

2011
Windham, NH
Annual Reports



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DIRECTORY OF SERVICES

EMERGENCY: Fire, Police, or Ambulance _____ **CALL 9-1-1**

Local Departments/Other:

Town Administrator/Selectmen's Office _____	432-7732
Fire Department Business Line _____	434-4907
Police Department Business Line _____	434-5577
Tax Assessor _____	434-7530
Tax Collector _____	432-7731
Town Clerk _____	434-5075
Community Development _____	432-3806
Transfer Station/Health Officer _____	426-5102
Highway Agent _____	216-5676
Recreation Department _____	965-1208
Nesmith Library _____	432-7154
Animal Control Officer _____	434-5577
Community Access Television _____	434-0300
Windham Post Office _____	437-3819

School Department:

Golden Brook School _____	898-9586
Center School _____	432-7312
Middle School _____	893-2636
Windham High School _____	537-2400
Superintendent of Schools _____	425-1976

Official Town Website _____ www.WindhamNewHampshire.com

E-mail: If you know the staff member's name that you wish to contact, you may reach them using their first initial and full last name followed by @WindhamNewHampshire.com (ie: John Smith is JSmith@WindhamNewHampshire.com). *Exceptions:* Board of Selectmen, Information Technology, Recreation and Cable emails incorporate the department name and should be addressed as BOS, IT, Recreation, or Cable@..., respectively.

State/Federal Representatives:

Governor John Lynch: State House, 25 Capital Street, Concord, NH 03301 _____ 271-2121

State Representatives District 4:

Gary Azarian - 34 Tickle Fancy Lane, Salem NH, 03079 _____	890-8669
David Bates - 12 Range Road, Windham NH, 03087-2005 _____	894-6987
Ronald J Belanger - 220 North Main Street, Salem NH, 03079-0415 _____	893-0659
David J Bettencourt - 332 North Broadway #311, North Salem NH, 03079-2164 _____	898-4653
Robert Elliott - 44 Centerville Drive, Salem NH, 03079-2675 _____	893-0402
Marilinda J Garcia - 23 School Street, Salem NH, 03079-2712 _____	894-6004
Mary E Griffin - 4 Wynridge Road, Windham NH, 03087-1628 _____	432-0959
Walter Kolodziej - 8 Kent Street, Windham NH, 03087-1645 _____	437-7936
Donna Mauro - 18 Simpson Road, Windham NH, 03087-2216 _____	893-7186
Charles E McMahon - PO Box 1024, Windham NH, 03087-1024 _____	432-8877
Richard Okerman - 3A Marblehead Road, Windham NH, 03087-2355 _____	893-7705
John Sytek - 34 Town Village Drive, Salem NH, 03079-3288 _____	893-8889
Kevin Waterhouse - 175 Haverhill Road, Windham NH, 03087-1754 _____	965-3458

Senator Dist 19: Jim Rausch - Statehouse Room 124, 107 N Main St., Concord NH, 03301 _____ 271-3091

US Congress Dist 2: Charles Bass - 114 North Main Street, Suite 200, Concord NH, 03301 _____ 226-0064

US Senators:

Kelly Ayotte - 144 Russell Senate Office Building, Washington DC, 20510 _____	(202) 224-3324
Jean Shaheen - 520 Hart SOB, Washington DC, 20510 _____	(202) 224-2841

ANNUAL REPORTS

OF THE

OFFICERS, TRUSTEES, AGENTS, COMMITTEES,
AND ORGANIZATIONS

OF THE

TOWN OF WINDHAM

NEW HAMPSHIRE



FOR THE YEAR

2011

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DEDICATION

“I am of the opinion that my life belongs to the whole community and as long as I live, it is my privilege to do for it whatever I can. I want to be thoroughly used up when I die, for the harder I work the more I live.

~ George Bernard Shaw

It is an unusual circumstance when we are unable to select a single individual or organized group to recognize here in our Annual Report Dedication. This past year, however, presented us with just that problem; as it saw the passing of several who were possessed of a desire to better the Town in one fashion or another. Some through their service, some through their generosity, and some through a passion for embracing its history. Each embodied a sense of community, and of living each day to the fullest, that many of us can only aspire to achieve. It is therefore, with pride and thanks that we remember those who have gone, and dedicate these reports not only to their memory, but to all those still with us in Windham who share their same spirit.

Ronald O. Preble, 74, February 12, 2011: Ron served the Town for nearly a decade as a building inspector. Perhaps even more than his knowledge and professionalism, Ron’s sense of humor and optimism are keenly missed by all who had the pleasure of working with him.

Jeanette McMahon, 76, February 23, 2011: For eleven years, Jeanette was the face of the Searles School and Chapel; serving as the facility coordinator before retiring due to her illness. Throughout her tenure, Jeanette worked diligently to ensure each event was successful and the facility appreciated for the historic gem it has become.

George "Bud" E. Travis Jr., 93, February 28, 2011: There are likely but a few in Town now who remember the joy of visiting the iconic Bud’s Corner on Cobbetts Pond Road; but those who can, do so fondly with flashbacks of warm summer days and small town camaraderie. Bud also served many years as a Windham Firefighter.

Maria L. Webber, 102, June 24, 2011: This is not our first dedication to Maria; the previous being in honor of her reaching her milestone, 100th birthday. Besides being one of the most beloved teachers in Windham, Maria’s sense of adventure and determination to live each day as if it were her last was truly an inspiration.

Leonard "Lenny" Morgan, 63, June 2, 2011: Lenny retired quite some time ago after serving many years as a Dispatcher for the Town. During his tenure, Lenny also embraced the additional duties of part-time Animal Control Officer.

Concetto "Jack" Gattinella, 80, June 24, 2011: Jack’s contributions to the Town were numerous; amongst them service on the Board of Adjustment and Planning Board. He was also a recipient of the Town’s “Volunteer of the Year” award in recognition of his selfless assistance to the Community Development and other departments; outside of any official committee appointment.

Barbara Fellows, 88, July 6, 2011: Although it’s been many years since Barbara lived in Windham, both she and her husband, Dick, were active in Town affairs. The depths of the Fellows’ generosity to their community is commemorated via “Fellows Road”; leading to the complex of Town buildings constructed on land the that couple ensured could be obtained affordably by the taxpayers.

Francis J. Keefe, 85, December 19, 2011: There is little that Frank was not involved with in his time in Windham. Fire Chief, Health Officer, Disposal Site Supervisor, and Code Enforcement Officer are but a few of the titles held by Frank. He was also the driving force behind the Town’s first Planning Board and Board of Adjustment, and was the 1993 recipient of our “Employee of the Year” award.

TOWN OFFICIALS

BOARD OF SELECTMEN

Ross McLeod, Chair – 2012

Roger Hohenberger – 2012
Kathleen DiFruscia – 2014

Bruce Breton – 2013
Phil LoChiatto – 2014

TOWN ADMINISTRATOR

David Sullivan

ASSISTANT TOWN ADMINISTRATOR – FINANCE

Dana Call

TOWN CLERK

Nicole Merrill – 2012

TAX COLLECTOR

Ruth Robertson

MODERATOR

Peter Griffin – 2013

TREASURER

Robert Skinner – 2012

TOWN ASSESSOR

Rex A. Norman, CNHA

CHIEF OF POLICE

Gerald Lewis

FIRE CHIEF/WARDEN

Thomas L. McPherson, Jr.

COMMUNITY DEVELOPMENT DIR.

Laura Scott

HIGHWAY AGENT

Jack McCartney

HEALTH OFFICER

David Poulson

IT DIRECTOR/GIS

Eric DeLong

HUMAN SERVICES

Kathleen Davis

TRANSFER STATION MANAGER

David Poulson

RECREATION COORDINATOR

Cheryl Haas

LIBRARY DIRECTOR

Carl Heidenblad

MAINTENANCE SUPERVISOR

Allan Barlow

ANIMAL CONTROL OFFICER

Alfred Seifert

CABLE STUDIO COORDNATOR

Kelly McLaughlin

TRUSTEES OF TRUST FUNDS

Alphonse Marcil, Jr., Chair – 2014

Karen Marcil – 2012

Donna Mauro – 2013

TRUSTEES OF THE CEMETERY

Wendi Devlin, Chair – 2013

Bruce Moeckel – 2012

Barbara Coish – 2014

TRUSTEES OF MUSEUM

Jean Manthorne, Chair – 2013

Kim Monterio – 2012

Dennis Root – 2014

SUPERVISORS OF THE CHECKLIST

Robert Skinner, Chair – 2014

Candy Johnson – 2012

Charles Russo – 2016

TRUSTEES OF THE LIBRARY

Mark Branoff, Chair – 2014

Karen Marcil – 2012

Carolyn Webber – 2012

Patricia Barstow – 2013

Mary Lee Underhill – 2013

Norman Boutillette – 2013

Peter Tousignant – 2014

TOWN OFFICIALS

PLANNING BOARD

Ruth-Ellen Post, Chair – 2013
Carolyn Webber – 2012
Pam Skinner – 2012
Kristie St. Laurent – 2013
Kathleen DiFruscia, Selectman – 2012
Ross McLeod, Selectman Alternate – 2012
Margaret Crisler – 2014
Jonathan Sycamore – 2014
Sy Wrenn, Alternate – 2014
Lee Maloney, Alternate – 2014
Vanessa Nysten, Alternate – 2014

ZONING BOARD OF ADJUSTMENT

Tom Murray, Chair – 2012
Dianna Fallon – 2012
Heath Partington – 2013
Elizabeth Dunn – 2013
Mark Samsel – 2014
Michael Scholz, Alternate – 2012
Jim Tierney, Alternate – 2013

CONSERVATION COMMISSION

Jim Finn, Chair – 2013
Dennis Senibaldi – 2012
Brian Dellorfano – 2012
Wayne Morris – 2014
Pam Skinner – 2014
Lisa Ferrisi – 2014
Bernie Rouillard, Alternate – 2012

HIGHWAY SAFETY COMMITTEE

Thomas L. McPherson, Chair – Fire Chief
Gerald Lewis, Chief of Police
Jack McCartney, Highway Agent
Laura Scott, Community Development Dir.
Allan Barlow, Maintenance Supervisor
Robert Coole, Citizen

HISTORIC DISTRICT/HERITAGE CMSN.

Carol Pynn, Chair – 2014
Nancy Kopec – 2014
Bonnie Parenteau – 2013
Kathleen DiFruscia, Selectman – 2012
Kay Normington, Alternate – 2012
Carolyn Webber, Alternate – 2012

ROCKINGHAM PLANNING COMMISSION

Peter Griffin – 2013
Carl Griffin – 2014
Eileen Maloney – 2015

CAPITAL IMPROVEMENTS COMMITTEE

Rob Gustafson, Citizen Member, Chair – 2013
Kristie St. Laurent, Planning Board Member
Carolyn Webber, Planning Board Member
Neelima Gogumalla, Citizen Member
Dennis Senibaldi, Citizen Member
Ed Gallagher, School Board
Jeff Bostic, School Board Alternate
Phil LoChiatto, Selectman
Roger Hohenberger, Selectman Alternate

CABLE ADVISORY BOARD

Margaret Case, Chair – 2012
Alan Shoemaker – 2012
Barbara Coish – 2012
Nicole Merrill – 2013
Mary Griffin – 2014
Leo Hart – 2014
Donna Mauro, Alternate – 2012
Bob Coole, Alternate – 2013

RECREATION COMMITTEE

Dennis Senibaldi, Chair – 2013
Lynn Goldman – 2012
Bill Brennan – 2012
Ralph Valentine – 2012
Barry Goldman – 2013
Chris O'Neil – 2014
Tim Kelleher – 2014
Glen Yergeau, Alternate – 2014
Ben Fidler, Alternate – 2014
Mike Caruso, Alternate – 2014

HISTORICAL COMMISSION

Marion Dinsmore, Chair
Patricia Skinner
Elizabeth Dunn
Fred Linnemann
Peter Griffin
Sally D'Angelo
Carol Pynn
George Dinsmore, Jr.
Carolyn Webber
John Mentuck

HOUSING AUTHORITY

Charles McMahan, Chair – 2016
Leo Hart – 2012
Grace Marad – 2013
John Alosso – 2014
Mary Griffin – 2015

TOWN OFFICIALS

The **Zoning Board of Adjustment** meets the second and fourth Tuesdays of each month at the Community 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 Community 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 Community 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 Bartley House (Administrative Offices) at 4:00 PM.

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

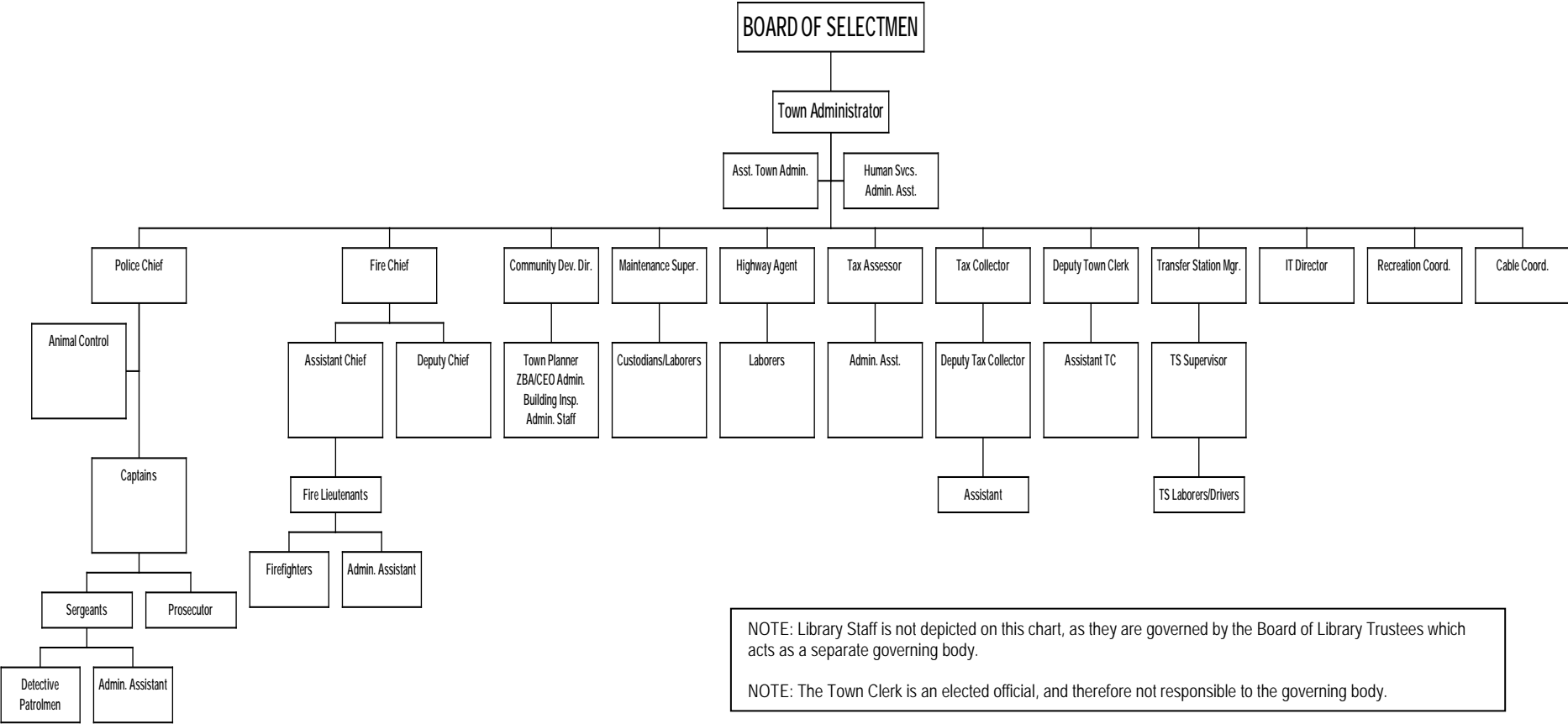
The following boards and/or committees have no regular meeting schedule, rather they meet as is necessary or required: **Trustees of Trust Funds, Cemetery Trustees, Trustees of Museum, Supervisors of the Checklist, Capital Improvements Committee** and the **Housing Authority**.

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, Historic District/Heritage Commission, Historic Commission, Housing Authority, Recreation 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: Board of Selectmen, Planning Board, Zoning Board of Adjustment, Town Moderator, Trustees of the Cemeteries, Trustees of the Trust Funds, Supervisors of the Checklist, and Nesmith Library Trustees. 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.

ORGANIZATIONAL CHART



NOTE: Library Staff is not depicted on this chart, as they are governed by the Board of Library Trustees which acts as a separate governing body.

NOTE: The Town Clerk is an elected official, and therefore not responsible to the governing body.

ANNUAL SENATE BILL 2 SESSIONS

TOWN DELIBERATIVE SESSION February 12, 2011

The Annual Town Deliberative Session was held on February 12, 2011 at, Windham High School. The Town Moderator, Peter Griffin opened the session at 9:05 am.

The introductions were made for Administrator David Sullivan, Town Clerk Nicole Merrill, Board of Selectmen Charles McMahon, Bruce Breton, Galen Stearns, Roger Hohenberger, Ross McLeod, and Town Attorney Bernard Campbell. The salute to the flag and a moment of silence was made by Moderator Griffin. He then gave instructions on how the Town Deliberative Session works. Moderator Griffin also made the motion to allow non-residents to stay for the duration and the motion was affirmed unanimously. Discussion to follow:

Selectman Ross McLeod took the time to recognize a Windham resident named Brian Carne. Brian had passed away recently, and Selectman McLeod read off a list of accomplishments and shared a touching story with us all. Moderator Griffin then also acknowledged Jeanette McMahon who had served for the Town of Windham and specifically was in charge with Searles School and Chapel.

ARTICLE 4. To see if the Town will vote to raise and appropriate the sum of Six Hundred Thousand, and no 100ths (\$600,000.00) Dollars for the purpose of purchasing a Fire Engine and necessary equipment and materials to place the engine into service and payment of costs associated with the financing of said purchase; 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 \$391,135.00 in bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the 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 furthermore to authorize the withdrawal of \$73,757 from the Fire Apparatus Capital Reserve Fund established for this purpose; to authorize the use of \$28,600 in accumulated Fire Impact Fees established for this type of purpose, with the balance of \$106,508 to be raised by general taxation; and to take any other action as may be necessary to carry out and complete financing of this project. This article is part of the Capital Improvement Program. *Recommended by Board of Selectmen (4-0)*

Selectman Galen Stearns gave explanation that this Article is part of the Capital Improvement Program and recommended to be financed through a two year note. The funds are to be used towards the purchase of a new fire engine to replace 1992 Engine 3. In 2007, the Town expended approximately \$133,000 on this vehicle for body repairs, engine replacement, transmission repairs, wiring, brakes, and the coolant system. Selectman Stearns also talked about how it would be more a burden than anything. The intent is to use \$73,757 available in the Fire Apparatus Capital Reserve Fund as well as \$28,600 in accumulated Fire Impact fees towards the amount of the vehicle, to borrow \$391,135 over two years, and to fund the balance needed of \$106,508 in 2011 through general taxation.

Selectman Roger Hohenberger made a POINT OF ORDER stating that Moderator Griffin said RSA 35 instead of RSA 33.

Motion made and seconded to place Article 4 on the Ballot as written. 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 Property Maintenance Expendable Trust Fund. *Recommended by Board of Selectmen (4-0)*

Selectman Hohenberger explained that this is from the Property Trust in which handles emergencies in maintenance and upkeep from the facilities. For example, painting the exterior of the Fire and Police Stations, re-carpeting areas of the Police Station, re-lamping Fire Department engine bay lighting; painting portions of the Town Hall, and the Community Development Departments. There will be no change in the requested appropriation from 2010.

Motion made and seconded to place Article 5 on the Ballot as written. Voted in the AFFIRMATIVE.

ANNUAL SENATE BILL 2 SESSIONS

ARTICLE 6. To see if the Town will vote to raise and appropriate the sum of \$20,000, 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 associated with the Searles Building. Approval of this article will have no additional impact on the tax rate. *Recommended by Board of Selectmen (4-0)*

Selectman McLeod explained that the intent of this article is to authorize a combined total expenditure of \$20,000 for paying marketing costs as well as maintenance cost relative to the rentals of the Searles building. The specific expenses paid from these funds include the salary of the part time coordinator to market the building, advertisement costs, and maintenance related projects and services to maintain the building and “set ups” for events. As of 12/31/10, the revenue fund has approximately \$7000 in the account. This is the same level requested last year.

