Although trip purposes vary from town to town the predominant uses for CART by the general population that it serves it serves is for medical, social and employment purposes. The following chart depicts transportation purpose by Windham residents.



CART is very optimistic moving into 2009, and will look toward maintaining a firm foundation for growth through improved service, expanded service destinations, fleet expansion and better communication with passengers and the towns it serves.

Respectfully submitted,  
**Lee Maloney**  
 Lee Maloney/Executive Director

# Helping Hands, Inc.

---

**ORGANIZATION MISSION:** Windham's Helping Hands, Inc. is a non-profit organization that was established in 2003 by a group of volunteers dedicated to helping seniors and families in Windham. The creation of Windham's Helping Hands (WHH) represents a combined town-wide effort to ensure that all families who may need our assistance are identified and helped in the most confidential manner. WHH works to: (1) Create and encourage a positive educational experience through self esteem building by collecting new school clothing and supplies through our "Back-to-School" Clothing drive; (2) Arrange Thanksgiving Baskets for families; (3) Coordinate the various "giving trees" and toy drives town-wide to ensure that all Windham Families enjoy the holiday season; (4) Provide "Baskets for our seniors"; (5) Develop relationships with Windham businesses who can contribute to our goals; (6) Provide ongoing support for these families through community donations; and (7) Work closely with all school staff members and Human Services to identify areas of need.

**PROFILE OF THE ORGANIZATION:** Windham's Helping Hands is a non-profit organization run by a Board of Directors. Our board is comprised of volunteers from our town's police and fire departments, school counselors, staff members, the town's Human Resource Coordinator, and caring community members.

Our work and involvement in the community affords us the opportunity to continually work with other groups in the community. This encompasses the school staff members, local clubs and church groups, the library staff, the Police and Fire departments, as well as town employees. Over the years these people have and continue to provide support.

The Senior Services Division of WHH continues to make significant strides by providing activities for seniors. We are continuing to identify and provide assistance to seniors in need.

## **2008 Highlights:**

- Partnering with Common Man Restaurant for our fundraising
- Teaming up with the Windham Christmas Association to provide Holiday Food Baskets
- Continuing to provide assistance to families in Windham
- Visits to McAuley Commons and Francis Warde Center

Windham Helping Hands is available throughout the year for children, families and seniors. We have a variety of resources and can respond to many varying situations. If you wish to contact us please call Kathy Davis at 432-7732, Julie Lichtmann at 898-9586 or Sally Hunt at 898-9586. All requests are confidential.

If you would like to make a difference for a local family, you may send a donation to: **Windham's Helping Hands, P.O. Box 4073, Windham, NH 03087**

Respectfully submitted for the Executive Board,

*Julie Lichtmann*

*Sally Hunt*

Co-Presidents, 2008-2009

# Lions Club



The Windham Lions Club was organized on December 2, 1969 and chartered on January 24<sup>th</sup>, 1970. The Windham Lions are part of the International Association of Lions Clubs, which is the world's largest service organization with over 1.3 million members 205 countries and geographic areas. Lions Club members give their time, skills and resources to raise funds for charitable giving both in their communities, nationally and internationally. Lions Clubs are not social clubs, although there are social benefits to membership. The Lions Motto is WE SERVE.

## Local Windham Service Projects this year include:

- **Scholarships**

- a) **Merrill Greeley Memorial Scholarship** - \$2000 (\$500 per year for four years),  
For Windham student with good scholastic background, financial need and values civic and volunteer service activities. Current recipients:

*Rita Holak, Sarah Strauss,  
Brendan Kelly Danial Goodwin*

- b) **Dave Dunn Memorial Scholarship** - \$500

For Windham student with good scholastic background, financial need and values outdoor and environmental activities. Current recipient:

*Lindsey Ventola*

- c) **Two Jeffrey P. Shaw Memorial Scholarships**, \$1000 each

One for a Windham student and the second for a Pinkerton Academy student, each with good scholastic background, financial need and who demonstrate both a genuine desire to pursue a degree in engineering and the willingness to share know gain with others. Current recipients:

*John Baggett Danial Goodwin*

- **Recognition of Windham Middle School 2008 Graduates**

Outstanding Effort Female: *Adina Trager* Drama: *Jake Simard*  
Outstanding Effort Male: *Travis Sanders* Writing: *Natalyia Tansanov*  
Public Speaking: *Tannishtha Prananic*

- ***Other Local Activities include:***

- Windham Middle School Camp Bourndale campership, • Children's Halloween Party, • Monthly support and \$1000 Holiday donation to Shepherd's Pantry' • Christmas Caroling to shut-ins' • Toy Collection for Windham Helpings' • Operation KidSight (Eye Testing of Pre-School children)' • Donation of eye-exams and glasses to local residences' • Partial payments of medical expenses and hearing aids' • Donations and Support of NH/ME Blind Bowler's Tournament held in Nashua, NH, • Collection of used eyeglasses which were donated either directly to a Lion or through one of the collection boxes at the Windham Transfer Station or the Nesmith Library, and • Adopt-A-Highway on Rte 111.

## New Hampshire District Level Projects this year have included:

Donations to the NH Lions Sight and Hearing Foundation, the FIDELCO Foundation or Seeing Eye Dogs for a New Hampshire residents, and Financial and Volunteer Support to NH Lions Camp Pride on Merry Meeting Lake, New Durham, New Hampshire - a Camp for Special Needs Children & Adults and Camp Carefree - a Camp for Children with Diabetes.

## *Lions Club*

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### *Lions International Projects include:*

*Campaign Sight First II*, which raised \$200 million over the past 3 years, for continuing a blindness prevention program that aims to eliminate preventable and reversible blindness worldwide. More than \$100 million will be used to support programs that control and eliminate the major causes of blindness, such as cataracts, trachoma and river blindness. An additional \$50 million will fund projects that combat emerging threats to sight, such as low vision, glaucoma and diabetic retinopathy. The remaining \$50 million will be used to provide "Vision for All" by supporting research and by enhancing outreach programs for vulnerable populations in developed countries and rehabilitation efforts and education for those already blind.

Other projects include • The establishment and operation of a *majority of the world's eye banks*, resulting in approximately 10,000 sight-restoring corneal transplants every year; • The development and implementation of the *Lions-Quest* life-skills curricula, which have provided millions of young people with the skills to make responsible decisions to refuse drugs, alcohol, tobacco and other threats to a healthy future; • *Hospitals*, • *Clinics*, • *Playgrounds, parks and thousand of facilities* that enhance day-to-day life in our communities; • *Services to the blind*, including *dog guides, white canes*, and a wide variety of employment opportunities and vocational training, • *Immediate disaster relief* and support for rebuilding efforts; • The sponsorship of *Leo clubs* and participation of young adults in youth exchanges and international youth camps • *Diabetes Awareness; and the Lions Club International Foundation*

### **Windham Fund-raisers include:**

Our annual Reverse Benefit Raffle, Christmas Wreaths Sales, Food Concessions at Town Events, Lions Candy Sales and our recent 52 Week Raffle. *Windham Lions need your continued support in these trying times. The Windham Lions Club would like to thank all of the businesses and individuals who have donated their time and their financial support to help the Windham Lions make our efforts successful.*

### **Who Are the Lions?**

Lions are men and women volunteers who are serious about their commitment to humanitarian service and believe that by working together they will accomplish far more than would be possible as individuals. Lions dedicate part of their free time to help other people all over the world and try to make their own communities a better place to live.

### **Membership Benefits and Rewards include:**

The real satisfaction that comes from helping others; a chance to fulfill one's responsibility to society and to fellow man; the opportunity to share in the growth of the community; pride of accomplishment of worthwhile goals; the camaraderie shared with fellow Lions and Membership in the World's Largest Service Club Organization.