Motion made and seconded to place Article 6 on the Ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 7. To see if the Town will vote to raise and appropriate the sum of \$12,144, 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 19 will be reduced by a sum \$12,144. Approval of this article will have no additional impact to the tax rate. *Recommended by Board of Selectmen (4-0)*

Selectman McLeod explained that the intent of the article is to authorize the expenditure of \$12,144 for paying the principal and interest costs associated with the bond taken out to renovate the West wing in 2003. This request is in accordance with the affirmative vote on Article 6 of the 2003 Town Meeting. As of 12/31/10, the revenue fund has approximately \$7000 in the account. It represents the 8th payment of 10.

Motion made and seconded to place Article 7 on the Ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 8. To see if the Town will vote to raise and appropriate the sum of \$200,000 representing the costs of the Engineering, Design Plans, and Construction Costs associated with the expanding the parking lot at Griffin Park as well as other expenses associated with the overall 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 two (2) years, whichever is less. This article is part of the Capital Improvement Program. *Recommended by Board of Selectmen (4-0)*

Selectman Charlie McMahan noted that this article is part of the Capital Improvement Program. These funds are to be used towards the expansion of the Griffin Park parking area to include engineering designs, increasing paving area, and drainage improvements. Currently the parking area provides for approximately 120 spaces. The expanded parking design will provide approximately 220 spaces. The new design will have one way traffic flow with the entrance closest to Johnson’s Farm and the existing center entrance will be retained for use by emergency vehicles only. Selectman McMahan also pointed out that this wouldn’t add to the tax rate and that it’s also within code.

Diane Carpenter from Glenwood Road asked how many spaces it will yield. Selectman McMahan answered 212 spaces that it will yield.

Wayne Morris from Jordan Rd made a MOTION TO AMEND and seconded to change the amount to \$242,200.

He felt as if the amount was too low. He wanted to make sure there were additional costs for mitigations. He also wanted to protect Cobbetts Pond and any additional run off from this project. Selectman McMahan assured W. Morris that everything is covered under the current price. W. Morris felt that the added protection to Cobbetts Pond is an obligation for the Town.

A hand count was made for the AMENDMENT. IN FAVOR: 15 OPPOSED: 13

The AMENDMENT was DEFEATED. The discussion continued for the original Article.

ANNUAL SENATE BILL 2 SESSIONS

Neil Fallon from Rock Pond Rd pointed out that the Town Budget doesn't include anything about the Maintenance on Griffin Park. N. Fallon proceeded to make a MOTION TO AMEND how the Town Budget is handled with Griffin Park because at this point it is more than a park.

Attorney Bernard Campbell interjected and said that this statement would only be advisory.

Ralph Valentine of Telo Rd made a POINT OF INFORMATION. He doesn't support this amendment because during the Town Budget process, it is discussed line by line.

ADVISORY AMENDMENT FAILED. The discussion continues with original Article.

Travis Blais from Hancock Rd asked how \$200,000 was determined. Selectman McMahon explained the breakdown of costs and how they determined that number. T. Blais then asked if there were any safety incidents regarding the parking. He also inquired about parking across the street. Selectman McMahon had said that over a 5 year period 70-90 cars are used at excessive capacity. He wasn't aware of any safety concerns but invited Police or Fire to concur. The property across the street cannot be used anymore because a business has purchased the land.

T. Blais asked if 212 spaces would in fact be adequate. Selectman McMahon assured T. Blais and audience that the spaces would suffice.

James Knight from Horseshoe Rd had stated that people that use Griffin Park, still park on Horseshoe Rd even after the 'No Parking' signs had been put up by the Windham Police Department.

Motion made and seconded to place Article 8 on the Ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 9. To see if the Town will vote to raise and appropriate the sum of \$65,000 for the purpose of completing phase three of the Windham/Salem Sewer Line Interconnection Feasibility Study which will focus on the legal, detailed engineering, costs estimates, and public education and outreach aspects of potentially constructing sewage lines to serve the watershed areas of Cobbetts Pond and Canobie Lake as well as the Wall Street area of Route 111. 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. *Recommended by Board of Selectmen (3-2)*

Selectman Bruce Breton referred the explanation to Community Planning Director, Laura Scott.

L. Scott explained that the Article is part of the Capital Improvement Program. Two previous studies have reviewed the feasibility and layout of sewer lines extending into Windham from Salem to protect and enhance the water quality of the Cobbetts Pond and Canobie Lake watersheds as well as providing sewer to the Wall Street area of Route 111. This study will finalize the engineering and legal aspects to determine proposed costs if such a project were implemented.

Selectman McLeod expressed that a meeting was held last year and quoted Selectman Breton saying that all cost has been included with the first two phases. He then asked about water lines, upgrades, repairs, conveyance fees, treatment and disposal costs. Overall, he just doesn't feel like the proposal is quantified.

Selectman McMahon stated that the last 20 years had an issue with protected water for the 93 project. This project will affect the future for the Town, and time is of the essence. Selectman McMahon also assured the crowd that this phase does not commit us to the project, but we need an educated background so the right decision is made.

Selectman Hohenberger is opposed to this Article. He feels that there is not enough information provided for the commitment. He is also afraid of the unknown tax impact that this will create. He also feels that the users around Cobbetts Pond will be asked to pay out of their pockets.

ANNUAL SENATE BILL 2 SESSIONS

W. Morris inquired about the empty line of 93 from the old part of the highway. He had suggested that maybe we could save some money and use that for the sewage line. He also noted that he wished that sewage would help elevate the problems that we are facing today but it's actually storm water drainage that is creating the big issues.

Selectman Stearns wanted to get back to what the Article is saying. The Article is giving you the total cost of the whole picture.

After the lengthy discussion, there was a motion to MOVE THE QUESTION by Karl Dubay of Telo Rd and seconded by many. The discussion was closed.

Motion made and seconded to place Article 9 on the Ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 10. To see if the Town will vote to raise and appropriate the sum of \$77,970 representing the costs of the Engineering, Design Plans, and Phase One Construction Costs associated with the making improvements and renovations to the Police Station including a new training room, and further to authorize the Selectmen to use \$17,500 in accumulated Police Impact Fees established for this type of purpose, with the balance of \$60,470 to come from general taxation. 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. *Recommended by Board of Selectmen (4-0)*

R. Hohenberger explained that this Article's intention is for renovations for a section of the Police Department. This is Phase I out of a Phase II project. All of these renovations include new parking, reorganization of the offices, and a tactical room that can be used for training purposes.

Motion made and seconded to place Article 10 on the Ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 11. To see if the Town will vote to raise and appropriate the sum of \$150,000 for the purpose of purchasing a Highway Truck (5 Ton) and necessary equipment and materials to place the vehicle into service, and further to authorize the acceptance of \$120,000 of this appropriation from the State of New Hampshire as part of an approved grant to fund 80% of the project, with the balance of \$30,000 to come from general taxation. Should this article be approved but the State reimbursement 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 purchase is complete or for a period of two (2) years, whichever is less. This article is part of the Capital Improvement Program. *Recommended by Board of Selectmen (4-0)*

Selectman McLeod explained that these funds are to be used to replace a 1992 truck. This is part of the Capital Improvement Program. The Town received a grant for \$120,000 to be put towards the purchase of the truck.

Motion made and seconded to place Article 11 on the ballot as written. Voted in the AFFIRMATIVE

ARTICLE 12. 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, 2011 to the Conservation Fund in accordance with RSA 36-A:5. *Recommended by Board of Selectmen (4-0)*

Selectmen Breton explained that this is a budget request from the Conservation Commission for \$2,350.

Motion made and seconded to place Article 12 on the ballot as written. Voted in the AFFIRMATIVE

ARTICLE 13. To see if the Town will vote to raise and appropriate the sum of \$400,000 for the purpose of purchasing the land and buildings at 47 Cobbetts Pond Road, and known as Lot 21-H-1 on the Windham Tax Map. The parcel is approximately .70 acres in size, is currently owned by Elin Grady and the estate of Margaret Gunning and is located next to the Windham Town Beach and contains two residential buildings, one of which is seasonal; and further to authorize the acceptance of \$100,000 of this appropriation from the Conservation Fund, with the balance of \$300,000 to come from general taxation. *Recommended by Board of Selectmen (3-1)*

ANNUAL SENATE BILL 2 SESSIONS

Selectman McMahon pointed out that this was a unique opportunity for the Town. He explained that the property is directly next to the Town Beach location and it would be a good chance in looking into the expansion of the Town Beach. Unfortunately, the death of the property owner ignited the whole existence. The family of the decedent wanted the Town to enjoy it. He remarked that it would add value to the property and not to mention a true source of enjoyment. He noted that Conservation Commission put forth \$100,000. He also added that the septic system would be suitable for what was needed.

Town Administrator Sullivan informed everyone that the septic system on a good day would support about 100-110 people. This would be sufficient on a day to day basis.

Phil LoChiato of Faith Rd had several concerns with the Article. He questioned if the cost was really known to the taxpayer. He wanted to know what kind of impact it would have on the pond itself. He noted that there were high bacteria counts on very hot days.

T. Blais wanted to know what the demand was at the Town Beach. He wondered is the Town going to double the asset of having this opportunity. R. Valentine who is the chair of Recreation addressed T. Blais' concerns. He explained that the Town Beach is over utilized. There are about 200 students for water programs. He also explained that there is a parking issue with parents dropping kids off for programs and with people that are using the beach all day. He also informed that the boat launch had problems with people loading their boats and he felt the time for launching boats wasn't adequate.

Selectman Hohenberger pointed out that he was the only Selectman that voted against this Article. He felt that the timing wasn't right. He said that the Department Heads and Administration worked diligently in presenting no increase in the budget. He felt that they worked very hard to overcome these obstacles and felt that buying the beach property wasn't conducive for recreation uses at these hard times. He also felt that the Conservation Commission should spend the \$100,000 somewhere else.

Elizabeth Dunn from Woodvue Rd had mixed feelings about Article. She asked if everyone remembered the hard times when the first beach was in play. She felt that although it was hard to comprehend spending the money at the time it was well worth it. She felt that if we don't purchase we will have a lost opportunity. She questioned about boat traffic. And will there be any limitation on how many boats will be allowed.

Moderator Griffin interjected and wanted to get back to the question of if we should purchase this property.

C. McMahon wanted to note that the issue with the boat launch will be addressed at the time of planning.

E. Dunn defended that the 100,000 in the Conservation Committee fund is extremely important in different purposes. She doesn't feel that this is open space.

E.Dunn made a MOTION TO AMEND to strike further to authorize the acceptance of \$100,000 of this appropriation from the Conservation Fund from the Article.

R. Valentine wants a clarification on what open space is. He called to the microphone Wayne Morris, a member from Conservation Commission, to explain in depth. W. Morris did say that this is considered open space. If it's used as it's described which is seasonal. He felt it was a good trade off. But he didn't realize that this was a 6 bedroom septic system and how much water usage was coming into play. It was going to be an offset, being that it will be used for only 3 months out of the year and 5-6 hours out of the day. They wanted to make sure the money was put here because they wanted to contribute to the Town.

B. Breton wanted to point out W. Morris' view about open space, where at one point when he was a member of the Conservation Commission they put \$45,000 for the Rail Trail.

R. Valentine expressed to keep the original Article and feels the funds from Conservation Commission are important.

ANNUAL SENATE BILL 2 SESSIONS

Fred Linneman, from N Lowell Road to speak against amendment. He utilizes the lake plenty and remembers when people that didn't live directly on the lake were allowed to finally use the lake. He explained more about how much the beach is actually used and even after hours people are there. He stated \$300,000 was a lot easier than \$400,000.

Amendment voted on and FAILED

Kathleen DiFruscia of Horseshoe Rd shares the same emotion with E. Dunn and this affords opportunity with the beach. She questions about life guards, dredge and fill permits, moving docks, and costs of the maintenance of the buildings. The other concern she has is with the boats and public safety. She feels that the boat program with putting in boats and taking them out from beginning and end of seasons is fine. What is it to become if you move the boat ramp, and Fish and Game then wants immediate access to Cobbetts Pond.

P. Griffin interjected again to not move away from the Article.

K. DiFruscia then makes MOTION TO AMEND to add that there would be a condition that boat ramp and usage and moving policies would remain the same.

Town Attorney Bernard Campbell offered his legal opinions; he doesn't believe that that amendment can be attached to the existing Article because it describes different land than the land that's addressed in the original Article. K. DiFruscia wants to change her amendment that there is no boat ramp on the piece of property discussed under Article 13.

After a lengthy discussion on the AMENDMENT, Moderator Griffin asks for a vote.

Amendment defeated. E. Dunn requests for actual numbers on result. Favor: 18 Opposed: 25

Robert Coole from Morrison Rd looks like this is a property purchase. What is happening with the homes while it's not being used? Selectmen McMahon answered that perhaps the Recreation Department could possibly utilize it more.

Margaret Case Mountain Village Rd pointed out that in 1980 for the first purchase of the beach she was a strong advocate for the purchase. She hears a lot from the residents that are grateful for the purchase. She feels that the town should be given this opportunity and it will be used and it will be wonderful.

H. Corlund asks Selectman McMahon if the property being purchased is utilized for intended use and no additional capital expenditure for the tax payer. He also inquired about Department of Environmental Services, and operational functions. Selectmen McMahon says that everything is accounted for as far as he knows. As far as operational function goes, he requests that a member of the Recreation Committee will have to answer. R. Valentine says about \$35,000 for the beach. H. Corlund also asked about the beach passes and the cost. Cheryl Haas, the Recreation Coordinator answered that the passes are free.

After some lengthy discussion, Motion made and seconded to place Article 13 on the ballot as written. Voted in the AFFIRMATIVE

R. Valentine made motion to RESTRICT RECONSIDERATION for Article 9 and seconded by Selectman Stearns.

R. Valentine made motion to RESTRICT RECONSIDERATION for Article 13 and seconded by many to RESTRICT RECONSIDERATION.

ARTICLE 14. To see if the Town will adopt an exemption from taxation for real property equipped with Solar Energy Systems as defined in RSA 72:61 and allowed by RSA 72:62, including solar heating, cooling, hot water and solar electric systems. The amount of the exemption shall be equal to the increase in assessed property tax value caused by the system. If there is no such increase in valuation, no exemption shall be granted. *Recommended by Board of Selectmen (4-0)*

ANNUAL SENATE BILL 2 SESSIONS

Selectman Stearns informed the public that the intent of this article is to establish a new exemption allowed by statute for those who install Solar Energy Systems. The State is encouraging residents to partake in this. Given that, the exemption would be equal to the increase, in ones assessed valuation. As a result of the improvement, the net impact on one's taxes as a result of installed such systems would be \$0.

Motion made and seconded to place Article 14 on the ballot as written. Voted in the AFFIRMATIVE

ARTICLE 15. To see if the Town will adopt an exemption from taxation for real property equipped with Wind-Powered Energy Systems as defined in RSA 72:65 and allowed by RSA 72:66, including any wind-powered devices which supplement or replace electrical power supplied to households or businesses at the immediate site. The amount of the exemption shall be equal to the increase in assessed property tax value caused by the system. If there is no such increase in valuation, no exemption shall be granted. *Recommended by Board of Selectmen (4-0)*

Selectman Hohenberger explained that the purpose of this article is to encourage people to utilize this to offset tax impact. This article is also a new exemption allowed by statute for those who install Wind Powered Energy Systems. Given that, the exemption would be equal to the increase in one's assessed valuation.

C. Webber asked what the electric bill at Griffin Park is. She suggests the Town put a wind mill up there because of the wind. Town Administrator Sullivan answered that the electric bill was \$10,000 for Griffin Park.

Motion made and seconded to place Article 15 on the ballot as written. Voted in the AFFIRMATIVE

ARTICLE 16. To see if the Town will adopt an exemption from taxation for real property equipped with Woodheating Energy Systems as defined in RSA 72:69 and allowed by RSA 72:70, including any wood burning appliance designed to operate as a central heating system to heat the interior of a building. The amount of the exemption shall be equal to the increase in assessed property tax value caused by the system. If there is no such increase in valuation, no exemption shall be granted. *Recommended by Board of Selectmen (4-0)*

Selectman Hohenberger stated that the wood heating system would have to be the central heating system in the house, and it needed to offset any additional value for putting in more supplementary heating. It doesn't affect the tax impact. W. Morris asks if this is retroactive for previous heating systems. Selectmen answered that it was going forward.

Motion made and seconded to place Article 16 on the ballot as written. Voted in the AFFIRMATIVE

ARTICLE 17. Shall the Town vote, pursuant to the authority in RSA 72:37 - Exemption for the Blind and provide every inhabitant who is legally blind as determined by the blind services program, bureau of vocation rehabilitation, department of education with a \$15,000 exemption each year on the assessed value, for property tax purposes, of his or her residential real estate. *Recommended by Board of Selectmen (4-0)*

Selectman McMahon stated that this would qualify the legally blind, there are only 5 people in town that would this would apply to.

Motion made and seconded to place Article 17 on the ballot as written. Voted in the AFFIRMATIVE

ARTICLE 18. Shall the Town vote, pursuant to the authority in RSA 72:29-a - Surviving Spouse and provide the surviving spouse of any person who was killed or died while on active duty in the armed forces of the United States or any of the armed forces of any of the governments associated with the United States in the wars, conflicts or armed conflicts, or combat zones set forth in RSA 72:28, with a tax credit in the amount of \$2,000 for the taxes due upon the surviving spouse's real and personal property, whether residential or not, in the same municipality where the surviving spouse is a resident. *Recommended by Board of Selectmen (4-0)*

ANNUAL SENATE BILL 2 SESSIONS

Selectman Breton noted that this was a new Article allowed by state statute. The Article is self explanatory. B. Campbell made a POINT OF INFORMATION that the last 4 Articles would not be affective until April 1st of next tax year, and has to be an increase of value to your household. Any existing structure can apply but can not go back in previous years.

Motion made and seconded to place Article 18 on the ballot as written. Voted in the AFFIRMATIVE

ARTICLE 19. 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 \$12,029,969. Should this article be defeated, the operating budget shall be \$12,001,164 which is the same as last year, with certain adjustments required by previous 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 7 of this warrant passes, this article will be reduced by \$12,144 (Long Term Debt line).

Town Officers' Salaries	\$ 3,690
Administration	497,530
Town Clerk Expenses	218,090
Tax Collector Expenses	154,270
Election and Registration	17,350
Cemeteries	42,700
General Gov't Buildings	478,050
Appraisal of Properties	197,370
Information Technologies	174,465
Town Museum	5
Searles Building	15,520
Legal Expenses	52,400
Retirement	5
Insurance	272,965
Contracted Services	5
Police Department	2,407,990
Dispatching	493,940
Fire Department	2,787,200
Emergency Management	6,490
Community Development	455,805
Town Highway Maintenance	1,143,160
Street Lighting	14,320
Solid Waste Disposal	919,990
Health and Human Services	36,655
Animal Control	20,455
General Assistance	57,040
Library	968,340
Recreation	186,195
Historic Commission	1,000
Senior Center	5,840
Cable TV Expenses	88,490
Interest Expenses (TANs)	500
Long Term Debt	12,144
(Principal \$10,400 and Interest \$1,744.00)	
Capital Outlay – Roads (Part of CIP)	300,000

Recommended by Board of Selectmen (4-0)

ANNUAL SENATE BILL 2 SESSIONS

H. Corslund asked to respectfully request to reopen Article 17. Town Attorney B. Campbell legally said that Article 19 would be discussed first.

W. Morris appreciates all of the Town Employees efforts and Administration for working so hard and cutting necessities to come up with this budget.

N. Fallon wants to offer a suggestion for more of a line by line structure of the budget especially if it's impacted. He wishes it to be more finite, and more information to be brought to the table in the future. Selectman McMahon urged N. Fallon to please come join the Selectmen's meetings and especially to the budget hearings so you can be more involved in the whole process, and actually see what the line by line is.

Motion made and seconded to place Article 19 on the ballot as written. Voted in the AFFIRMATIVE

H. Corslund made a motion to consider reopening Article 17. He wanted to know the clarification on who would be able to qualify to accept the exemption. Town Administration Sullivan answered that whoever is blind, even if there are multiple occupants that are residing at the property.

NEW BUSINESS

E. Dunn made a request to direct the Selectmen to clarify the legality for a candidate that is running for two boards. She feels that any legal console needs to be made public as soon as possible.

E. Dunn MADE A MOTION that any information irrelevant to this particular subject or any in the future, should be brought to the public attention immediately. Seconded by many. Selectman McMahon assured E. Dunn that they are planning to discuss the subject at hand at the next Selectmen's meeting.

Selectman McMahon took to the podium and made a dotting speech to Galen Stearns who will now be working for the Town of Antrim as their Town Manager. Galen's hard work, determination, and love for the Town of Windham will never be overlooked. He will be missed by all Town Employees and members of all boards. Galen Stearns received a standing ovation from all.

Moderator Griffin thanked the residents for attending the Deliberative Session and thanked everyone for their patience.

Margaret Case wanted to thank Mark and Kelly for operating the control rooms for the local cable channel so that the meeting could be seen live for the residents at home.

Motion to adjourn by Dick Forde and seconded by many. Adjourned at 12:13pm

TOWN ELECTION

MARCH 8, 2011

On March 8th 2011 at 7:00am, Peter J Griffin, Moderator opened the Election polls at Windham High School's Gymnasium.

Those Election Officials present included Town Moderator Peter Griffin, School Moderator Betty Dunn, Selectmen Galen Stearns and Roger Hohenberger, Town Clerk Nicole Merrill, School Clerk Mary-Ann Horaj, Supervisors of the Checklist and Ballot Clerks.

At 1:00 p.m the Town Moderator, Peter Griffin publically announced that the Absentee ballots were being checked off the checklist, opened, inserted and counted in the ballot machines. Those that witnessed and helped with the process were Moderator Griffin, Ballot Clerks, and Selectmen Stearns and Hohenberger. There were 89 Absentee Ballots.

The following were duly elected:

ANNUAL SENATE BILL 2 SESSIONS

Board of Selectmen (2 positions for 3 years)	
Charles E. McMahon	1069
KATHLEEN SULLIVAN DIFRUSCIA	*1251
PHIL LOCHIATTO	*1097
Supervisors of the Checklist (1 position for 5 years)	
CHARLES RUSSO	*1544
Trustees of the Trust Fund (1 position for 3 years)	
ALPHONSE J. MARCIL JR.	*1505
Trustees of the Trust Fund (1 position for 2 years)	
DONNA MAURO	*1535
Trustees of the Library (2 positions for 3 years)	
PETER TOUSIGNANT	*810
MARK BRANOFF	*920
Jeff "J.R." Siegel	676
Trustees of the Library (1 position for 1 year)	
KAREN MARCIL	*1480
Planning Board (2 positions for 3 years)	
JONATHAN SYCAMORE	*967
Bruce R. Breton	921
MARGARET MCKEE CRISLER	*1401
Planning Board (1 position for 1 year)	
CAROLYN B. WEBBER	*1146
Bruce Richardson	732
Board of Adjustment (1 position for 3 years)	
MARK SAMSEL	*1481
Trustees of the Cemetery (1 position for 1 year)	
Gail N. Webster	783
BRUCE MOECKEL	*938
Trustees of the Cemetery (1 position for 3 years)	
BARBARA A. COISH	*1569
The following Town Articles were voted on as follows:	
ARTICLE 4.	YES: *1111 NO: 708
ARTICLE 5.	YES: *1175 NO: 839
ARTICLE 6.	YES: *1555 NO: 497
ARTICLE 7.	YES: *1669 NO: 396
ARTICLE 8.	YES: *1092 NO: 990
ARTICLE 9.	YES: 789 NO: *1249
ARTICLE 10.	YES: 690 NO: *1356
ARTICLE 11.	YES: *1335 NO: 712
ARTICLE 12.	YES: *1402 NO: 625
ARTICLE 13.	YES: 717 NO: *1361
ARTICLE 14.	YES: *1339 NO: 718

ANNUAL SENATE BILL 2 SESSIONS

ARTICLE 15.	YES:	*1327	NO:	733
ARTICLE 16.	YES:	*1206	NO:	877
ARTICLE 17.	YES:	*1640	NO:	443
ARTICLE 18.	YES:	*1892	NO:	235
ARTICLE 19.	YES:	*1561	NO:	544

The following Town Zoning Articles were voted on as follows:

Article #2. - Planning Board Amendment #1.	YES:	*1067	NO:	732
Planning Board Amendment #2.	YES:	*1090	NO:	684
Planning Board Amendment #3.	YES:	*1007	NO:	818
Planning Board Amendment #4.	YES:	712	NO:	*1201
Planning Board Amendment #5.	YES:	*1097	NO:	827
Planning Board Amendment #6.	YES:	*1139	NO:	732
Planning Board Amendment #7.	YES:	*1218	NO:	662
Planning Board Amendment #8.	YES:	*1344	NO:	465
Planning Board Amendment #9.	YES:	*1162	NO:	660
Planning Board Amendment #10.	YES:	*1015	NO:	817
Planning Board Amendment #11.	YES:	*1456	NO:	399
Planning Board Amendment #12.	YES:	*1296	NO:	456
Article #3. - Citizen Petition #1.	YES:	*1127	NO:	755
Citizen Petition #2.	YES:	752	NO:	*1123
Citizen Petition #3.	YES:	*1113	NO:	768

The Election polls were closed at 8:15pm, giving that there were voters still in the booths. Selectmen Roger Hohenberger, Galen Stearns, Town Clerk Nicole Merrill, and Deputy Town Clerk Nancy Charland tallied up the results for the Town Ballot. Moderator Peter Griffin announced the results at 9:30pm. There were 2221 casted votes. There were 43 new voters, bringing the total for the Voter checklist to 10,233.

Respectfully submitted,



Nicole Merrill, Town Clerk

STATEMENT OF APPROPRIATIONS

General Government:

Town Officer's Salaries	\$ 3,690.00
Administration	497,530.00
Town Clerk's Expenses	218,090.00
Tax Collector's Expenses	154,270.00
Election and Registration Expenses	17,350.00
Cemeteries	42,700.00
General Government Buildings	478,050.00
Appraisal of Property	197,370.00
Information Technology	174,465.00
Town Museum	5.00
Searles Building	15,520.00
Legal Expenses	52,400.00
Retirement	5.00
Insurance	272,965.00

Public Safety:

Contracted Police Services	5.00
Police Department	2,407,990.00
Dispatching	493,940.00
Fire Department	2,787,200.00
Emergency Management	6,490.00
Community Development	455,805.00

Highways, Streets and Bridges:

Town Maintenance	1,143,160.00
Street Lighting	14,320.00

Sanitation:

Solid Waste Disposal	919,990.00
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Health/Welfare:

Health and Human Services	36,655.00
Animal Control	20,455.00
General Assistance	57,040.00

Culture and Recreation:

Library	968,340.00
Recreation	186,195.00
Historic Commission	1,000.00
Conservation Commission	2,350.00
Senior Center	5,840.00
Cable TV Expenses	88,490.00

Debt Service:

Long Term Notes (Principal and Interest)	0.00
Interest Expense - Tax Anticipation Notes	500.00

STATEMENT OF APPROPRIATIONS

Capital Outlay/Other:	
Road Improvements	300,000.00
Fire Engine 3 Replacement	600,000.00
Highway 5 Ton Truck	150,000.00
Griffin Park Parking Expansion	200,000.00
Use of Searles Revenue Fund	20,000.00
Searles Bond Payment from Revenue Fund	12,144.00
Operating Transfers Out:	
Property Maintenance Trust	30,000.00

Total Appropriations:	\$13,032,319.00

2011 TAX RATE COMPUTATION

Total Town Appropriations	\$13,032,319.00		
LESS: Revenues	5,758,834.00		
LESS: Shared Revenues	0.00		
ADD: Overlay	147,831.00		
ADD: War Service Credits	243,500.00		

Net Town Appropriations	7,664,816.00		
Approved Town Tax Effort		7,664,816.00	
Town Rate:			3.79
Approved School Tax Effort		31,943,108.00	
Local School Rate:			15.77
State Education Taxes		4,949,753.00	
State School Rate:			2.46
Approved County Tax Effort		2,143,277.00	
County Rate:			1.06

Total of Town, School, State and County		46,700,954.00	
LESS: War Service Credits		(243,500.00)	
PLUS: Village District Commitments		14,018.00	

PROPERTY TAXES TO BE RAISED:		\$46,471,472.00	
TOTAL TAX RATE			\$23.08

SUMMARY INVENTORY OF VALUATION

DESCRIPTION OF PROPERTY	2011 VALUATION
VALUE OF LAND ONLY:	
Current Use	\$ 184,100
Residential	910,285,050
Commercial/Industrial	<u>75,956,250</u>
Total of Taxable Land	\$ 986,425,400
VALUE OF BUILDINGS ONLY:	
Residential	\$ 959,644,450
Manufactured Housing	63,700
Commercial/Industrial	<u>81,168,650</u>
Total of Taxable Buildings	\$ 1,040,876,800
PUBLIC UTILITIES	\$ <u>14,891,000</u>
VALUATION BEFORE EXEMPTIONS	\$ 2,042,193,200
IMPROVEMENTS TO ASSIST PERSONS W/DISABILITIES	<u>(\$473,430)</u>
MODIFIED ASSESSED VALUATION OF ALL PROPERTIES	\$ 2,041,719,770
Deaf Exemptions - 3 @ \$15K	\$ 45,000
Blind Exemptions - 4 @ \$15K	\$ 60,000
Elderly Exemptions -	
29 @ \$160K	4,640,000
21 @ \$190K	3,990,000
29 @ Full Exemption	6,359,400
Disabled Exemption - 10 @ \$160K	<u>1,600,000</u>
TOTAL AMOUNT OF EXEMPTIONS	<u>(16,694,400)</u>
NET VALUATION ON WHICH TAX RATE IS COMPUTED	\$ 2,025,025,370
LESS: Public Utilities:	<u>(14,891,000)</u>
NET VALUATION ON WHICH STATE EDUCATION TAX RATE IS COMPUTED	\$ 2,010,134,370

COMPARATIVE STATEMENT OF APPROPRIATIONS & EXPENDITURES

	APPROPRIATIONS FORWARDED FROM 2010	APPROPRIATIONS 2011	RECEIPTS AND REIMBURSE.	TOTAL AMOUNT AVAILABLE	EXPENDITURES 2011	APPROPRIATIONS FORWARDED TO 2012	BALANCES UNEXPENDED (OVERDRAFTS)
GENERAL GOVERNMENT							
Town Officer's Salaries		3,690		3,690	3,310		380
Administration		497,530		497,530	484,460		13,070
Town Clerk's Expenses		218,090		218,090	214,338		3,752
Tax Collector's Expenses		154,270		154,270	130,718		23,552
Election and Registration		17,350		17,350	10,256		7,094
Cemetery	6,999	42,700		49,699	34,599	3,200	11,900
General Gov't Bldgs		478,050		478,050	476,274		1,776
Appraisal of Property	36,500	197,370		233,870	226,173		7,697
Information Technology		174,465		174,465	170,871		3,594
Town Museum		5		5	-		5
Searles Building		15,520		15,520	12,156		3,364
Legal Expenses		52,400	18,205	70,605	92,324		(21,719)
PUBLIC SAFETY							
Police Department		2,407,990		2,407,990	2,390,983		17,007
Contracted Police		5		5	-		5
Dispatching		493,940		493,940	457,233		36,707
Fire Department		2,787,200	8,805	2,796,005	2,821,245		(25,240)
Emergency Management		6,490		6,490	2,755		3,735
Community Development	5,434	455,805	1,200	462,439	426,695	3,940	31,804
HIGHWAYS, STREETS, BRIDGES							
Town Maintenance	152,630	1,143,160	1,000	1,296,790	1,296,339	7,191	(6,740)
Street Lights		14,320		14,320	15,293		(973)
SANITATION							
Solid Waste Disposal		919,990		919,990	908,125		11,865
HEALTH							
Health and Human Services		36,655		36,655	34,314		2,341
Animal Control		20,455		20,455	17,780		2,675
WELFARE							
General Assistance		57,040	2,774	59,814	52,944		6,870
CULTURE AND RECREATION							
Library		968,340		968,340	924,333		44,007
Recreation	700	186,195		186,895	168,774		18,121
Historic Comm.	1,000	1,000	693	2,693	280		2,413
Conservation Comm.		2,350		2,350	2,350		-
Senior Center		5,840		5,840	6,201		(361)
Cable TV Expenses		88,490		88,490	84,584		3,906

COMPARATIVE STATEMENT OF APPROPRIATIONS AND EXPENDITURES

	APPROPRIATIONS FORWARDED FROM 2010	APPROPRIATIONS 2011	RECEIPTS AND REIMBURSE.	TOTAL AMOUNT AVAILABLE	EXPENDITURES 2011	APPROPRIATIONS FORWARDED TO 2012	BALANCES UNEXPENDED (OVERDRAFTS)
DEBT SERVICE							
Long Term Notes - P + I		-		-	-		-
Interest - TANS		500		500	-		500
CAPITAL OUTLAY							
Fire Engine 3 Replacement		600,000		600,000	569,856	20,914	9,230
Highway 5 Ton Truck		150,000		150,000	-	150,000	-
Griffin Park Parking Expansion		200,000		200,000	138,364	61,636	-
Salt Shed/Highway Garage	127,318	-		127,318	123,262	4,056	-
Library Renovations	570	-		570	570		-
Depot Improvements	6,832	-		6,832	6,832		-
Lowell Road Bike Path		-		-	-		-
Road Improvements	39,128	300,000	-	339,128	339,128		-
OPERATING TRANSFERS OUT							
Capital Reserve Funds		-		-	-		-
MISCELLANEOUS							
Retirement		5		5	-		5
Insurance		272,965	-	272,965	245,832		27,133
Searles Bond Payment		12,144		12,144	12,144		-
Use of Searles Revenue Fund		20,000		20,000	9,360		10,640
Other Reimbursable Grants		-	1,865	1,865	1,792		73
Energy Grant		-	26,684	26,684	26,684		-
Donations/Gifts	1,106	-	1,600	2,706	2,698		8
Property Maintenance Trust		30,000		30,000	30,000		-
Earned Time Trust		-		-	-		-
Refunds and Abatements		147,831	1,996	149,827	128,155		21,672
OTHER GOVERNMENTAL DIVISIONS							
School	14,735,239	36,892,861		51,628,100	36,735,239	14,892,861	-
County		2,143,277		2,143,277	2,143,277		-
TOTALS	15,113,456	52,216,288	64,822	67,394,566	51,978,900	15,143,798	271,868

TRUSTEES OF THE TRUST FUNDS

NAME OF TRUST FUND	PRINCIPAL			INCOME			BALANCE END YEAR	GRAND TOTAL PRINCIPAL & INCOME	
	BALANCE BEGINNING YEAR	NEW FUNDS CREATED	WITH- DRAWALS	BALANCE END YEAR	BALANCE BEGINNING YEAR	INCOME DURING YEAR			EXPENDED DURING YEAR
CEMETERIES									
Cemetery-on-Hill	1,189.03	0.00		1,189.03	0.00	0.77	0.77	0.00	1,189.03
Perpetual Care	61,890.00			61,890.00	1,067.22	38.47	38.47	1,067.22	62,957.22
Neglected Lots	500.00	0.00		500.00	0.00	0.33	0.33	0.00	500.00
Garaphelia Park	1,000.00	0.00		1,000.00	0.00	0.63	0.63	0.00	1,000.00
Martha Clark Fund	2,000.00	0.00		2,000.00	0.00	1.29	1.29	0.00	2,000.00
Dora Haseltine Fund	500.00	0.00		500.00	0.00	0.33	0.33	0.00	500.00
Cemetery-on-the-Plains	17,574.89			17,574.89	7,914.52	16.32		7,930.84	25,505.73
Cemetery Trustees	0.00			0.00	25,383.60	178.95		25,562.55	25,562.55
Maintenance Fund	47,000.00	2,600.00	0.00	49,600.00	154.57	30.90	30.90	154.57	49,754.57
Louise Anderson Hall Fund	1,300.00	0.00		1,300.00	0.00	0.83	0.83	0.00	1,300.00
LIBRARY									
Public Library Fund	3,000.00	0.00		3,000.00	0.00	1.89	1.89	0.00	3,000.00
Library Books	1,000.00	0.00		1,000.00	0.00	0.63	0.63	0.00	1,000.00
ARMSTRONG MEM. BLD.	1,157.34			1,157.34	992.91	908.02	907.08	993.85	2,151.19
SCHOOLS									
Searles School Repairs	0.00	0.00	0.00	0.00	408.37	0.26		408.63	408.63
Eliz. Wilson Fund	1,000.00	0.00		1,000.00	0.00	0.63	0.63	0.00	1,000.00
School Dist. 2,3,4,6	4,022.00	0.00		4,022.00	0.00	2.61	2.61	0.00	4,022.00
MINISTERIAL FUNDS	1,989.63	0.00		1,989.63	0.00	1.29	1.29	0.00	1,989.63
NEEDY PERSONS	1,400.00	0.00	0.00	1,400.00	4,430.93	3.76		4,434.69	5,834.69
REPAIR TOWN BLDGS	1,979.65	0.00		1,979.65	0.00	1.28	1.28	0.00	1,979.65
IRENE HERBERT SCHSHIP	14,075.00	0.00	0.00	14,075.00	658.35	9.49		667.84	14,742.84
COBBETTS PD VILL. DIST.	12,719.56	0.00		12,719.56	1,058.55	8.86		1,067.41	13,786.97

TRUSTEES OF THE 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
CAPITAL RES. FUNDS									
Fire Apparatus	70,170.00	0.00	73,757.00	-3,587.00	3,691.73	17.72		3,709.45	122.45
Fire Station	0.00	0.00	0.00	0.00	1,473.87	0.96		1,474.83	1,474.83
Rte 111 / Town Complex	0.00	0.00	0.00	0.00	6,075.84	3.92		6,079.76	6,079.76
Fire Station Renovation	1,384.00	0.00	0.00	1,384.00	3,344.43	3.03		3,347.46	4,731.46
Nesmith Library	20,481.67	0.00	0.00	20,481.67	4,367.65	16.02		4,383.67	24,865.34
S.D. Repair/Replace Septic	0.00	0.00	0.00	0.00	1,643.68	1.05		1,644.73	1,644.73
Salt Shed	0.00	0.00		0.00	168.77	0.13		168.90	168.90
Senior Center	0.00			0.00	0.00			0.00	0.00
S.D. Building Modifications	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
S.D. Land Acquis Elem	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
S.D. Land Acq-Elem/HS	0.00			0.00	0.00			0.00	0.00
S.D. Paving/Parking Repair	25,957.68	0.00	0.00	25,957.68	1,187.78	17.45		1,205.23	27,162.91
School Bldg. Roof Repair/Repl	0.00	168,000.00	0.00	168,000.00		4.42		4.42	168,004.42
EXPENDABLE TRUST FD									
Property Maintenance	33,285.57	30,000.00	37,121.64	26,163.93	1,919.87	22.65		1,942.52	28,106.45
Earned Time	154,646.22	0.00	0.00	154,646.22	4,152.94	104.29		4,257.23	158,903.45
Town Museum	4,453.36	0.00	0.00	4,453.36	101.42	2.91		104.33	4,557.69
Fire Protection	0.00			0.00	0.00			0.00	0.00
School Bldg/Grounds Maint	134,089.45	0.00	0.00	134,089.45	811.90	86.81		898.71	134,988.16
GRAND TOTALS	619,765.05	200,600.00	110,878.64	709,486.41	71,008.90	1,488.90	988.96	71,508.84	780,995.25