The Windham Lions meet at 7 PM every 1<sup>st</sup> and 3<sup>rd</sup> Wednesday at the Windham Senior Center. The Club's goals for 2009 are to continue - with our 40<sup>th</sup> year of Service to Mankind. New members are needed and visitors are always welcome. If anyone needs any of the services offered by the Lions or for additional information, please contact a local Lion or King Lion Bill Brown at 432-9419, or mail Windham Lions Club, Box 312 Windham, NH 03087 and check out our website for our current activities - [www.windhamlions.org](http://www.windhamlions.org).

Respectfully submitted,

***Frederick Linnemann***

Charter Member and Publicity Chairman

# Rail Trail Alliance

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Founded in 2004, the Windham Rail Trail Alliance is dedicated to the development and management of this section of trail as a paved rail trail that is part of the planned Salem to Concord Rail Trail.

The highlight of the year was the application of the finish coat of asphalt in May 2009 by Tate Bros. Construction, which provides for a very smooth ride. The work was done just prior to the first annual "Flat n' Fast" 5k road race held on June 1. Sponsored by Cyr Lumber, 156 runners and walkers participated in the race. Overall winner was Casey Carroll with a time of 16:07 and women's winner was Kate Farrell with a time of 20:33. With the success of our first race, we will plan for a 2nd race in June 2009, anticipating more runners and an even more exciting event.

Also this year was the completion of an Eagle Scout Project by Jon Tomer, a member of Troop 266. Jon designed and led the development of fencing at the sheep fold. Prior to his project, safety was a concern as there was no protection from the 10 foot drop from the trail to the passageway. The railing is a very attractive addition to the trail, and provides needed safety. At the conclusion of 2008, two additional Eagle Scout projects are currently in development. We see the trail as fostering several Eagle Scout projects in the near future, and are proud to offer such opportunities.

Approximately 250 hours were spent on maintenance by several individuals on brush cutting, trash removal, removing downed trees and the critical chore of clearing the trail and drainage cuts of leaves. We held a successful trail clean up day in April, which we will repeat in 2009. The WRTA also continues its support planned renovation of Windham Depot project, assisting in those efforts.

For trail development plans, we continue to provide assistance to the Derry Rail Trail Alliance for the development of 2 miles of trail that will connect the Windham Rail Trail to downtown Derry. The Derry Town Council appropriated \$220K in February for trail development costs and, with additional fundraising, anticipates construction to start in summer of 2009. Mr. Peter Zhodi has graciously volunteered engineering for that project. For the Windham trail, we look to start engineering and fundraising on the .5 mile section that remains from Roulston Road to Range Road, which will conclude trail development for us.

The WRTA is active in the formation of a State wide organization of rail trail groups and is looked upon as the benchmark for a paved trail development effort. This was confirmed in a book released in 2008 written by a New Hampshire rail trail expert, Dr. Charles Martin in his book, "New Hampshire Rail Trails." The Windham Rail Trail received 5 stars for both "Scenery and Condition" benchmarks - only 2 of 41 rail trails rated in the state with that high a designation!

As always, the Windham Rail Trail Alliance is thankful for the support and kind words from town officials and administrative team, Windham residents and non-residents alike, and will continue to complete our vision to set this trail as the standard for the continuance of the Salem to Concord Rail Trail.

Respectfully submitted for the Alliance,

Mark Samsel/Chairman

# *Seniors, Inc.*

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During 2008, the Senior Center continued to be a hub of activity for not only the senior population, but the building was also home to several groups that meet there regularly. The Cub Scouts, Brownies, Toastmasters and Lions continue to utilize the facility, along with Cheryl Haas for several of her varied recreation activities. In addition to the activities Cheryl organizes for youth, she also offers chair yoga and line dancing that many seniors enjoy on Tuesday and Thursday mornings. Many seniors enjoy Cheryl's bus trips to Foxwoods for a day of entertainment.

The seniors share meals with each other on Tuesdays and Thursdays at noon. Our friendly driver, Gary Lenox, delivers the food hot from Maine on those days, as a result of our connection with Rockingham Nutrition Meals on Wheels. This year RNMOW celebrated 30 years of service to those in need of this kind of connection.

The membership holds a monthly business meeting on the last Wednesday of the month except for the months of December, July and August. Each June new officers are elected. In June 2008, the following were elected by their fellow members to serve for the ensuing year.