Respectfully submitted for the Trustees,



Alphonse Marcil, Jr., Chairman

SCHEDULE OF TOWN PROPERTY

Property Location	GIS ID	Acres	^Assessed Land Value	*Appraised Bldg. Value(s)	Tax Deed	Gift	Description
Blueberry Road, 5	1-B-1022	0.97	9,000		✓		
Blueberry Road, 10	1-B-1025	1.01	9,000		✓		
Blueberry Road, 8	1-B-1026	0.92	9,000		✓		
Blueberry Road, 6	1-B-1027	0.96	9,000		✓		
Londonderry Road	1-B-1095	4.30	44,000				Rec - Rockingham Trail
Londonderry Road	1-C-2495	12.00	54,000				Rec - Rockingham Trail
Nashua Road	1-C-2500	163.50	730,000				Cons - Fosters Pond
Nashua Road	1-C-2500A	25.20	342,000	2,500			Rec - Nashua Rd Field
Beacon Hill Road	2-A-250	2.50	43,000				Rec - Rockingham Trail
North Lowell Road	2-A-650	1.90	50,000				
Frost Road	2-A-1325	1.50	172,000		✓		
Beacon Hill Road	2-B-495	4.60	44,000				Rec - Rockingham Trail
North Lowell Road	3-A-895	1.60	35,000				Conservation
Depot Road, 6	3-A-955	0.34	261,000				Depot
Quail Run Road	3-A-1000	11.74	195,000				
Rockingham Road	3-B-290A	8.00	10,000			✓	Conservation
Flat Rock Road, 35	3-B-355	8.00	120,000		✓		
Rockingham Road	3-B-375	10.78	38,000				
Rockingham Road	3-B-680	1.28	91,000		✓		
Depot Road	3-B-850-2	0.03	5,000		✓		
Depot Road	3-B-910	10.00	43,000				Conservation
Depot Road	3-B-925	4.50	37,000				Conservation
Depot Road, 8	3-B-998	0.30	129,000	130,000			Depot
Rockingham Road	3-B-1600	3.70	10,000			✓	Conservation
Londonderry Road, 43	5-A-200A	9.77	48,000			✓	Conservation
Londonderry Road	6-A-1000	8.20	47,000			✓	Conservation
Kent Street	6-A-1300	5.8	11,000			✓	
Pine Hill Road	6-C-200	13.00	48,000			✓	
Gov. Dinsmore Road, 84	7-A-500	1.60	183,000			✓	
Mockingbird Hill Road	7-A-501	0.01	11,000				Cemetery - Parker Fam.
Governor Dinsmore Road	7-A-625	3.10	9,000		✓		
Seavey Road	8-A-40	0.02	5,000		✓		
Seavey Road	8-A-61	0.34	6,000		✓		
Seavey Road	8-A-9010	0.60	8,000		✓		
Coburn Road, 2	8-B-530	1.88	87,000			✓	Conservation
Rockingham Road, 98	8-B-850	4.00	161,000		✓		
Rockingham Road, 92	8-B-900	3.30	159,000		✓		
Rockingham Road	8-B-1860	0.46	24,000		✓		
Rockingham Road	8-B-3001	208.40	2,263,000				Cons - Town Forest
Rockingham Road	8-B-4100	11.00	67,000		✓		Cons - Town Forest
Rockingham Road	8-B-4300	14.00	47,000		✓		Cons - Town Forest
Rockingham Road, 176	8-B-4401	1.00	34,000				
Searles Road	8-C-300	77.82	2,100				Conservation
Kendall Pond Road	9-A-652	0.05	9,000		✓		
Kendall Pond Road	9-A-655	0.69	190,000				Rec - Railroad Bed
Kendall Pond Road	9-A-770	4.80	44,000				Rec - Railroad Bed
Kendall Pond Road, 69	9-A-1600	11.00	45,000			✓	
Kendall Pond Road, 67	9-A-1604	1.51	9,000			✓	Conservation
Kendall Pond Road	9-A-1750	2.20	43,000				Rec - Railroad Bed
Ledge Road, 2	11-A-201	3.15	608,000	1,954,935			Transfer Stn/Highway
Haverhill Road	11-A-298	0.12	12,000			✓	
North Lowell Road, 3	11-A-590	3.00	458,000	3,197,573			Town Hall Complex

SCHEDULE OF TOWN PROPERTY

Property Location	GIS ID	Acres	^Assessed Land Value	*Appraised Bldg. Value(s)	Tax Deed	Gift	Description
Eastwood Road	11-A-634A	0.18	7,000		✓		
Indian Rock Road	11-C-350	5.96	35,000			✓	
North Lowell Road, 2	11-C-1200	0.57	239,000	766,733			Senior Center
North Lowell Road, 4	11-C-1300	1.56	313,000	522,195			Bartley House
Sheffield Street, 14	11-C-1700	13.57	26,000			✓	
Camelot Road	11-C-1800	4.75	11,000			✓	
Camelot Road	11-C-1801	4.83	11,000			✓	
Camelot Road	11-C-1802	1.50	10,000			✓	
North Lowell Road	11-C-3400	0.81	8,000			✓	
Pine Hill Road	11-C-3600	5.70	10,000			✓	Conservation
Cole Road	13-K-30	0.07	68,000		✓		
Doiron Road	13-K-34A	0.11	30,000		✓		
Cole Road	13-K-34B	0.16	31,000		✓		
Mammoth Road, 10	14-A-51	16.48	230,000			✓	Cons - Andrews Forest
Haverhill Road	14-A-200	31.70	315,000				Conservation
Haverhill Road	14-A-230	3.90	11,000			✓	
Haverhill Road, 200	14-A-850A	3.90	153,000		✓		
Londonbridge Road	14-B-14A	3.80	18,000			✓	
Haverhill Road	14-B-2101	0.05	5,000			✓	
Atlantic Road	14-B-2350	10.00	28,000		✓		
Londonbridge Road	14-B-2500	1.00	10,000			✓	Cons - Gage Lands
Gaumont Road, 22	16-C-1	0.39	39,000		✓		
Gaumont Road	16-C-5	0.30	38,000		✓		
Ash Street	16-F-8A	0.04	32,000		✓		
Indian Rock Road	16-L-50	1.00	128,000		✓		
Fellows Road	16-L-100	52.40	3,527,000	7,984,230			Fellows Rd. Complex
Fourth Street	16-P-501	0.05	6,000		✓		
Fourth Street	16-P-502	0.04	6,000		✓		
Fourth Street, 4	16-P-510	0.22	22,000		✓		
Fourth Street, 6	16-P-520	0.18	22,000		✓		
Fourth Street, 8	16-P-540	0.14	21,000		✓		
Third Street	16-P-560	0.27	15,000		✓		
Third Street	16-P-1004	0.29	30,000		✓		
Fourth Street, 10	16-P-1010	0.14	21,000		✓		
Armstrong Road	17-I-49	1.40	101,000		✓		
Bell Road	17-J-134A	0.03	16,000		✓		
Gardner Road, 7	17-J-138	.50	320,000	40,500	✓		
Farmer Road	17-L-65A	0.11	7,000		✓		
York Road	17-M-46A	0.09	34,000		✓		
Chapel Road, 3	18-L-525	4.61	430,000	1,693,630			Searles Chapel
Glance Road	19-B-701	1.78	44,000		✓		
Glance Road	19-B-715	2.40	44,000		✓		
Haverhill Road	20-D-1000	20.00	181,000				Water Supply
Haverhill Road	20-D-1300	7.00	39,000		✓		
Haverhill Road	20-D-1300A	1.00	9,000		✓		
Londonbridge Road	20-D-1550	14.50	1,400			✓	
Londonbridge Road	20-D-1600	110.74	515,000			✓	Cons - Gage Lands
Londonbridge Road	20-D-1800	20.00	115,000			✓	Cons - Gage Lands
Londonbridge Road	20-D-2000	10.00	45,000			✓	Cons - Gage Lands
Londonbridge Road, 16	20-D-2500	4.10	205,000		✓		
Bear Hill Road	20-E-350	10.00	156,000		✓		Cons - Gage Lands
Cobbetts Pond Road, 45	21-H-1A	0.97	494,000	7,000			Town Beach
Range Road, 156	21-K-150	3.30	180,000				Cemetery - Hill

SCHEDULE OF TOWN PROPERTY

Property Location	GIS ID	Acres	^Assessed Land Value	*Appraised Bldg. Value(s)	Tax Deed	Gift	Description
Cobbetts Pond Road	21-U-100	6.30	225,000	5,000			Cemetery - Plains
Ash Street	21-V-227A	0.07	33,000		✓		
Chipmunk Road	21-V-243J	0.25	30,000		✓		
Esty Road	21-V-255B	0.12	14,000		✓		
Cobbetts Pond Road	21-W-2	6.40	113,000			✓	Conservation
Cobbetts Pond Road	21-W-6	8.15	235,000	2,500			Cemetery - [~] New Plains
West Shore Road	22-L-75	0.10	48,000			✓	Conservation
West Shore Road	22-L-77	0.10	48,000			✓	Conservation
Spear Hill Road	22-R-250	0.70	7,000			✓	Conservation
Range Road, 111	22-R-900	36.19	1,441,000	277,172			Rec - Griffin Park
Rock Pond Road	24-A-601	3.70	10,000		✓		
Rock Pond Road	24-D-600	5.60	10,000		✓		
Rock Pond Road	24-E-100	5.00	10,000		✓		
Rock Pond Road	24-E-5000	13.00	11,000			✓	Conservation
Timberlane Road	24-F-500	10.00	182,000			✓	Conservation
Castle Hill Road	24-F-501	17.60	55,000				Conservation
Castle Hill Road	24-F-800	20.00	57,000			✓	Conservation
Castle Hill Road	24-F-900	28.00	60,000			✓	Conservation
Field Road, 19	24-F-950	3.73	182,000			✓	Conservation
Heritage Hill Road	24-F-1550	0.24	13,000			✓	
Heritage Hill Road	24-F-1551	0.15	12,000			✓	
Meadow Road, 3	24-F-5205	2.94	189,000	2,500			Rec - Tokanel Field
Washington Road	24-F-6100	13.00	429,000			✓	Conservation
Range Road, 247	24-G-101	13.00	11,000		✓		
Rock Pond Road	25-D-2A	0.29	13,000		✓		
Woodbury Road, 1	25-E-10	54.15	856,000				Cons - Deer Leap
Abbot Road	25-E-481	0.06	8,000		✓		Conservation
Abbot Road	25-E-500	0.30	29,000			✓	Conservation
Emerson Road	25-G-152	0.30	21,000		✓		
Osgood Street, 20	25-R-103	79.50	10,700				Cons - SE Lands
Marblehead Road, 39	25-R-300	22.00	230,000				Old Landfill
Marblehead Road	25-R-500	0.23	6,000			✓	
Brookdale Road	25-R-6000A	5.00	10,000		✓		
Spear Hill Road	25-R-6500	70.00	428,000				Cons - SE Lands
Bayberry Road	25-R-7010	17.00	259,000		✓		Conservation
Spear Hill Road	25-R-7025	10.00	44,000				Cons - SE Lands
Bayberry Road	25-R-8000	19.90	156,000				Cons - SE Lands
		1522.11	\$21,035,200	\$16,581,468			

^ As established by the Town Assessor

* As determined by the Town's insurance provider.

[~] Portions are currently being utilized for recreational purposes for Rogers Memorial Field and Wonderland Playground.

FINANCIAL STATEMENTS DECEMBER 31, 2010

INDEPENDENT AUDIT REPORT

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FINANCE

As Assistant Town Administrator and Finance Director, I compile a variety of financial information throughout the fiscal year, much of which is summarized in various sections of these Annual Town Reports. Financial information maintained by the Finance office is used in preparing annual required reports to the NH Department of Revenue, as well as in preparing the underlying financial data which comprises the Town's annual audited financial statements.

Town Tax Rate Highlights : While other sections of these Annual Town Reports contain information pertaining to the Total Town Tax Rate set by the NH Department of Revenue, the focus of this report will be the Town portion of the tax rate and the impact revenues have on the overall financial picture. There has been continued discussion this year among the Board of Selectmen ("the Board") regarding the limited non-tax revenue sources available to support the Town's spending. The table below identifies how the town portion of the tax rate is derived, and the detailed breakdown of general revenues.

<i>Town Only Tax Rate Breakdown</i>	2011	2010	2009
Gross Appropriations (Approved Budget)	\$13,032,319	\$12,894,315	\$12,692,319
Less: General Fund Revenues (see Chart A)	(\$5,758,834)	(\$5,249,081)	(\$5,208,168)
Less: State Shared Revenues	\$0	\$0	\$0
Plus: Overlay (abatements)	\$147,831	\$78,159	\$106,748
Plus: War Service Credits	\$243,500	\$243,000	\$247,000
Net to Raise via taxation	\$7,664,816	\$7,966,393	\$7,837,899
Town Tax Rate	\$3.79	\$3.99	\$3.45

<i>Chart A – General Fund Revenue (for tax rate)</i>	2011	2010	Difference
Licenses, Permits & Fees	\$2,813,565	\$2,782,800	\$30,765
State Revenues	\$913,610	\$854,901	\$58,709
Income from Departments, Other Taxes and Interest, Grants and Intergovernmental	\$685,931	\$725,799	(\$39,868)
Sale of Municipal Property	\$37,203	\$500	\$36,703
Cable Franchise Fees	\$207,000	\$192,000	\$15,000
Interest on Investments	\$20,000	\$30,000	(\$10,000)
Transfers In from other funds (Searles, Trust Funds)	\$33,344	\$32,720	\$624
Funds from Other Sources (Highway Truck Grant)	\$120,000	\$0	\$120,000
Funds from Other Sources (CRF, Impact fees, Bonds)	\$493,492	\$350,000	\$143,492
Use of prior year fund balance to reduce the tax rate	\$434,689	\$280,361	\$154,328
<i>Total GF Revenue for tax rate (see chart above)</i>	\$5,758,834	\$5,249,081	\$509,753
Impact of Funds directly offsetting appropriations	(613,492)	(350,000)	
Net GF Revenue on which the tax rate is set	\$5,155,342	\$4,899,081	\$256,261

Revenue Highlights : What is referred to as the "General Fund Revenues" represents the majority of revenue, outside of property taxes, received through general operations of the town (i.e. motor vehicle registrations, revenues from the state, departmental income, etc). Once the Town budget is approved in March, the Finance office tracks the revenues received throughout the year and estimates the total expected general revenues that can be used to support the approved spending for that year. The estimated general revenues, combined with any funds available from the previous year's ending fund balance, will be deducted from the approved budget, and the remainder is raised through annual property taxes. Chart A above adjusts for the impact of the "Funds from Other Sources", which represents a direct offset to a particular appropriation article in a given year, and thus varies from year to year.

The net increase in General Fund revenues is \$256,261. This is primarily due to an additional \$154,328 in fund balance available to be used to reduce the tax rate in 2011 (this will be discussed later in this report) and additional State revenues in 2011. As a result of the increased revenues, combined with the \$125,472 decrease in net appropriations in 2011, the amount needed to be raised through taxation decreased.

FINANCE

Although some portions of the revenue budget remain steady from year to year, such as motor vehicle registrations and departmental income, other portions such as grant funds and State revenues tend to vary from year to year and have a significant impact on the resulting Town tax rate.

As illustrated above:

- Approximately 60% of the Town's annual budget is raised through general taxation. The other approximately 40% is from other revenue sources as noted in Chart A.
- Of the 40% revenues collected in 2011 through operations, 18% came from State funding (Meals & Rooms Distribution and Highway Block Grant), 8% was from use of fund balance, leaving approximately 74% coming from local revenue sources.
- Chart A reflects the change in *budgeted* revenues from one year to the next, however, a full revenue report containing *actual* results for 2011 and 2010 can be found later in this report.

Other Town Revenues : For certain appropriation articles that are partly funded through grants funds, capital reserve funds or issuance of bonds, the revenues are detailed in Chart A and are recorded in the year in which the project was approved by the voters, not necessarily the year in which it was received.

Other revenues are accepted by the Board via public hearings throughout the year. These include State, Federal and private source grants which are accepted and expended for a specified purpose during the year, and are not considered a general revenue to the Town. The most significant of these items accepted in 2011 was a federal energy grant totaling \$26,684, which allowed the Town to make energy efficient lighting upgrades and complete an energy audit of several Town buildings, at no expense to the Town.

Town Debt : As noted in the previous year, the Town had no outstanding long-term municipal debt since the Town's master bond was paid off in 2009. However, during 2011 the Town received authorization to enter into a new, two-year bond to fund the purchase of a new fire engine. While the Town also continues to pay down a \$100,000 renovation bond for the Searles building as shown below, this debt payment is fully funded through rental revenues from the operation of the building and not from the Town's operating budget. The Town also has entered into several lease/purchase arrangements for Police, Fire, Highway and Transfer Station vehicles and equipment, the annual principal and interest payments for which are contained in the Town's annual operating budget. The full Statement of Bonded Indebtedness for 2011 is as follows:

Original Issue	\$391,135 / October 2011 / Northway Bank
Purpose	Purchase Fire Engine
Rate	1.46%

	Date	Principal	Interest	Payment	Balance
					391,135.00
2012	10/30/12	195,567.50	5,710.57	201,278.07	195,567.50
2013	10/30/13	195,567.50	2,855.29	198,422.78	0.00
		\$391,135.00	\$8,565.86	\$399,700.86	

Original Issue	\$100,000 / June 2003 / TD Bank
Purpose	Searles Building Renovations
Rate	4.00%

	Date	Principal	Interest	Payment	Balance
					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
		\$44,000.00	\$4,480.00	\$48,480.00	

FINANCE

Additionally, the Town entered into a \$1,000,000 Tax Anticipation note that remained outstanding as of December 31, 2011. This note was structured as a line of credit and was available to assist the Town with its cash flow needs, however, working cooperatively with the Windham School District, the Town was able to meet its cash flow requirements without drawing on this line of credit during 2011.

Fund Balance : Each year, the Board discusses the appropriate level of fund balance to protect the Town from unforeseen financial circumstances. As shown in the Balance Sheet later in this report, fund balance generally represents the difference between the Town's assets and liabilities, at a given point in time. Upon completion of the Town's annual financial audit, any variances in budgeted expenditures and revenues throughout the year become part of the Town's "budgetary basis" fund balance. The following chart shows the budgetary basis undesignated fund balance available for tax rate setting over the last several years, since the Board elected to maintain a balance of \$300,000. While the NH Department of Revenue Administration recommends a much higher remaining fund balance, the Board has generally believed that with proper planning and oversight of Town finances, the Town's balance is sufficient.

End of year budgetary basis fund balance:	2010	2009	2008	2007
Available for tax rate setting	\$734,689	\$580,361	\$638,615	\$382,836
Amount used to reduce next year's tax rate	\$434,689	\$280,361	\$338,615	\$82,836
Remainder	\$300,000	\$300,000	\$300,000	\$300,000

Balance Sheet : The following represents the General Fund balance sheet as of December 31, 2011 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.

BALANCE SHEET - General Fund as of December 31, 2011

ASSETS	
Cash	\$12,973,452
Taxes receivable, net	2,947,438
Accounts receivable	79,028
Due from other funds	6,683
Due from other governments	17,930
Restricted cash - performance bonds	408,591
Restricted cash - other	11,592
Total Assets	\$16,444,714
LIABILITIES & FUND BALANCES	
Liabilities	
Accounts payable	\$ 61,452
Deferred revenues	97,734
Deposits	408,591
Due to other governments	14,892,861
Total Liabilities	15,460,638
Fund Balances	
Reserved for encumbrances	14,331
Unreserved:	
Designated for subsequent years' expenditures	116,606
Undesignated	853,139
Total Fund Balances	984,076
Total Liabilities & Fund Balances	\$16,444,714

FINANCE

Special Fund Activity : The following represents a summary of all transactions administered through the Town's Special funds, not including the General Fund, as compiled by the Town's Finance Department. These funds are held in custody by the Town Treasurer, however, funds are collected and expended based upon the designated purpose for which each fund was established.

Special Funds	Balance 01/01/11	Income	Disbursements	Interest	Balance 12/31/11
Cable TV Trust Fund	241,152.42	22,000.00	0.00	1,755.80	264,908.22
Searles Special Revenue	7,249.57	18,687.84	21,504.36	4.23	4,437.08
Expendable Health Trust	271,692.06	571,677.78	512,679.13	1,218.55	331,909.26
Cemetery Operation Fund	100,157.20	2,700.00	0.00	709.02	103,566.22
Conservation Land Trust	487,215.95	173,017.05	19,913.29	2,835.60	643,155.31
Road Bond Fund	9,233.30	0.00	0.00	5.93	9,239.23
Law Enforcement Fund	968.84	0.00	0.00	0.63	969.47
Town Clerk Special Acct	2,538.96	19,775.94	20,912.50	0.89	1,403.29
Recreation – Lacrosse	22,867.84	48,334.78	56,751.00	8.32	14,459.94
Conservation Special	2,155.01	0.00	0.00	1.40	2,156.41
Recreation – Basketball	1,257.13	2,760.00	2,711.93	1.13	1,306.33
Recreation – Programs	3,952.48	74,502.41	68,107.05	6.32	10,354.16
Recreation – Tennis	3,848.69	0.00	3,849.94	1.25	0.00
Police Public Safety Rev	121,722.37	287,255.00	271,461.91	102.91	137,618.37
Police Fed Forfeitures	282.77	10,281.17	0.00	4.16	10,568.10
Fire Public Safety Rev	23,822.84	24,694.41	22,000.68	19.85	26,536.42
Subdivision Escrow	84,509.22	38,815.87	50,993.44	2.43	72,334.08
Misc. (Undefined)	5.06	0.00	0.00	0.00	5.06
School Impact Fees	3,206.49	37,799.94	0.00	10.45	41,016.88
High School Impact Fees	54,080.86	61,568.00	0.00	51.49	115,700.35
Rte 28 Emerg Resp Fund	11,121.53	0.00	0.00	75.74	11,197.27
Rail to Trail Fund	100.31	0.00	0.00	0.06	100.37
Police Impact Fees	17,514.13	3,312.16	0.00	11.62	20,837.91
Fire Impact Fees	28,689.64	5,539.32	28,600.00	8.09	5,637.05
WRTA Donation	0.00	1,500.00	0.00	0.00	1,500.00
Grand Total	\$1,499,344.67	\$1,404,221.47	\$1,079,485.23	\$6,835.87	\$1,830,916.78

The collective cash balances for the above funds were invested as follows as of December 31, 2011 (represents bank statement balances exclusive of deposits in transit and outstanding checks):

Citizens Bank Operating Accounts – earning 0.04%	\$983,827.25
Centrix Bank Investment Account – earning 0.30%	\$860,400.00
TD Bank Merchant Account – earning 0.00%	\$5,967.90

Performance Bonds

As of 12/31/11, the following bonds/escrow accounts are held in custody by the Town Treasurer, either for the completion of projects approved by the Planning Board or for other town requirements. These funds are collected and expended through Planning Board and/or Board of Selectmen approval.

FINANCE

Project	Type	Balance
Atlantic Telecom (Cell Tower Removal Bond)	Insurance Co Bond	\$30,000.00
Anderson Subdivision	Letter of Credit	73,006.00
Castle Reach III	Letter of Credit	17,670.00
Comcast/Adelphia (Cable TV)	Insurance Co Bond	75,000.00
Cristy Rd Ext	Cash	23,609.40
D & S Builders	Cash	100.00
Fieldstone Woods (Mountain Home Building)	Cash	19,610.23
Fieldstone Woods (DHB, Inc)	Letter of Credit	17,082.00
Fox Crossing Retaining Wall	Insurance Co Bond	15,480.00
Gov Dinsmore Rd (McIntosh Hollow)	Letter of Credit	93,720.00
Gov Dinsmore Rd (Orchard Blossom)	Letter of Credit	39,275.00
Ironwood Rd Trenching/Right of Way	Cash	3,000.37
Jenny's Hill Rd	Insurance Co Bond	21,000.00
Johnny Hill Estates	Cash	101,183.81
Lakeview Farm/Harvest Rd	Letter of Credit	57,600.00
Londonbridge Rd Trenching/Right of Way	Cash	6,001.44
McIntosh Hollow	Letter of Credit	253,587.00
Medicus LLC	Letter of Credit	11,567.60
Netherwood Rd	Insurance Co Bond	14,600.00
Outlook Rd	Cash	55,523.85
Partridge & Quail Rds	Cash	2,886.19
Pawtucket Rd	Letter of Credit	22,593.80
Porcupine Rd	Cash	32,160.96
Ryan Farm Rd (Mesiti)	Cash	25,230.11
Ryan Farm 3 (Great Mountain View)	Letter of Credit	86,933.00
Ryan Farm 4 (Great Mountain View)	Letter of Credit	1,582,944.00
Searles Rd (Forfeited)	Cash	15,080.62
Settlers Ridge Rd	Cash	13,043.15
Spruce Pond Phase II	Letter of Credit	92,808.00
Spruce Pond Phase III	Letter of Credit	10,800.00
Stoneywyke Rd (Forfeited)	Cash	6,434.11
Terra Bella	Letter of Credit	24,150.00
Villages of Windham	Letter of Credit	42,834.00
Wall St/International	Cash	32,985.02
Wall St (Shaws) Driveway	Insurance Co Bond	13,586.00
White Mountain Cable Construction (Cable TV)	Insurance Co Bond	20,000.00
Windham Meadows II	Cash	71,841.68
Total Performance Bonds		\$3,024,927.34

The collective cash balances for the above funds were invested as of December 31, 2011 in Citizens Bank Operating accounts earning 0.04%.

In closing, while the majority of the Finance operations involve day-to-day processing and oversight functions, we continue to seek ways to gain efficiencies and provide support to the other departments in Town. On a quarterly basis, I report to the Board of Selectmen on the overall state of the Town's finances, including our expenditure and revenue activity to date. These periodic reports, and other finance related items, can be found on the Finance page of the Town's website. I encourage anyone to contact me directly for questions or for more specific Town financial information as needed.

Respectfully submitted,



Dana Call, Assistant Town Administrator-Finance

FINANCE

REVENUE REPORT - COMPARATIVE ANALYSIS AS OF DECEMBER 31, 2011

<i>Unaudited</i>	Estimated Revenue For 2011	Actual Revenue @ 12/31/11	Actual Revenue @ 12/31/10	Increase (Decrease) 11-10	2011 % of Estimate Received
SOURCES OF REVENUE					
<u>TAXES</u>					
Yield/Excavation Tax	\$ 1,400	2,597	1,867	730	185.5%
Interest & Penalties on Taxes	197,302	202,702	209,771	(7,069)	102.7%
Boat Taxes	14,000	14,114	15,010	(896)	100.8%
<u>INTERGOVERNMENTAL REVENUES</u>					
Highway Block Grant	306,455	306,455	278,167	28,288	100.0%
Rooms and Meals	607,155	607,155	576,734	30,421	100.0%
<u>LICENSES AND PERMITS</u>					
M V Permit Fees	2,610,000	2,651,934	2,597,627	54,307	101.6%
Building Permits	140,000	137,432	191,427	(53,995)	98.2%
Other Licenses and Permits:					
Dog Licenses	17,365	17,398	16,090		
Animal Officer Fees	2,600	3,085	2,335		
Planning Board Fees	30,000	31,577	12,214		
Board of Adjustment Fees	8,000	9,514	7,756		
Town Clerk Miscellaneous	4,500	5,223	4,999		
Gun Permits	1,100	1,230	1,425		
Subtotal Other Licenses/Permits	63,565	68,027	44,819	23,208	107.0%
<u>CHARGES FOR SERVICES</u>					
Cable TV Fees	207,000	209,028	197,033	11,995	101.0%
Income from Departments:					
Special Duty-Contracted Police	30,000	28,725	31,971		
Welfare Reimbursements	2,200	2,774	19,262		
Community Dev Miscellaneous	3,000	3,395	3,124		
Police Dept Miscellaneous	5,000	5,503	6,483		
Ambulance Fees	200,000	257,988	222,456		
Fire Dept Miscellaneous	12,000	21,761	21,889		
Transfer Station Fees	70,000	85,575	73,592		
Police - Accident Reports	1,800	1,982	2,253		
Recreation - Swim Lessons	4,452	4,452	5,604		
Subtotal Income from Dept's	328,452	412,155	386,634	25,521	125.5%
<u>MISCELLANEOUS REVENUES</u>					
Interest on Deposits	20,000	18,678	31,459	(12,781)	93.4%
Sale of Town Property	37,203	103,024	49,415	53,609	276.9%
Other Miscellaneous Revenues:					
Intergovmtl/Fire SAFER Grant	63,000	67,490	145,392		
Other State/Fed Grants/FEMA	14,642	14,642	25,379		
Insurance/Other Reimb/Refunds	12,500	16,163	31,453		
Parking Fines	1,300	1,545	2,696		
Town Building Rent	2,835	3,485	9,325		
Selectmen Miscellaneous	48,500	56,991	8,128		
Donations/Grants	-	-	938		
Treasurer's Miscellaneous	1,300	1,828	1,290		
Town Clerk - Copy Fees	700	890	2,073		
Subtotal Other Miscellaneous	144,777	163,034	226,674	(63,640)	112.6%
<u>OTHER FINANCING SOURCES</u>					
Income from Trust Funds	1,200	1,648	560	1,088	137.3%
Proceeds from Bond Issuance	391,135	391,135	0	391,135	100.0%
Income from Capital Reserve Funds	73,757	73,757	350,000	(276,243)	100.0%
Income from Revenue Funds	32,144	32,144	32,160	(16)	100.0%
Income from Other Sources:					
Use of Impact Fee Funds	28,600	28,600	-	28,600	100.0%
Highway Truck Grant Funds	120,000	120,000	-	120,000	100.0%
TOTAL REVENUES	\$ 5,324,145	5,543,619	5,189,357	354,262	104.1%

TOWN TREASURER

The following represents a summary of all transactions administered through the Town's General Fund, as compiled by the Town's Finance Department, working collaboratively with our Town Treasurer, Robert A. Skinner.

General Fund Cash Balance on January 1, 2011	\$13,168,579.80
Cash Receipts:	
Tax Collector – Property Taxes, Interest, Etc.	46,484,576.27
Tax Collector – Land Use Change Taxes	159,178.05
Town Clerk	2,692,644.56
Community Development	181,918.17
Transfer Station	87,862.58
Police Department	38,985.20
Fire Department	279,748.91
Cable Franchise Fees	209,027.96
State of NH – Meals & Rooms Distribution	607,154.51
State of NH – Highway Block Grant	306,454.74
State of NH TE/ARRA – Depot Renovation	47,580.60
Other Intergovernmental – SAFER, NHRS, Etc.	124,305.19
Sale of Town Property	103,024.44
Proceeds from Redemption of Tax Deeded Properties	49,392.44
Grants & Donations	12,359.25
Administration & Other Miscellaneous	103,037.87
Interest on Investments	18,677.53
Transfers In from Capital Reserve, Property Trust Funds	80,878.64
Proceeds from Issuance of General Obligation Bonds	391,135.00
Proceeds from Issuance of Tax Anticipation Notes	0.00
Subtotal Cash Receipts	51,977,941.91
Cash Disbursements:	
Selectmen's Warrants & School District Transfers	(51,987,892.14)
Transfer Out to Conservation Land Fund	(171,178.05)
Transfer Out to Village District	(13,999.06)
Payoff of Tax Anticipation Notes	(0.00)
Subtotal Cash Disbursements	(52,173,069.25)
General Fund Cash Balance on December 31, 2011	\$12,973,452.46

The general fund cash, held in custody by the Town Treasurer, was invested as follows as of December 31, 2011 (represents bank statement balances exclusive of deposits in transit and outstanding checks):

Citizens Bank Operating Account – earning 0.04%	\$10,045,592.17
Centrix Bank Investment Account – earning 0.30%	\$3.28

Respectfully submitted,



Robert A. Skinner, Town Treasurer



Dana Call, Assistant Town Administrator-Finance

EXPENDABLE HEALTH TRUST FUND

----- Disbursements -----

MONTH	INCOME	PREMIUMS	CLAIMS	ADMIN FEE	RENEWAL	INTEREST	MISC.	BALANCE
								271,692.06
January	26,022.15	0.00	10,665.91	1,732.50	0.00	139.05		285,454.85
February	34,904.92	0.00	6,071.24	0.00	0.00	124.75		314,413.28
March	46,269.17	0.00	76,756.99	1,749.00	0.00	124.82		282,301.28
April	37,185.20	0.00	17,172.48	0.00	0.00	119.57		302,433.57
May	46,481.50	0.00	30,046.20	0.00	0.00	109.90		318,978.77
June	36,907.58	0.00	37,474.97	1,749.00	0.00	107.04		316,769.42
July	36,437.93	0.00	21,320.69	0.00	0.00	93.06		331,979.72
August	44,860.55	0.00	28,375.42	0.00	0.00	93.68		348,558.53
September	35,499.31	0.00	16,269.49	1,732.50	0.00	84.06		366,139.91
October	35,060.08	0.00	8,040.54	0.00	0.00	86.25		393,245.70
November	44,849.34	81,234.22	11,484.04	0.00	500.00	82.63		344,959.41
December	147,200.05	136,658.46	23,645.48	0.00	0.00	53.74		331,909.26
TOTALS	571,677.78	217,892.68	287,323.45	6,963.00	500.00	1,218.55	0.00	331,909.26

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 on behalf of its employees, as well as a portion of the monthly health premium for employees. The balance of the monthly premium cost of the health insurance program is funded through the Town’s general operating budget. The income deposited into this fund consists of the employees’ co-pay amounts from weekly payroll deductions. As a result of the new federal Employee Retiree Reinsurance Program, the Town received \$91,345.39 in December 2011, reflecting reimbursement of claims paid as part of the Town’s health coverage. These funds were used to offset the overall cost of funding employee health premium and claims expenses in 2011.

TOWN CLERK

This office is constantly focusing on streamlining procedures but also abiding by federal, state, and local regulations. With our growing population in the Town of Windham, we are trying to make sure that all residents walking through the door get our undivided attention; without the “never ending line”.

In April, we had our first annual Dog Fair at Griffin Park. Town Clerk Nicole Merrill invited all Windham dog businesses including all Windham veterinarians to this event. Of the latter, only Granite State Animal Hospital could make it that day. The Hospital offered Kennel Cough shots, canine and feline rabies shots, and had the capacity to provide microchip. The local businesses that participated were Rockingham Emergency Hospital, Karen Reid Reiki, Woof It Down, Woof Woof, and Basenji Rescue & Transport. Granite State Animal was kind enough to bring a groomer that is affiliated with them to clip nails for free. The Town Clerk’s Office was also in attendance, registering resident’s dogs right at Griffin Park. Thankfully, the weather turned out to be beautiful and the Dog Fair was a success.

We are happy to report that in September, single-check stream was implemented. This means, that instead of writing a check to the State and a check to the Town of Windham, everyone registering a vehicle will only need to write out one check to the Town. This helps in keeping the line at bay, and is convenient for not only our residents but it helps out our balancing at the end of the day.

In October and November, Town Clerk Nicole Merrill put on two different Election trainings for the upcoming 2012 Election year for all Election Officials. Both training seminars were held at the High School and Deputy David Scanlan of the Secretary of State’s office was in attendance at both trainings to answer any questions or concerns.

All year long, we have been collecting email addresses from residents for both dogs and vehicle registrations. We are using these to send out renewal reminders to reduce paper and postage. We are constantly looking for ways to help save costs for the Town of Windham.

Town Clerk Nicole Merrill has started a page on Facebook for the Town Clerk’s Office to reach out to the residents more about closings, Election information, and any other important information pertinent to the residents.

Next year Town Clerk Nicole Merrill plans on discussing with the Board of Selectmen about using credit cards for the Town Clerk’s Office. She has been researching and compiling information all year about costs and if there are benefits for the Town of Windham. She wants to make sure that the budget has no extreme increase but also wants the residents to have the option for their convenience.

The Town Clerk’s Office has a great relationship with the State specifically regarding Motor Vehicle and the Vital Record databases. Time and time again, we are being asked to be a pilot town for the State or to be testers for various programs. Town Clerk Nicole Merrill is always on board for these requests with the State because we work hand and hand with them as an agent. Plus, Windham will always have first hand experience with the new programs that come out, and have a better advantage over other towns. Thus, better serving our residents.

In the Town Clerk’s Office, our Mission is to conduct Town business with efficiency and effectiveness while catering to our residents. For example, if there is any money to be saved on a vehicle registration, or making sure residents bring in the correct documents, or to just simply show a courteous gesture, we at the Town Clerk’s Office take that very seriously. The door is always open for any questions or concerns. Please come on by and say “hi!”.

TOWN CLERK

GENERAL FUND REVENUES COLLECTED:	<u>2011</u>	<u>2010</u>
Motor Vehicle Permits	\$2,594,056.00	\$ 2,539,253.50
Mail-in Registrations	13,618.00	13,120.00
State Motor Vehicles	39,040.00	40,587.50
Titles	5,219.00	4,666.00
Dog Licenses	17,397.50	16,089.50
Income from Dog Officer	3,085.00	2,335.00
Sale of Town Information	890.35	2,073.10
Boats	14,114.45	15,009.70
UCC Filings / Other Misc	2,529.26	2,076.07
Vital Records	2,195.00	2,354.00
OHRV / Hunting & Fishing	500.00	569.00
Total:	\$2,692,644.56	\$2,638,133.37
REMITTED TO TREASURER:	\$2,692,644.56	\$2,638,133.37
Motor Vehicle Permits Issued:	17,405	16,867
Dog Licenses Issued	2,246	2,051

Respectfully submitted,



Nicole Merrill, Town Clerk

TAX COLLECTOR

DEBIT REPORT

	2011	Levies of Prior
UNCOLLECTED TAXES BEGINNING OF YEAR:		
Property Taxes	\$ 0.00	\$ 1,874,683.04
Land Use Change Taxes	0.00	73,195.00
Yield Taxes	0.00	184.77
Excavation Taxes	0.00	0.00
TAXES COMMITTED THIS YEAR:		
Property Taxes	46,488,053.28	0.00
Land Use Change Taxes	174,800.00	0.00
Yield Taxes	2,217.69	0.00
Excavation Taxes	675.66	0.00
OVERPAYMENTS:		
Property Taxes	78,018.53	772.24
Miscellaneous	53.50	6.00
INTEREST COLLECTED ON DELINQUENT TAXES:	28,345.43	106,140.99
COLLECTED PENALTIES/FEES	220.00	4,703.50
	-----	-----
TOTAL DEBITS	\$46,772,384.09	\$ 2,059,685.54

CREDIT REPORT

	2011	Prior
REMITTED TO TREASURER:		
Property Taxes	\$ 44,394,932.37	\$ 1,874,683.04
Land Use Change Taxes	136,900.00	73,195.00
Yield Taxes	1,709.11	184.77
Interest	28,345.43	106,140.99
Penalties/Fees	220.00	4,703.50
Overpayments/Refunds	78,018.53	772.24
Miscellaneous	53.50	6.00
Excavation Tax	675.66	0.00
ABATEMENTS MADE:		
Property Taxes	19,200.61	0.00
Yield Taxes	508.58	0.00
Land Use Change Taxes	0.00	0.00
UNCOLLECTED TAXES END OF YEAR:		
Property Taxes	2,073,920.30	0.00
Land Use Change Taxes	37,900.00	0.00
Yield Taxes	0.00	0.00
Excavation Taxes	0.00	0.00
	-----	-----
TOTAL CREDITS	\$46,772,384.09	\$ 2,059,685.54

TAX COLLECTOR

SUMMARY OF TAX SALE/LIEN ACCOUNTS DEBIT REPORT

	2010 Levies	2009 Levies	Prior Levies
UNREDEEMED LIENS:			
Beginning of Year	\$.00	\$ 442,299.64	\$ 323,531.62
LIENS EXECUTED:			
During Fiscal Year	822,921.44	0.00	0.00
INTEREST & COSTS:			
Collected After Execution	8,586.55	35,454.62	92,467.96
	-----	-----	-----
TOTAL DEBITS	\$ 831,507.99	\$ 477,754.26	\$ 415,999.58

CREDIT REPORT

REMITTANCE TO TREASURER:			
Redemptions	\$ 260,124.17	\$150,473.06	\$ 218,896.69
Interest/Costs	8,586.55	35,454.62	92,467.96
ABATEMENTS:	27,556.39	25,781.05	25,303.38
UNREDEEMED LIENS:			
Balance End of Year	535,240.88	266,045.53	79,331.55
	-----	-----	-----
TOTAL CREDITS	\$ 831,507.99	\$ 477,754.26	\$ 415,999.58

Respectfully submitted,



Ruth A. Robertson, Tax Collector

CAPITAL IMPROVEMENTS PLAN 2012-19

Adopted by the Windham Planning Board October 19, 2011

I. Introduction

New Hampshire Revised Statutes delegate to the Planning Board the responsibility for preparing a Master Plan to guide the development of the municipality. The Windham Planning Board adopted a Master Plan in 1985 and, has since, updated the plan every five years. The update for the 2005 Master Plan was completed during the first half of calendar year 2005. During the last year the Windham Planning Board completed a Benchmark Review of the 2005 Master Plan. No alterations were made to the 2005 Master Plan report. A Capital Improvement Program (CIP) is the financial counterpart to a Master Plan. The CIP is a financial master plan for charting a municipality's capital needs over a specified time frame. The programming of capital expenditures into a rational planning and budgeting process is an important management tool for the allocation of tax revenue.

Growth can have a substantial impact on the municipal services and facilities. CIP's have become associated with efforts to manage growth and tax impact. Revised Statutes Annotated 674:22 requires municipalities, which regulate development through a growth management ordinance, to prepare and adopt a Master Plan and a CIP. Although it is a prerequisite of a growth ordinance, a CIP can stand alone on its own merits as a planning tool.

At the 1986 Town meeting, the voters of Windham authorized the Planning Board to prepare a CIP. A Planning Board CIP Sub-Committee was formed to undertake this task. While NH RSA 674:5-8 states that it is the Planning Board which prepares the plan, it is important to involve the Board of Selectmen, School Board, Town department heads, and other Town boards and commissions. Since it is the Selectmen and School Board who prepare the budget in Windham, they are a vital part of the CIP process.

According to the Windham Planning and Zoning Board bylaws, the CIP Sub-Committee's membership is as follows:

- One Selectman appointed by the chairman of the Board of Selectmen whose term shall be one year.
- One School board member appointed by the chairman of the School Board whose term shall be one year.
- Two members of the Planning Board appointed by the chairman of the Planning Board whose term shall be one year.
- Three members of the general public appointed by the chairman of the Planning Board whose terms shall be three years, limited to a six-year tenure.