Barbara Coish, President  
Eldon Haegle, Vice President  
Thomas Case, Treasurer  
Lillian Peabody, Secretary  
Peg Stopyra, Chaplain  
Susan Corcoran, Correspondence

We wish to thank Elizabeth Williams for her service as treasurer over the past 12 years. Bette was conscientious in her duty and kept clear and accurate records for the senior membership.

During the monthly meetings, the nurse from Rockingham Visiting Nurses and Hospice (RVNA) is in attendance to do blood pressure checks and health screenings for those who wish this service. Last year, the RVNA applied for and received a grant from the Alexander Eastman Foundation to help expand their services. As part of the grant, our center received some direct benefits. The nurse who visits monthly to do the health checks has been supplied with a new blood pressure monitor, new scales for checking weights and our center has been given a wall display to hold flyers and health related posters. Also during the monthly visit by the nurse, a foot clinic is held. Appointments must be made in advance to take part in this clinic. The flu clinic was held on November 10 and just short of 100 folks took advantage of the clinic to receive their vaccine.

This year the Town of Windham and the Windham School District high school project combined their resources to purchase defibrillators (AEDs). This joint effort allowed the purchase of these life saving devices for a more than reasonable total cost. In order to assure that enough AEDs were available for the Town buildings, the Seniors Inc. funded half the cost for an AED, which is now installed in the center.

## *Seniors, Inc.*

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Our members and friends from Hadleigh Woods made a donation of a Wii system to the Senior Center. The membership is very pleased and grateful for this donation, which will add to the entertainment of the group. The challenge is to get the seniors comfortable with today's technology.

Two of our members have reached a milestone not attained by many. Maria Webber (August) and Iola Zins (October), each reached the age of 100 and each one celebrated with family and the community. In addition, a long time member Grace Troiano turned 99 in October and celebrated that milestone with her family.

As usual the senior population of the entire town enjoyed the cookout in July organized by Cheryl Haas, with the support of all town employees and elected officials. The seniors appreciate all who helped Cheryl during this day of feasting and entertainment.

At the annual town sponsored Christmas party on December 10, 2008 at Castleton, Kuniko "Cookie" Belansky was named the Senior Angel for 2008 in recognition of her many acts of volunteerism to the Senior Center. She is the 10th recipient of this award following Tom Case, Barbara Fedorchuk, Iola Zins, Warren Martin, Dot Just, Barbara Erickson, Shirley Pivovar, Virginia Raumikaitis and Elizabeth Williams.

As always, we extend an invitation to all seniors to join us at the center at any time. We have great fun and fellowship.

Respectfully submitted,



Barbara A. Coish/President



# *Sister City Committee*

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The majority of 2008 was fairly quiet for the Sister City Committee. Aside from keeping in touch with our friends in Suzdal by phone and email there was no exchange until the week of December 26, 2008 to January 4, 2009. At that time, John Breda and Barbara Coish traveled to Suzdal. During the visit, monetary donations from the Town of Windham (\$500.) and the Windham Presbyterian Church (\$1000.) were delivered to the orphanages #3 and #5. Upon arrival in Suzdal, it was discovered that the children in the two orphanages had been combined into one building. At this time Orphanage #5 is being remodeled and in the future that building will be again utilized for the children.

A similar decision as last year was made in regard to our monetary donations. The money available was divided and half donated to the hospital in order to continue renovations there. We were able to see the room, which had been remodeled last year with our donation dollars. A newborn baby girl and mother were there in that room when I visited. A sign was on the wall that states the room was remodeled with donations from Windham, New Hampshire.

This was the first time that any visitors from Windham were in Suzdal to celebrate the arrival of the New Year. It was very interesting to share the celebration with friends. The evening began with a family meal around 10PM followed by a televised announcement of the New Year arrival by the Russian President. After midnight the sky was filled with the light of fire works and the sounds resounded for hours. Gifts such as we might share on Christmas were given after midnight. There was basically one gift for each personally presented by the giver, who expressed good wishes while directly addressing the recipient of the gift. It was a wonderful evening of New Year excitement and gift giving rolled into one. Even Ded Moroz and the Snow Maiden made a visit to the home where our celebration was happening. The religious holiday of Christmas is celebrated on January 6.