Throughout this document, "department" will be used to encompass all town boards, commissions, committees, trustees, and departments.

The CIP Sub-Committee has the following tentative meeting schedule:

JUNE	Appoint new members and organize for the coming year.
JULY	Request written capital project proposals from town departments and School Board.
AUG/SEPT	Meet with all departments and committees to discuss their capital needs.
SEPTEMBER	Meet to review submitted capital projects and develop the plan.
OCT/NOV	Conduct a workshop with the Planning Board followed by final presentation to the Planning Board and hold a public hearing.

CAPITAL IMPROVEMENTS PLAN 2012-19

The Capital Improvements Program is a budgetary document that forecasts major Town expenditures for a legally mandated six-year period. Windham has traditionally created a CIP for a longer eight-year period. A summary analysis of each project is included in the CIP.

The program, when adopted and fully utilized, serves to ensure that the necessary services and facilities to meet the community's needs are provided in accordance with the financial capabilities of Windham.

For the purpose of this document, a capital improvement is defined as a major expenditure (usually non-recurring) for public facilities costing more than \$50,000.

CIP expenditures are considered beyond the scope of normal annual operating or maintenance expenses. Included are:

- Land acquisition for public purpose
- New buildings or additions
- Vehicles and other machinery with a useful life of greater than five years
- Major building or facility renovations with a useful life of greater than ten years
- Road renovations resulting in long-term improvement in road capacity or conditions
- Special studies such as assessments or a Master Plan
- Studies or architectural plans costing more than \$50,000 for the above capital improvements

A Capital Improvements Program offers many advantages:

- Stabilizes year-to-year variations in capital outlays.
- Makes acquisitions more feasible and defensible (e.g., land for water supply, waste disposal, recreation).
- If used in conjunction with a pooled investment reserve fund, can offset total costs of capital expenditures by reducing interest payments.
- Enables the town to establish growth control measures (in conjunction with a master plan).
- Facilitates implementation of the master plan by scheduling proposed projects over a period of time. The program can eliminate duplication and a random approach to expenditures.
- Furnishes a total picture of the municipality's major needs, discourages piecemeal expenditures and serves to coordinate the activities of various departments.
- Establishes priorities for projects on the basis of needs and cost.

The CIP Annual Process:

- Request from each of the Town departments detailed individual capital improvement requests.
- Schedule presentations, by department, of each request.
- CIP Sub-committee discusses and classifies each request by need and funding amount. (See Section IIA – Method of Classification for definition of need)
- CIP Sub-committee prepares eight year appropriations spreadsheet which is presented to Planning Board.

The Planning Board and the CIP Sub-Committee together review the CIP and make desired revisions. After a public hearing is held, the Planning Board adopts the CIP. The CIP recommendations for the budget for the upcoming year are presented to the Selectmen and School Board for their consideration. The Board of the Selectmen, the School Board, and the electorate, should adopt the first year of the CIP program as the capital budget for that year.

The capital budget, the school department's operating budget, and the town's operating budget together make up the total municipal budget for the year.

CAPITAL IMPROVEMENTS PLAN 2012-19

II. Background: CIP 2011 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 schedule 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 attached hereto as Appendix B.

After each project is classified, projects falling into the same class are 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 2012 Available Capital Improvement Funds

The CIP Sub-Committee used the official tax valuation less utilities figure for 2011 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 2011 the town valuation figure was set at \$2,010,118,370.

To compute the available CIP funds for year 2012, the sub-committee used the actual 2011 valuation and applied a 0.5% increase to reach \$2,020,168,962 as an estimated tax valuation figure. For FY 2012-2019 planning, the sub-committee estimated available CIP funds using a range of increases each year to determine the valuation figures for the subsequent 2013 – 2019 years.

The CIP Sub-Committee has recognized the enormity of the costs attributable to the new high school. The current CIP Appropriations Chart Plan does not include the costs of the new high school bond. However, it is shown as "Other Appropriations" in order for the community to be aware of its impact on the overall tax rate for the Town of Windham. The sub-committee believes that in order to continue to fund needed town-wide capital improvement projects, the high school bond costs should be removed from the core CIP plan. If not, the bond costs would exceed the annual allocated funding and preclude any funding for other needed projects.

The CIP Sub-Committee has adopted a CIP rate of \$0.75 per thousand to fund the non-high school capital projects. It is required that the first year of the CIP plan be balanced to zero (2012 in this plan).

CAPITAL IMPROVEMENTS PLAN 2012-19

III. CIP FY 2012 Plan

FUNDING AMOUNTS

2011 Actual Town Tax Valuation Less Utilities	\$2,010,118,370
2012 Estimated Town Tax Valuation less Utilities	
with 0.5% estimated growth	2,020,168,962
CIP funding at \$0.75 per thousand of 2012 Estimate	1,515,127
Other CIP Contributions:	
Searles Special Revenue Fund	12,112
State Highway Grant	132,000
Assistance to Firefighters Grant	203,300
Assistance to Firefighters Grant	61,750
TOTAL AVAILABLE CIP FUNDING FOR 2012	1,924,289
FIXED CIP OBLIGATIONS FOR 2012	
Searles Bond	12,112
Fire Truck Financing	201,278
REMAINING CIP FUNDS AVAILABLE FOR REQUESTED PROJECTS	\$ 1,710,899

IV. CIP FY 2012 – 2019 Appropriations Chart

CIP FY 2012 - 2019 Appropriation Chart (Summary)

Notes	CRF Balances	2012	2013	2014	2015	2016	2017	2018	2019
CIP Projected Availability		\$1,515,127	\$1,522,702	\$1,537,929	\$1,553,309	\$1,568,842	\$1,592,374	\$1,616,260	\$1,640,504
Fixed CIP Obligations									
Searles Bond	1	12,112	12,064						
Engine 3 Replacement	2	201,278	198,423						
Total Fixed Obligations		\$213,390	\$210,487	\$0	\$0	\$0	\$0	\$0	\$0
Effective Availability Other		\$1,301,737	\$1,312,216	\$1,537,929	\$1,553,309	\$1,568,842	\$1,592,374	\$1,616,260	\$1,640,504
Other CIP Annual Contributions		-	409,162	12,064	0	0	0	0	0
Net to Annual Appropriations		\$ -	\$ 1,710,899	\$ 1,324,280	\$ 1,537,929	\$ 1,553,309	\$ 1,568,842	\$ 1,592,374	\$ 1,616,260
Annual Appropriations									
POLICE DEPARTMENT		-	0	0	0	0	0	0	0
FIRE DEPARTMENT		-	279,000	475,000	660,000	0	0	200,000	1,400,000
SELECTMEN		-	105,870	0	0	0	0	0	0
HIGHWAY AGENT		-	615,000	100,000	350,000	350,000	350,000	350,000	350,000
LIBRARY		24,849	0	0	0	0	0	0	0
CONSERVATION		580,000	0	0	0	0	0	0	0
HISTORIC		-	0	0	0	0	0	0	0
CREATION		-	0	250,000	0	0	0	800,000	0
SCHOOL DEPARTMENT		28,789	711,000	500,000	500,000	500,000	500,000	500,000	500,000
Total Annual Appropriations			\$ 1,710,870	\$ 1,325,000	\$ 1,510,000	\$ 850,000	\$ 1,000,000	\$ 850,000	\$ 2,250,000
Variance			\$29	(\$20)	\$27,929	\$703,309	\$568,842	\$742,374	(\$233,740)

CIP FY 2012 - 2019 Appropriation Chart (Details)

Notes	CRF Balances	2012	2013	2014	2015	2016	2017	2018	2019
Effective Availability Other			\$ 1,301,737	\$ 1,312,216	\$ 1,537,929	\$ 1,553,309	\$ 1,568,842	\$ 1,592,374	\$ 1,616,260
OTHER CIP ANNUAL CONTRIBUTIONS									
Searles Special Revenue Fund	3	5,000	12,112	12,064					
State Highway Grant (80% of cost 5 Ton Hwy Truck)	4		132,000	0	0	0	0	0	0
Assistance to Fire Fighters Grant (95% of Breathing)	5		203,300	0	0	0	0	0	0
Assistance to Fire Fighters Grant (95% of Mobile Da	6		61,750	0	0	0	0	0	0
Total Other contributions			\$ 409,162	\$ 12,064	\$ -	\$ -	\$ -	\$ -	\$ -
Net to Annual CIP Appropriations			\$ 1,710,899	\$ 1,324,280	\$ 1,537,929	\$ 1,553,309	\$ 1,568,842	\$ 1,592,374	\$ 1,616,260
ANNUAL APPROPRIATIONS									
POLICE DEPARTMENT									
No requests this year			0	0	0	0	0	0	0
Sub-Total			\$0	\$0	\$0	\$0	\$0	\$0	\$0
FIRE DEPARTMENT									
Breathing Apparatus Rpl.			214,000	0	0	0	0	0	0
Mobil Data Terminal & Software			65,000	0	0	0	0	0	0
Ladder-Aerial & Engine-2 Replacement			0	475,000	475,000	0	0	0	0
Ambulance Replacement			0	0	185,000	0	0	0	0
Ambulance Replacement			0	0	0	0	0	200,000	0
Substation			0	0	0	0	0	0	1,400,000
Sub-Total			\$0	\$279,000	\$475,000	\$660,000	\$0	\$200,000	\$1,400,000
SELECTMEN									
HVAC systems in three Town Buildings			105,870	0	0	0	0	0	0
Sub-Total			\$105,870	\$0	\$0	\$0	\$0	\$0	\$0
HIGHWAY AGENT									
Road Improvements			330,000	100,000	350,000	350,000	350,000	350,000	350,000
5 Ton Dump			165,000	0	0	0	0	0	0
Front End Loader			120,000	0	0	0	0	0	0
Sub-Total			\$615,000	\$100,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000

CAPITAL IMPROVEMENTS PLAN 2012-19

CIP FY 2012 - 2019 Appropriation Chart (Details)

Notes	CRF Balances	2012	2013	2014	2015	2016	2017	2018	2019	
ANNUAL APPROPRIATIONS (continued)										
LIBRARY										
Arch. Design & Management	7	24,849								
Sub-Total		\$24,849	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
CONSERVATION										
Land Fund	8	580,000	0	0	0	0	0	0	0	
Sub-Total		\$580,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Heritage / Historic Commission(s)										
No requests this year			0	0	0	0	0	0	0	
Sub-Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
RECREATION										
Spruce Pond			0	250,000	0	0	0	0	0	
Expand Nashua Road fields			0	0	0	150,000	0	0	0	
Build Turf Field			0	0	0	0	0	800,000	0	
Sub-Total		\$0	\$0	\$250,000	\$0	\$150,000	\$0	\$800,000	\$0	
SCHOOL DEPARTMENT										
Repair/Replace Septic	9	1,644	0	0	0	0	0	0	0	
Paving/Parking Repair	10	27,145								
Capital Reserve Fund			711,000	500,000	500,000	500,000	500,000	500,000	500,000	
Sub-Total		\$28,789	\$711,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	
TOTAL ANNUAL APPROPRIATIONS			\$1,710,870	\$1,325,000	\$1,510,000	\$850,000	\$1,000,000	\$850,000	\$1,850,000	\$2,250,000
VARIANCE			\$29	(\$720)	\$27,929	\$703,309	\$568,842	\$742,374	(\$233,740)	(\$609,496)
OTHER ANNUAL APPROPRIATIONS										
Primary High School Bond			3,697,938	3,601,188	3,499,532	3,388,250	3,292,250	2,350,250	2,282,250	2,214,250
Secondary High School Bond			520,725	501,975	482,757	463,069	443,382	423,694	399,138	379,713
State Building Aid Received (Offset)			(962,987)	(962,987)	(885,189)	(856,077)	(830,361)	(616,596)	(596,023)	(576,590)
Total Payments			\$ 3,255,676	\$ 3,140,176	\$ 3,097,100	\$ 2,995,242	\$ 2,905,271	\$ 2,157,348	\$ 2,085,365	\$ 2,017,373
Total cost per thousand town valuation			1.61	1.55	1.51	1.45	1.39	1.02	0.97	0.92

CIP FY 2012-2019 Footnotes

Fixed CIP Obligations:

- 1 Represents 10 year bond (2004 - 2013) of \$100,000 at 4% for renovations of Searle's chapel west room.
- 2 Fire truck financing at 1.46% interest over two years.

Other CIP Annual Contributions:

- 3 Represents rental revenue from Searle's Chapel.
- 4 Required 80% funding from State of NH to purchase 5 ton dump truck.
- 5 Required 95% funding from Assistance to Fire Fighters grant for Self Contained Breathing Apparatus.
- 6 Required 95% funding from Assistance to Fire Fighters grant for Mobile Data Terminals.

Capital Reserve Fund:

- 7 Unexpended CIP funds from prior years.
- 8 Unexpended CIP funds from prior years.
- 9 Unexpended CIP funds from prior years. CIP sub-committee recommends re-allocating to building maintenance CRF.
- 10 Unexpended CIP funds from prior years. CIP sub-committee recommends re-allocating to building maintenance CRF.

TAX VALUATION PROJECTION

PROPERTY VALUATION	% Increase	YEAR	PROJECTED CIP TAX RATE	\$	
				AVAILABLE	
\$2,010,118,370		2011	\$0.75	\$1,507,589	
\$2,020,168,962	0.5	2012	\$0.75	\$1,515,127	
\$2,030,269,807	0.5	2013	\$0.75	\$1,522,702	
\$2,050,572,505	1.0	2014	\$0.75	\$1,537,929	
\$2,071,078,230	1.0	2015	\$0.75	\$1,553,309	
\$2,091,789,012	1.0	2016	\$0.75	\$1,568,842	
\$2,123,165,847	1.5	2017	\$0.75	\$1,592,374	
\$2,155,013,335	1.5	2018	\$0.75	\$1,616,260	
\$2,187,338,535	1.5	2019	\$0.75	\$1,640,504	

V: Requested Capital Projects and Action Taken

A. Board of Selectmen

Project Title: HVAC and Weatherization in Three Town Buildings

Proposed by: Al Barlow, Director of Maintenance and a member of the Local Energy Committee

Estimated Cost: \$105,870 funding in FY 2012

Proposal: The existing HVAC systems and weatherization serving the Town Hall is 21 years old, the major problem is with the duct work. The Bartley Building system has not changed in 30 years. These units are well over their life expectancy. The system in the Community Development Building is 10 years old. All the units have been well maintained by our Maintenance Department and because of that, they are not in critical need of replacement. Significant energy savings, along with great improvement to occupant comfort will be realized by replacement of these units and improved weatherization of these buildings. Since these units have all exceeded their useful life, replacement and weatherization improvements will decrease maintenance and fuel costs dramatically, and provide substantial savings to the town.

CIP Recommendation: The CIP Sub-Committee assigned this request a Classification of II (Necessary) with funding of \$105,870 in FY 2012.

CAPITAL IMPROVEMENTS PLAN 2012-19

B. Fire Department

Project Title: Self Contained Breathing Apparatus (SCBA) Replacement

Proposed By: Chief Thomas L. McPherson

Estimated Cost: \$214,000 (\$10,700 Town portion) Requested year 2012

Proposal: The department currently utilizes 25 Scott SCBAs. The current models purchased in 2002 are deficient in meeting the 2007 edition of NFPA 1981 standards by lacking Rapid Intervention Team (RIT) connectivity as well as inadequate Chemical, Biological, Radiological, Nuclear, Environmental (CBRNE) protection. The current models are not capable of being retrofitted to meet the standards. The new models will be capable of, and will include, upgrading to new NFPA standards anticipated in the next few years. The plan is to replace the 25 current units, adding 3 to cover all fire vehicle seats, as well as to acquire a fit-tester and calibrator for CBRNE. Currently a 95/5 % grant has been applied for, yielding the two estimated costs.

CIP Recommendation: The CIP Sub-Committee assigned this request a Classification I (Urgent) with funding in FY 2012 for the town portion if the grant money is received.

Comments: The CIP Sub-Committee assigned the request Classification I with the assumption of receiving the grant applied for and the town being responsible for 5% of the cost. The members unanimously recommended that once equipment is purchased that replacement be phased over a number of years to avoid a costly replacement bill to replace all 28 in the future.

Project Title: Mobile Data Terminals, Hardware and Software

Proposed By: Chief Thomas L. McPherson

Estimated Cost: \$65,000 (\$3,250 Town Portion) Requested 2012

Proposal: Installation of an integrated mobile data system in fire apparatus allows for timely and efficient delivery of information to first responders. The equipment would provide electronic mapping for first responders, "best route" information, site-specific information including warning of recorded hazardous materials on site as well as electronic location mapping of vehicles to ensure efficient assignment of vehicles to different incidents. Currently a 95/5 % grant has been applied for, yielding the two estimated costs above.

CIP Recommendation: The CIP Sub-Committee assigned this request a Classification II (Necessary) with funding in FY 2012 for the town portion if the grant money is received.

Comments: With growth in the town and surrounding towns, accompanied by an increasing road network and building stock, the CIP Sub-Committee supports the long range planning required to purchase this equipment.

Project Title: Ladder-1 (1980 Spartan) 100' Aerial & Engine-2 (1994 E-One) Replacement with one new 'Quint' (combination pump, tank, fire hose aerial device and ground ladder)

Proposed By: Chief Thomas L. McPherson

Estimated Cost: \$950,000 Requested for 2013

Proposal: A scheduled rotation of the Fire Department fleet is safe and cost effective. Given the age and maintenance costs required to keep them in service the department recommends replacement. These two older vehicles are proposed to be replaced with one vehicle which more effectively utilizes manpower and is shorter in length than the ladder truck and can thus maneuver in tighter areas.

CIP Recommendation: The CIP Sub-committee assigned the request a Classification III (Desirable) with funding of \$475,000 in FYs 2013 – 2014.

Comments: With continued growth in the town, the CIP Sub-committee supports the long range planning required to purchase a replacement for these two pieces of equipment with a versatile single piece apparatus. As part of this planning the Sub-committee recognizes that the Department postponed this request by one fiscal year to decrease the Fire Department requests for 2012 while still providing for the safety of the firefighters and townspeople.

CAPITAL IMPROVEMENTS PLAN 2012-19

Project Title: Ambulance Replacement (FY 2014)

Proposed By: Chief Thomas L. McPherson

Estimated Cost: \$185,000 Requested for 2014

Proposal: 2014 Replacement of Ambulance-2006 for \$185,000.00 based on Town Vehicle replacement policy

CIP Recommendation: The CIP Sub-Committee assigned this request a Classification of II (Necessary) with funding in FY 2014.

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.

Project Title: Ambulance Replacement (FY2018)

Proposed By: Chief Thomas L. McPherson

Estimated Cost: \$200,000 Requested for 2018

Proposal: Ambulance Replacement in FY 2018 for \$200,000 based on Town Vehicle replacement policy

CIP Recommendation: The CIP Sub-Committee assigned this request a Classification of III (Desirable) based on the timing of this request with funding in FY 2018.

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.

Project Title: Public Safety Sub- Station

Proposed by: Chief Thomas L. McPherson

Estimated Cost: \$1,400,000.00 Requested year 2015

Proposal: The longest and farthest response time from the existing station location is Route 28. On average it takes 8 – 10 minutes with an ambulance and nearly 12 minutes with a fire apparatus to respond to this area. These numbers are far above the national standard averages. Continued study will determine if the sub-station should be located in the area of Route 28 or another area in town. The reconstruction of Exit 3 and widening of I-93 with increasing traffic will impact this study. In summary, the Fire Department believes that a sub-station will be needed in the future to meet the life safety needs of the community.

CIP Recommendation: The CIP Sub-Committee assigned this request a Classification V (Premature) with funding suggested in FY 2019 to allow for the necessary study and planning for a complete proposal and full consideration by the CIP Sub-Committee.

Comments: Prior CIP Sub-committees have requested a study be performed to justify funding of this request. The requested research and planning is not yet complete in terms of response time and determination of a location and size that would improve response times for the most residents.

C. Highway Department

Project Title: Roads

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

Estimated Cost: \$2,540,000 Years 2012-2019

Proposal: This is an ongoing request to provide funding to rebuild roads throughout the Town. The existing roads are in greater need of repair than the normal maintenance provided through the highway departments' summer maintenance budget allows. Costs continue to rise for road repair. Current road repair activity continues to fall behind required repairs. The Town is currently averaging less than half of annual needs to maintain a 25 year life cycle for all the Town's roads.

CIP Recommendation: The sub-committee assigned a Classification I (Urgent) with funding of \$330,000 in FY 2012, \$100,000 in FY 2013 and \$350,000 in each of the FYs 2014 through 2019.

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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 installed.

Project Title: Front End Loader

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

Estimated Cost: \$120,000 in Year 2012

Proposal: This is a planned replacement adhering to policy guidelines as adopted.

CIP Recommendation: The sub-committee assigned a Classification II (Necessary) with funding in FY 2012. The CIP Sub-Committee supports replacement programs for Town equipment.

Project Title: Five Ton truck Replacement

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

Estimated Cost: \$165,000 in Year 2012

Proposal: Replace a 1993 truck. Grant money is available for this vehicle provided the equipment is properly set up to insure reduction in sand and salt application. The grant money is for 80% of the costs. The grant requires approval of the entire cost in the Town budget.

CIP Recommendation: The sub-committee assigned a Classification I (Urgent) with funding in FY 2012 in the amount of \$165,000 however the acquisition is contingent upon the Town receiving the 80% grant. Grant monies are shown in the plan under CIP Annual Contributions.

Comments: The CIP Sub-Committee supports the replacement of this piece of equipment.

D. Windham School District

Project Title: Capital Reserve Funding (CRF) to support the School Facilities Master plan

Proposed by: Adam Steel, School District Business Administrator

Estimated Cost: \$500,000 in FY 2012

Proposal: Voters have previously approved the development of a Master plan for the school district that looks at a variety of facility needs and provides long-term solutions for our school space planning needs. Our K-8 schools now face severe capacity issues and any long-term solutions to rectify will require a substantial capital investment by taxpayers to solve. By establishing a CRF this year (and each subsequent year as detailed in the 8 year plan) for the express purpose of funding the master plan “roadmap” we can save for this known expense in a cost efficient manner for tax payers.

CIP Recommendation: The CIP subcommittee assigned a Classification I (Urgent) with funding in the amount \$711,000 FY 2012 to establish this CRF.

NOTE: In addition to the FY 2012 allocation the CIP subcommittee also included in FYs 2013 through 2019 an amount of \$500,000 in each year as a “placeholder” for the anticipated maintenance and bond costs for the anticipated future school expansions.

Comments: The CIP subcommittee recognizes the need for CRF funding to mitigate costs in the future. The amount funded is more than requested.

E. Recreation Committee

Project Title: Sports Facility (Spruce Pond)

Proposed by: Recreation Committee

Estimated Cost: \$250,000 FY2012

Proposal: This proposal is to construct recreation fields on land off Route 28 adjacent to the Spruce Pond residential development (Tax Map Sheet 3-B Lot 601). The total costs for the project are estimated at \$800,000.00 however there will be donations in the amount of \$550,000.00. All State and local permits have been approved.

CIP Recommendation: The CIP Sub-Committee gave this project a Classification III (Desirable) with funding in FY 2013 in the amount of \$250,000.

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Comments: The CIP Sub-Committee determined that with the level of donations and the need for additional recreational fields in the community this project warrants funding.

Project Title: Expand Nashua Road Facilities

Proposed by: Recreation Committee

Estimated Cost: \$150,000 FY 2012

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 IV (Deferrable). Funding is in FY 2016.

Comments: The general consensus of the CIP Sub-Committee was that this proposal requires further study and details.

Project Title: Turf Field

Proposed by: Recreation Committee

Estimated Cost: \$800,000 FY 2012

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 V (Premature with funding suggested in FY 2018 to allow for the necessary study and planning).

Comments: The general consensus of the CIP Sub-Committee was that the town should wait until the extent of demand for additional fields is known.

Respectfully submitted for the Committee,

Rob Gustafson

Rob Gustafson, Chair

BOARD OF SELECTMEN

As we conclude yet another year, we are pleased to report on our activities for the past twelve months and highlight some important accomplishments for 2011. While it is unquestionable that the economy continues to put pressure on all of us, the resolve and desire of our staff and those who volunteer for the community remains strong. It is through their collective efforts working within their departments, as well as with the Selectmen, that many goals and projects were completed this past year. Some of these achievements which the Board was directly involved with are noted below:

Griffin Park Parking Lot Expansion: One of three (3) capital improvement projects put forth this past year by the Board was to expand the current parking at Griffin Park. The lot, as originally constructed, consisted of 120 parking spaces; however, given the frequent high usage of the Park, many times we found that number was simply inadequate to handle usage needs. It was not atypical to see cars parking on the grass, along both sides of Range Road, and on the side roads of Squire Armor and Horseshoe Road.

Following a supportive vote in March to raise \$200,000, the Board engaged the services of Herbert Associates to design the new parking lot and the firm of North Hampton Excavating for its construction. The existing lot was widened towards Range Road in one direction and towards the walking path in the other, allowing for approximately 100 additional parking spaces and bringing the total now available to close to 220. The new design also provided for a bio-retention basin at one end of the parking lot to treat any water runoff and preserved the stone wall and several of the more significant trees along Range Road.

As 2011 ended, the new parking area was nearly complete. Come spring, the final coat of pavement will be added along with new parking lines, making the lot fully functional for the upcoming season. We are very appreciative of the voters' support and the efforts of the contractors in completing this project, and look forward to how it will improve the parking situation for all that enjoy Griffin Park.

Depot Improvements: We are pleased to report that, through the efforts of our maintenance staff, a deck along three sides of the Freight Building was completed this fall; completing our goal of visually replicating the historic building exterior. To allow the full use and enjoyment of the deck, an access ramp must be constructed to ensure it meets the accessibility standards of the ADA. We hope to have this completed by staff during this upcoming spring.

Town Hall Repainted: The Town Hall was completely repainted through use of our Property Maintenance Trust Funds. For next year, we have retained this same contractor to repaint the Community Development Department.

Insurance Changes: After many years with the Local Government Center (LGC), a pooled risk management company, we moved our Liability Insurance Coverage to PRIMEX, a similarly structured company. While we have looked at doing this in the past, we have always found that the LGC provided more competitive rates. This past year, however, PRIMEX provided us with a proposal which in its first year will save us in excess of \$30,000 from what we would be paying with the LGC. These savings reflect both direct savings for our Liability Coverage, along with savings in our Workers Compensation Insurance based on having this coverage through PRIMEX as well.

Significant savings will also be realized in our Health Insurance expenses as a result of a new plan designed and developed through the efforts of the Town Administrator, encompassing both increases to employee co-pays as well as alternative plan options. The latter have been made available to employees and will lower their co-pays; however they in turn assume responsibility for deductibles and co-insurance costs rather than the town continuing to do so under our partially self funded program in place since the early 1990's. Together, these changes reduce the overall cost of health insurance paid by the Town on a per employee basis. To date, all non-union and municipal employees have moved onto this new plan design and, collectively, have reduced our health insurance cost for 2012 in excess of \$70,000. We continue to negotiate with the Police and Fire Union for successor contracts and are hopeful that additional savings will be realized with resolution of these in the upcoming year.

BOARD OF SELECTMEN

Policy Adoptions: The Board was very active in reviewing recommendations from staff on several new or updated operational policies throughout the past year. Some of those which were adopted by the Board included an updated Winter Operations Policy, dealing with the maintenance of our buildings and roads during winter and other storm events; Snow Removal/ Plowing on Unaccepted Streets, which outlines the conditions and process for the Board to declare a private road as an emergency lane and, in turn, allow the town to plow during the winter months, and; a Restoration of Involuntarily Merged Lots process, which in accordance with RSA 674-39-aa details the process of how one can request that their property lots, which were merged by municipal action for zoning, assessing, or taxation without their consent, can be restored to their premerger status and all town documents be updated accordingly.

Bond Releases and Road Acceptances: Upon recommendation of the Planning Board, several road bond releases were approved. In addition, entire or portions of the following were accepted as Town roads: Squire Armor Road Extension, Buckhide Road, Clark Farm Road, Scotland Road, Northland Road, and Duston 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 donations received:

- Memorial Piece of Steel from the Twin Towers given to the Firefighters and donated to the Town from Local 3567 – Windham’s Firefighter Union. The piece was mounted in a wall display in the lobby of the Fire Department by members of the union and stands as a touching reminder of the many lives that were lost on that horrific day in 2001.
- \$1,850 in value for various donations of both cash and goods from area businesses to help provide several Business Education Seminars and to support the Economic Development website coordinated by the Community Development Department and the WEDC.
- \$4,310 in value from various donations of both cash and goods from area businesses and residents to help with the annual Senior Summer Picnic, Senior Christmas Party, Tennis Tournament, and other recreation events.
- \$1,260 in value for TV and Radio Equipment for the Police Department from MetLife.
- \$1,714 in value for a Portable generator with light for the Police Department from Naults Honda.
- \$890 in value for a Jet Ski Trailer for the Fire Department, also from Naults Honda.
- \$855 in value for a monitor and bracket for Police Department from Windham Police Association.
- \$475 in value for a “billy goat” vacuum for the Transfer Station from a private donor.

Personnel: Continuing what seems to be becoming a trend over the past several years, 2011 marked another year in which we experienced many personnel changes. We bid a fond farewell to many, while new faces were welcomed to the Town’s employ filling existing vacancies.

Employees starting employment in 2011:

- Paul Lutz – Deputy Animal Control Officer (Paul also serves as a Park Ranger)
- Mike Marchard – Temporary Firefighter
- William Martineau – Deputy Fire Chief
- Rita Bergeron, Temporary Assistant Tax Collector
- Chris van Hirtum, Police Officer
- Dan Dawes, Dispatcher

BOARD OF SELECTMEN

Employees terminating employment in 2011:

- Assistant Fire Chief Robert Leuci – Retired in February
- Scott Rogers, Police Officer – Retired in July
- Deanna Denman, Dispatcher
- Tim Corwin, Code Enforcement/Zoning Administrator

We welcome all our new employees to our community and wish them every success in their new positions. To those that have left our employ, we extend our heartfelt appreciation for their service and wish them the best in their future endeavors.

We also would like to take this opportunity to recognize Ed Morgan on his promotion to Assistant Fire Chief. Ed has served the town and the Fire Department as Deputy Chief since 2009, and is well deserving of this advancement. Similarly, we recognize Officer Scott Rogers on his retirement from the Police Department in July after 22 years of service. We wish Scott and his family our best as he embarks on this new chapter in his life.

Annual Awards: The Employee of the Year Award was presented to Kathleen Davis and Wendi Devlin for their many years of dedication and service to the Administrative Offices. Kathy has served for over 29 years as Administrative Assistant and, more recently, as Human Resource Coordinator. Wendi has served the Town for over 23 years; first as Assistant Town Clerk and for the past several years as Administrative Assistant to the Town Administrator. Both ladies have shown tremendous dedication and have excelled in their job performance over these years and are truly deserving of this special recognition.

In conclusion, while this past year has been difficult in light of the hard economic times we all face, it has also very rewarding in that we, in working along with our staff throughout the departments, have realized some key accomplishments. We remain ever vigilant at working to provide the best services we can, while remaining mindful that our decisions have far reaching implications to you, our residents. For both your understanding and support of our efforts, we offer our heartfelt gratitude. To our staff and volunteers, both elected and appointed, we extend our appreciation for your efforts on behalf of our community and for your continued hard work in these difficult times.

As we move forward into another year, we do so with the knowledge that much lies ahead of us and a myriad of projects await our attention. We pledge to work to attain only the best for our community while remaining steadfast in our resolve to do so in a fiscally responsible manner. We encourage all to get involved and look forward to hearing your ideas and thoughts in the upcoming months.

Respectfully submitted,

Ross McLeod

Ross McLeod, Chair

For the Entire Board:

Bruce Breton

Roger Hohenberger

Kathleen DiFruscia

Phil LoChiatto

TOWN ADMINISTRATOR

It is my pleasure to submit my annual report for 2011, with an emphasis on our proposals for the upcoming budget for 2012. Contained within the Board of Selectmen's Report are highlights of many of the accomplishments and projects that were undertaken by my administrative team, the Board, and other departments throughout the year.

As we embark on yet another year fraught with the continuing challenges of a depressed economy, we do so ever cognizant of the effects our decisions have on the overall well being of our residents. Our 2012 budget proposal gives considerable weight to the need to balance fiscal responsibility with the continuance of services and programs that, collectively, help to maintain the quality of life in our community and its desirability as a place to call home. We have reviewed various departmental operations and benefit programs to improve efficiencies where possible, and some of the changes resulting from these reviews are reflected in our budget proposals as further explained below.

Outside of a petitioned warrant article to construct a recreation field at Spruce Pond, our 2012 budget request shows a 1.2% increase over last year's budget appropriations. This slight increase follows three (3) consecutive years of either levelly funded or reduced budgets over previous years. Without a doubt, these types of budget numbers require both the effort and support of all involved, including department managers, committees, and the Board of Selectmen. Without exception, I am proud of all involved who have assisted in presenting, once again, a very fiscally prudent town budget proposal.

2012 BUDGET DISCUSSION: As shown in the table below, the overall total tax rate for 2011 was higher than that in 2010 by \$1.10/1000 valuation; an increase of 5.0%. The Town portion of the rate, however, decreased by (5.0%) or (\$.20)/1000. This detailed breakdown of the 2011 tax rate as compared to 2010 illustrates how the individual components of the Town's tax rate impact the overall rate adjustment.

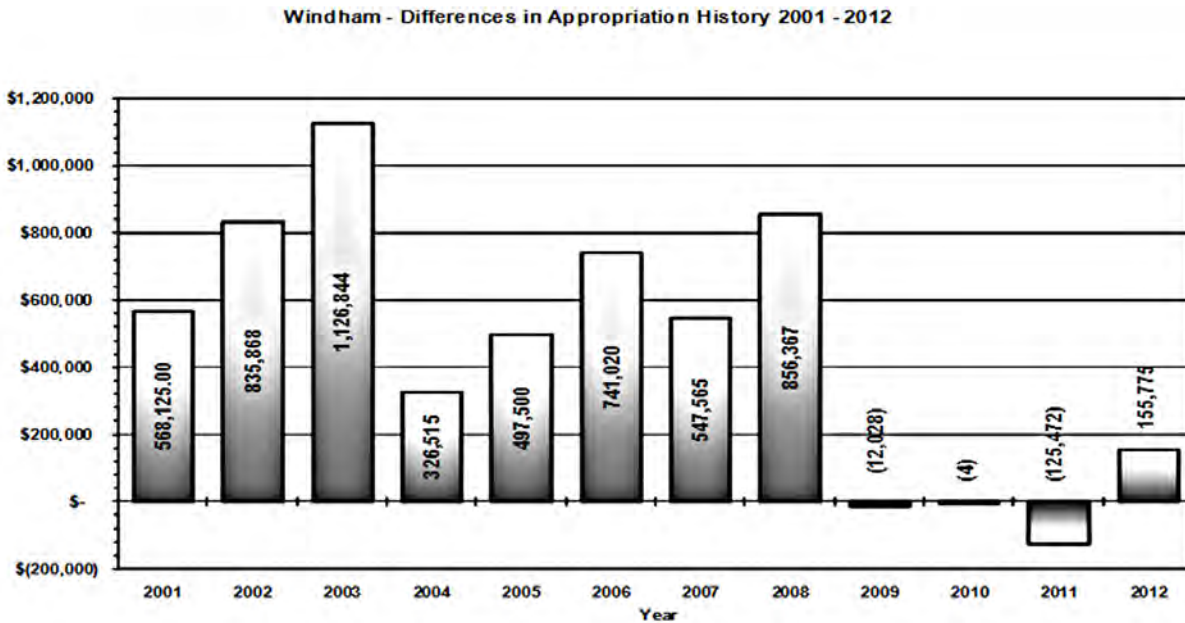
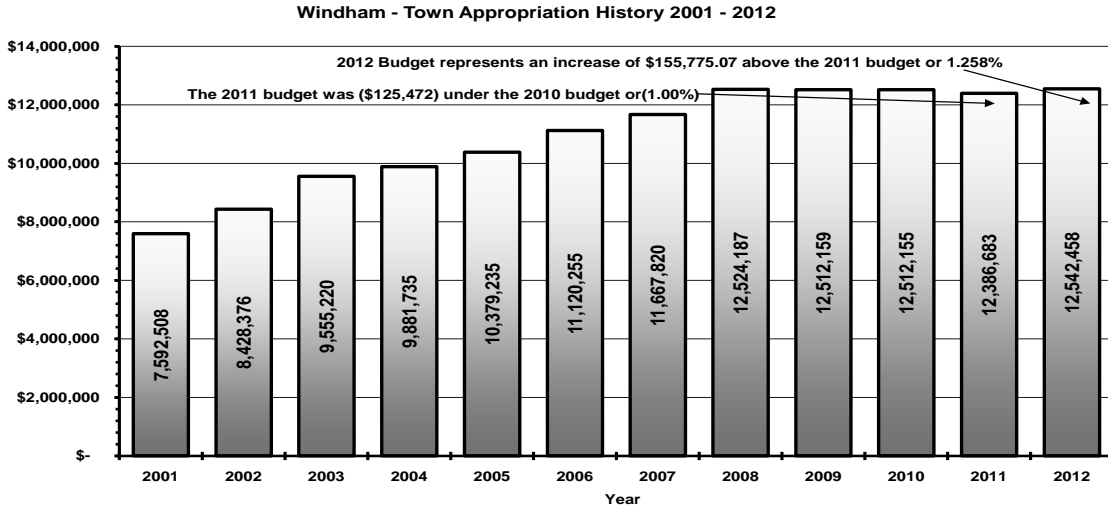
2011 TAX RATE HIGHLIGHTS (assumes valuation changes [real rate])

	2011 Net Appropriation	2011 Tax Rate	2010 Net Appropriation	2010 Tax Rate	% Increase (2011-2010)
Town	\$7,664,816	\$ 3.79	\$7,966,393	\$3.99	(5.0%)
Local School	\$31,943,108	\$15.77	\$28,809,194	\$14.42	9.40%
State School	\$4,949,753	\$ 2.46	\$4,926,045	\$2.49	(1.2%)
County	\$2,143,277	\$ 1.06	\$2,159,839	\$1.08	(1.9%)
Total Property Tax assessed	\$46,471,472	\$23.08	\$43,632,577	\$21.98	5.0%
Net Assessed Valuation	\$2,025,025,370		\$1,997,252,270		

We are very pleased that, through the combined efforts of the department heads, committees, and Board of Selectmen, we were able to actually decrease the town portion of the rate while ensuring that the needed services and programs which our residents desire continued to be delivered. As we developed our budget proposal for 2012 we focused on delivering a recommendation which, again, considered first and foremost the continuing economic difficulties of our residents, yet acknowledged the need to do what was necessary and fiscally prudent to ensure the continuation of quality service. I am extremely pleased to report that through the collective efforts of all involved, the budget recommendation for 2012 as submitted to the Deliberative Session, excluding the petitioned warrant article, is only slightly above 1% more than 2011, an increase of \$155,775. It is anticipated that this figure will be adjusted downward at the Deliberative Session once the results of the changes to health insurance are finalized based on a tentative agreement with the Municipal Union as detailed below.

TOWN ADMINISTRATOR

For purposes of this report, the charts below highlight our annual appropriations and differences from 2000 to 2011, (exclusive of any warrant articles which are submitted by petition and thus not included in the overall budget as recommended by the Board and staff), as submitted to the Deliberative Sessions.



Our salary appropriations for 2012 are (\$90,644) less than last year, while our operating expenses attributable to benefit costs have increased \$51,090; with all other operating costs increasing \$195,329. Combined, our total budget, as indicated above is \$155,775 more than the previous year.

TOWN ADMINISTRATOR

Personnel Salaries: The overall decrease in salary appropriations across all departments of (\$90,644) is mainly due to three (3) staffing changes, one made in 2011, with two others to become effective in 2012. First, in 2011 we reduced our dispatchers from five (5) full time positions down to four (4) following a staff resignation. The effect of this decision is that we no longer have a second dispatcher working 9 am – 5pm, but rather we have one dispatcher on the day shift as on all other shifts. Second, in 2012 we will be reorganizing two departments and changing two full time administrative assistant positions to part time. In Administration, our long time Human Resource Coordinator is retiring mid-year, but will continue with the town in a part time capacity (20 hrs/week) while we add a part time (25 hrs/week) bookkeeper to the department staff. Combined, these positions will provide the resources needed for the department at a significant savings; given that the benefit costs will be less for two part time positions versus one full time. In Community Development, we are restructuring the department by reducing a full time (32 hr) administrative position to part time (20 hrs), while hiring a dedicated minute taker to handle the land use board meetings and shifting other current staff assignments. Collectively, these changes will effectuate greater efficiency in operations while being more cost effective based on lower benefit cost.