A highlight of our visit was an afternoon meeting and meal with the majority of the students who visited Windham in November 2007. It was wonderful to see them again, to see their growth and to share memories with them. They were all anxious, to hear about their Windham host families and expressed the wish for their hosts the visit them in Suzdal.

Once again we carried a duffle full of fabric and quilting supplies to the quilters of the Suzdal Swatch. The women shared about the exhibitions in which they had won many medals for their work. All of the women had made a lunch from their favorite recipes, which we enjoyed together.

A holiday concert for children was presented in the Cultural Center and we enjoyed the singing and dancing as much as the children in the audience. The talent displayed by the youth of Suzdal is amazing and much of the concert represented Russian traditions, which are being expressed beautifully by the young singers and dancers.

As always the political meetings occurred with the Administration of Suzdal and the Administration of the Suzdal Region (Ryon). Gifts were shared with each and news of the recent events under each town's responsibility were discussed. Several books in English were delivered to the library there and we learned that many of the books we donate are always in circulation with the local readers. A letter, which follows this report, was sent to Town Administrator David Sullivan with greetings and an invitation for additional Windham residents to visit Suzdal in the future.

## *Sister City Committee*

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Suzdal is a museum town and is a vacation destination for many Russians, as well as many visitors from around the world. Economic development has happened in Suzdal, evidenced by the number of hotels that have been built in the past five years. Now there are 47 hotels (not counting bed and breakfast places) and 30 churches in the town; compared to the one tourist center and 30 churches that were present when we first began our visits in the early 90's. Our hope is that this expansion can be fully utilized and the town will continue to flourish economically.

John and I plan to make one or two more visits to Suzdal in 2009. We encourage anyone who wishes to travel there with us to seriously consider doing so. It is important to remember however, that it takes time for invitations to be received and for visas to be issued. Traveling to Russia is wonderful but it takes serious planning ahead.

Respectfully submitted for the Committee,



Barbara A. Coish/Chairman

# Woman's Club

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Organized in 1911, the Windham Woman's Club just completed its 97th year of service to the community. 2008 was a very busy year for the WWC. Our various fundraisers provided money for scholarships and other donations within our own community, as well as, statewide and international donations. The 2008 political year gave us the opportunity to sell baked goods and other items at four elections. In the fall we sold a new ornament, The 1808 Webber House, commemorating the Windham landmark which was 200 years old this year. We held our annual yard sale in April and had a booth at the Harvest Festival in October. These fundraisers helped provide funds for our donations to three school libraries, two middle school awards, one student tuition to Camp Bournedale, and teacher appreciation trays at three schools. College scholarships were awarded to two Windham students, and a contribution was made to "Maria's Window" at Searles School in honor of our member, Maria Webber, who celebrated her 100th birthday in 2008. We gave to Shepherd's Pantry and helped to provide Thanksgiving baskets and holiday gifts to Windham families. We also contributed funds to various other organizations, including Nobody's Children and Heifer International.

Our members made monthly visits to the Veteran's Hospital in Manchester. We also hosted a June picnic for the veterans and made a special holiday visit with gifts for them. The annual Baby Shower in May contributed clothing and other supplies to Our Place in Manchester for young parents in need. Two Coat Drives in October and November provided warmth to many local residents. The community was very generous with donations in support of the Baby Shower, Coat Drives, and the Yard Sale. Our 12th annual Candidates Night in February afforded those running for office in Windham a chance to speak and be heard.

We had many interesting and varied speakers at our monthly meetings this year. Our two social occasions were a trip to the Currier Museum in June and a holiday luncheon at the Colosseum in December.

The goals for 2009 are to increase our membership, to look for new fundraising opportunities, and to improve our use of technology. Once again, we are most grateful for the continued support of the businesses and residents of Windham.

Respectfully submitted,

*Pat Markowitz*

*Ruth Bellizzi*

Co-Presidents, WWC