Other than these impacts, our budget for this year once again does not include any general, across the board wage adjustments for any employee, nor any new positions; this being the third year in a row in which this has been the case. Both management staff and Board of Selectmen again came forth to lead during these continuing difficult times. Management proposed no overall wage increases for 2012 while simultaneously paying more for their health insurance benefits; and the Selectmen once again voted to eliminate their salaries for 2012, also the third year of such action.

In terms of union negotiations, I am pleased to note that the Town and Local 1801, Municipal Union, were able to reach a tentative contract agreement for 2011-2014 which will be presented to the voters in March. The contract calls for a 0% wage increase for both 2011 and 2012 and a 3% increase for 2013. Furthermore, it includes the employees paying an additional 5% for their health insurance benefit (from 20% of premiums to 25% effective March 1, 2012); provides alternative health options which save the Town further monies; caps employee earned time benefits and establishes a reduced benefit for new employees; and grants the Town the ability to use many classifications of staff in multiple departments.

Unfortunately, we remain at impasse with both the Fire and Police Unions on new contracts but will continue to negotiate towards a satisfactory resolution and hopefully be prepared to present new contracts to the 2013 Town Meeting for consideration.

Operations: This year's operating costs reflect a net increase of \$246,420 across three areas: \$51,090 more in benefit related expenses; \$28,470 more in our annual Capital Improvement Budget allocation; and a total of \$166,860 more in all other operational expenses.

Benefit increases are due almost exclusively to increases in State Retirement costs – which are up \$72,515 over 2011 - and are mainly attributable to Fire and Police employees; a result of the State decision to no longer pay their 25% of the costs. In terms of specifics, the retirement rate paid by the town increased 20% for both police (16.62% to 19.95%) and fire (20.09% of payroll to 22.89%); reflecting a \$63,130 and \$44,615 increase for fire and police, respectively. The impacts to the Town could have been even greater but for a 2% increase in actual rates passed onto the employees (from 9.3% to 11.8% for Fire, and 9.3% to 11.55% for Police). Municipal employee retirement rates paid by the Town have actually decreased from 2011 as a result of the employee's rate increasing 2% (from 5% to 7%). For 2012 the Town will be paying 8.8% as opposed to 11.09%, saving \$35,230 across all departments.

TOWN ADMINISTRATOR

Health insurance rates for the current program offered by the Town increased 12% for 2012, however all of the increase will be absorbed by either additional employee contributions or by using some of the accumulated funds in our health insurance trust account. As noted in the personnel discussion above, employee contributions for non-union and municipal union employees will increase by 5% in 2012, as well as additional plan options have been made available for the employees to select which result in lower weekly contributions on their parts while providing significant savings to the Town.

The overall increase of \$166,860 in our general operations is spread across all departments, some of which include: \$38,180 more for vehicle fuel expenses due to much higher per gallon fuel prices; \$15,000 in our Administration department for costs associated with renewal of our five (5) year EPA Storm Water Permit; \$19,680 to cover the costs associated with the Library's participation in the Greater Manchester Integrated Library Cooperative System (GMILCS), a consortium of eleven (11) other libraries that share an automation system and many other resources; \$15,000 to cover the costs associated with moving our MUNIS software support off site to be managed by the vendor directly through an ASP contract (Application Service Provider) – providing long term savings as a result of no longer needing to purchase separate file servers to manage the system in house; \$12,000 for improvements to the Town Hall and Bartley Building HVAC systems; \$11,520 in increased utility costs, and; \$6,370 more in expected Waste and Demolition removal costs due to both higher tipping fees as well as the volume of material being processed. These and other smaller increases are partially offset by a combined \$17,835 in savings in our Workers' Compensation and Liability premiums of as a result of changing our vendor to PRIMEX.

Capital Projects: Within the town's recommended portion of the Capital Improvement Program (CIP) we are proposing five (5) individual projects. Combined, the dollars needed to fund these projects has increased \$28,470 from what was allocated in our 2011 CIP.

- \$330,000 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. The recommended budget reflects a modest \$30,000 increase from the past several years' funding of \$300,000 annually. Several projects are being considered for 2012, however the final determination of which work is to be done will be made in the spring.
- \$165,000 to purchase a new 5-Ton Truck for Highway Department - funds to be used to replace a 1993 truck. The Town has received a grant to offset 80% or \$132,000 of the cost of the truck under the State and Federal Salt Reduction program; leaving a balance to be raised in 2012 of \$33,000.
- \$125,000 to purchase a new Loader for Highway Department - funds to be used to replace an existing department loader which will be traded in. We anticipate receiving at least \$35,000 as a trade-in value for the existing loader leaving a balance to be raised in 2012 of \$90,000.
- \$214,000 to purchase new Self Contained Breathing Apparatus (SCBA) for the Fire Department - funds to replace all 25 SCBA units which will reach their usable life as established by universal standards. The units, purchased in 2002, are deficient in meeting the 2007 edition of NFPA 1981 standards in that they lack Rapid Intervention Team (RIT) connectivity, as well as inadequate Chemical, Biological, Radiological, Nuclear, and Environmental (CBRNE) protection. We have applied for a grant to offset 95% or \$203,300 of the cost of the equipment under the Department of Homeland Securities Assistance to Firefighters Grants program, leaving a balance to be raised in 2012 of \$10,700.
- \$201,278.07 in bond payments – funds to be raised represent the first of two (2) annual bond payments associated with the purchase of our new Fire Engine acquired in 2011.

TOWN ADMINISTRATOR

Conclusion: I extend to the employees and volunteers within our town departments my gratitude for their dedication and efforts in addressing some difficult issues in the past year. We have a very strong team, many of whom go unnoticed, but whose efforts are clearly visible.

To my administrative staff, with whom I have the pleasure of working with every day, I offer my heartfelt appreciation. As a former baseball coach, I appreciate the importance of a team and understand that, while individual abilities are important, the ability to gel together heavily influences the level of success that is achieved. Were my staff on the baseball field, I believe they would be World Champions.

To the Board of Selectmen, I wish to express my continued gratitude for your support and trust. On behalf of myself and the employees, I offer our commitment to strive for excellence and to give our all to serve the community of Windham to its fullest.

Finally, as we continue to face head on the challenges that confront us all in both our work and personnel lives, I want to especially thank the entire Community of Windham; its residents, business owners, and all the elected and appointed volunteers who serve the Town. It is all of us, cooperatively, that make Windham not just a location on the map, but a community of people, sharing with and supporting each other in both the prosperous times and the bad times. It has been my honor to have shared a part in this Community for many years, and I look forward to continuing to do so. The doors to the Administrative offices are always open, so please feel free to visit when you have time.

Respectfully submitted,



David Sullivan, Town Administrator

POLICE DEPARTMENT

It is my pleasure to provide you with the 2011 Annual Report for the Windham Police Department. As with the past few years, we continue to be challenged by the current economic and social climate, which in the law enforcement community includes the impact such circumstances have on society in general and therefore our community. Regardless of these challenges, we remain focused and committed to Making a Difference each and every day.

PERSONNEL / ORGANIZATION

The year saw three (3) employees leave employment with the town. First, and foremost, Officer Scott Rogers retired after nearly 22-years of service to the community. Over the course of his career Officer Rogers served as a Patrol Officer, Detective, Evidence Officer, Firearms Instructor and a member of the regional Special Operations Team. The entire staff of the Police Department thanks Officer Rogers for his years of service and wishes him the best of luck in whatever he does!

In addition, Dispatchers Matthew Sheehan and Deanna Denman left employment to pursue other endeavors. This change in staff provided the department with an opportunity to review the efficiency and effectiveness of our staffing needs in Communications and the impact on the budget. Prior to the aforementioned departures Communications operated with five (5) full-time and one (1) part-time dispatcher. One of the full-time positions was dedicated to the hours of 9:00 AM -5:00 PM, Monday thru Friday with a second dispatcher working 8:00 AM – 4:00 PM. After review, the department proposed the elimination of the “9 to 5” dispatch position which was ultimately approved thus reducing the budget by approximately \$65,000.

The department continues to wait for the return of Officer Jason Dzierlatka who was severely injured during a bank robbery in September of 2008. He continues to undergo physical therapy and other medical procedures. We are encouraged by his determination and desire to return to work. Hopefully, he'll be back with us early in 2012!

With the departure of Officer Rogers the department had a patrol officer vacancy to fill. After a thorough examination and background process we were fortunate to hire Officer Christopher Van Hirtum. Chris was previously a Patrol Officer with both the Newton and Atkinson Police Departments where he served since 2004. Chris brings with him not only his previous experience but a wealth of knowledge and training which will be an asset to the department and therefore the community.

Late in the year, the dispatch vacancy was filled by Dispatcher Dan Dawe who is new to public safety. Dan is a former Staff Sergeant with the United States Marine Corps having served in both Iraq and Afghanistan where he was the recipient of various awards and medals. We are honored to have the opportunity to work with Dan and make him a member of our team!

In addition to the long-term injury suffered by Officer Dzierlatka the department also dealt with an injury that sidelined Sergeant Wendy Foley since September. She is working through the recovery process and we expect to see her back to work by mid-2012.

COMMUNICATIONS

The department initiated the process to bring all of our 2-way radios and associated frequencies and licensing into compliance with the 2013 FCC mandate that public safety communications be “narrow band compliant.” Fortunately, all of our radio equipment allows for such; therefore, all that is required is licensing changes and radio programming – a relatively simple but lengthy government process.

POLICE DEPARTMENT

In addition, the department initiated the process to install digital repeaters onto our radio network. Because of the topography of the community and the lower power of portable radios their signal is reduced making communications limited throughout town. The repeater system will capture that signal and relay it thereby causing it to be heard as if it had more power. Funding for this project is being provided through fees collected from outside details that officers work and not from taxpayer dollars.

TRAINING

As stated in previous reports, one of the most important yet most overlooked functions within the department is training. It's critical that every officer and dispatcher not only maintain their current proficiencies but acquire new and relevant skills covering a variety of tasks emerging trends. This year department personnel acquired nearly 1,200 hours of training.

MISCELLANEOUS

The Police department partnered with students in the Marketing class at Windham High School and developed a short public safety announcement dealing with the issue of texting and driving. This announcement has been played over the school's internal television network.

The department participated in two (2) National Prescription Drug Take Back events sponsored by the DEA. We collected nearly 300 lbs of unused prescription medications – the highest total in Rockingham County. The quantity of medication collected is directly related to the advertising that we conduct leading up to each event.

In September the department received two (2) donations; one for a portable generator and scene flood light from Nault's Windham Motorcycles and the other for two flat-screen televisions, a mini video recorder and a computer printer that had been recovered during a burglary investigation and were owned by Liberty Mutual Insurance. One of the flat screen televisions (47") was installed in the Training/Conference Room with the other one (22") used as a computer monitor.

ACTIVITY

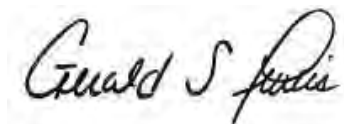
With the ongoing growth of southern New Hampshire coupled with the current economic and social climate we continue to see a corresponding impact in our calls for service. Please see the charts at the end of this report for specific information.

CLOSING

In today's challenging economic and social environment police agencies must continually seek ways to creatively utilize limited resources while demonstrating accountability and professionalism to their communities for public funds. It is our commitment to the Windham community that we will strive to meet these challenges, be resourceful in our duties and compassionate and understanding to those we meet.

Making a Difference – it's what we do.

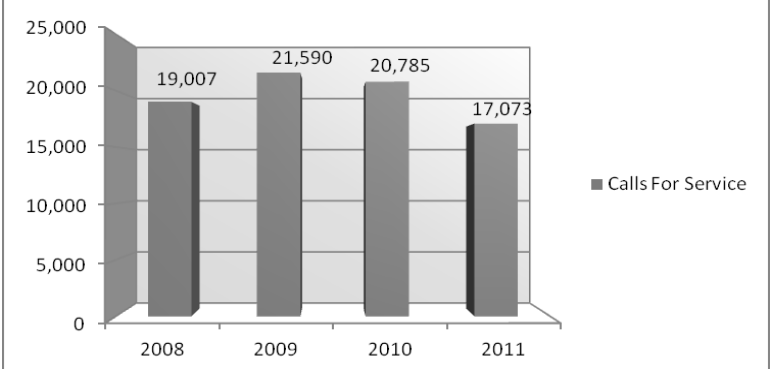
Respectfully submitted,



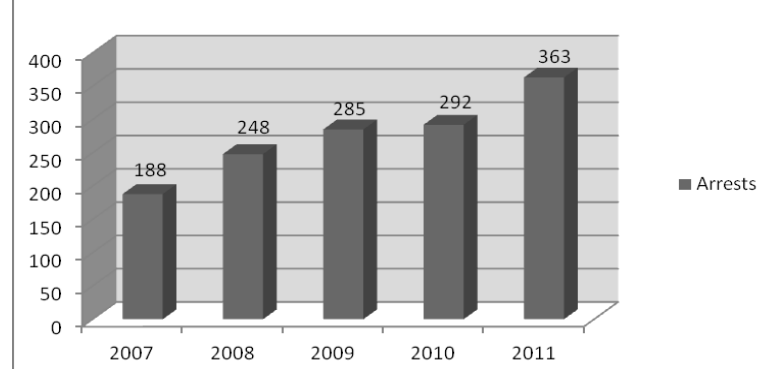
Gerald S. Lewis, Chief of Police

POLICE DEPARTMENT

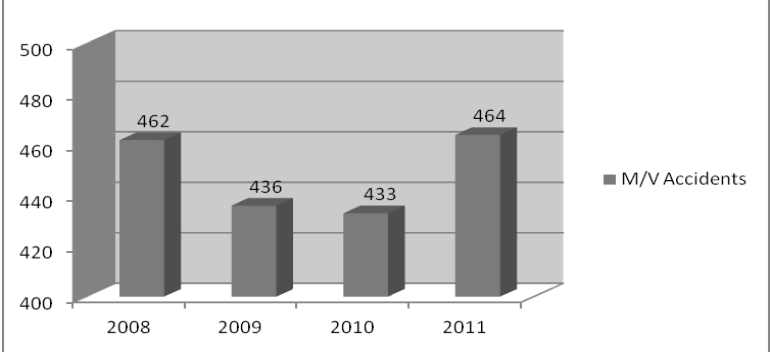
Calls For Service



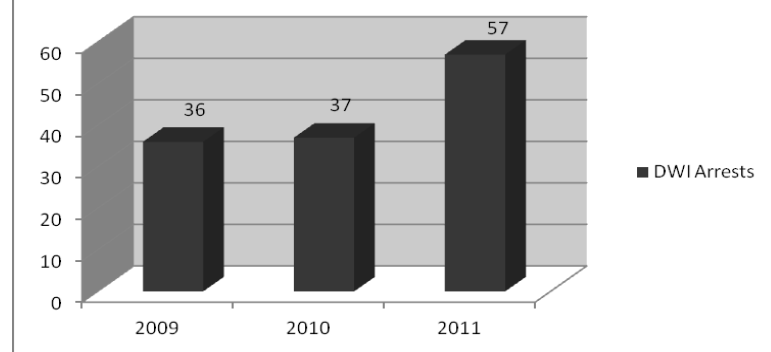
Arrests



M/V Accidents



DWI Arrests



FIRE DEPARTMENT

2011 was very busy for the departments administration in terms of employee absences and budgetary concerns, but even more so for our responders as 2011 recorded a record high of 1,654 emergency calls for service. Once again this year, the New England area experienced serious weather events which kept our personnel busy. In August, Hurricane Irene impacted our area. Public Safety personnel were kept extremely busy for several days assisting residents with various calls ranging from electrical and power line issues, downed trees and wires which in some areas forced road closures until power companies arrived. Then, we were dealt the October Snow Storm. Similar to the Ice Storm that blanketed our area; this storm began as heavy wet snow which eventually turned to rain causing numerous trees and wires down and with it, major power outages. Many roads were also impassable which contributed to the closing of our schools for the next few days while road crews and power companies cleared debris and restored power. Both of these events were declared by the Governor as States of Emergency which allowed cities and town to seek out federal reimbursements associated with public safety responses, as well as building and roadway damage and repair costs. As we have always done, and will continue to do to ease the burden of the taxpayers whenever these types of emergencies arise, the town has filed for federal assistance.

Throughout these storms and many before it, the Fire Department and Local Emergency Management Officials have reached out to its professionals, volunteers and citizens looking for suggestions to find alternate ways of notifying the public before, during and after various emergency events. Whether through dynamic messaging boards, pre-recorded phone messages, or radio and television broadcasts, we continue to seek out alternate ways to alert our residents. Now, the Fire Department and Emergency Management Office utilize Twitter as another way to reach out residents during emergency events. You can follow us at @WindhamFD.

In 2011, with voter support, the department ordered a new fire engine. This engine replaces a 1992 E-One Pumper/Tanker which, over the last several years, began incurring high maintenance costs to keep in service. The department's truck committee worked diligently to see this truck to fruition and I am happy to say that, at the time of this writing, the truck has been delivered and placed into service. I would like to thank Lt. Scott Delaney, and Firefighters Scott Savard, Michael Specian, Scott Zins, Robert Taylor and Patrick Robertson who served on this committee and worked unselfish hours to see this project through.

In November, the department launched a new program entitled "Adopt-A Cistern/Hydrant". This program calls for assistance from residents who live close to one of the community's fire cisterns or hydrants. While it is not your responsibility to do so, you could perform a valuable public service, if while clearing your driveways, and walkways, you would take a few minutes more, and remove the snow from the closest cistern or hydrant to your home. Once the storm has passed, Fire Department Personnel do clear the cisterns/hydrants from snow, however, during the initial period of severe weather, emergency personnel are busy handling emergency calls and ultimately may be delayed. If you are interested in participating in this program, you are asked to call Deputy Chief Martineau at 434-4907. Your assistance is greatly appreciated.

PERSONNEL: The New Year also brought changes in personnel staffing. Assistant Chief Robert Leuci announced his retirement at the start of the year. Assistant Chief Leuci served the City of Nashua, NH Fire / Rescue for nearly 22 years before coming to Windham in 2006. In his capacity, Assistant Chief Leuci served the department for nearly six years and oversaw the department's Training and Operations. Chief Leuci will be sorely missed and his contributions were very much appreciated. The department wishes him and his family happiness in their new journey. The retirement of Assistant Chief Leuci brought with it a promotion of Deputy Chief of Fire Prevention Edward Morgan. Assistant Chief Morgan, hired in 2009, oversaw the department's Fire Prevention Bureau dealing with Fire Prevention, Inspections, Fire Investigation and Public Education. He also served as the Blasting Agent. Assistant Chief Morgan's prior work experience with the North Andover, MA Fire Department is an asset to our department as he fulfills his new duties, and we wish him all the best in his new duties.

FIRE DEPARTMENT

In June, the department hired William Martineau as the new Deputy Chief of Fire Prevention and Public Education. Deputy Martineau previously worked for the North Andover, MA fire department where he retired after more than 30 years of service, retiring as the Chief of Department in 2010. Since his employ, Deputy Martineau has been kept busy and has added great strength to the department's Support Staff and training of our personnel. His training and experience will be a valued asset to the members of our department and the community. We welcome Deputy Martineau aboard.

As the department continued to manage through a long term disability, both labor and management worked to reduce some of the foreseen overruns in overtime and, as a result, the department hired Michael Marchand in June as a Temporary Full-time Firefighter. In 2010, Firefighter Marchand was hired by the Manchester-Boston Regional Airport as a Firefighter. He also works as an Emergency Medical Technician with the Beauport Ambulance Service of Gloucester, MA. Firefighter Marchand has obtained numerous certifications in Firefighting and Emergency Medical Technician and since his employ, has attained his Emergency Medical Technician-Intermediate and has done an outstanding job.

CALL VOLUME: Demand for service continued to keep us 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 continues to increase and makes up the largest percentage of our call volume, as we respond to calls and transport patients.

Managing the operational demands of the fire service necessitates a certain amount of overtime expense. As stated in the past, overtime cost covers pay for all full-time personnel for hours worked in excess of their normal 40-hour work week. This may include 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 additional support to on duty Firefighters, or to staff the Fire Station while on duty personnel are actively engaged in an emergency. "Callback" is the Operational Demand portion of the overtime budget. Other areas which may create overtime include paying for staff meetings, Joint Loss Management Committee meetings and any other events that personnel are required to work beyond their normal 40-hour work week.

All hours for overtime, with exception of 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 well, due in part that a fire will double in size every minute it continues to burn unchecked. Additionally, 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.

FIRE DEPARTMENT

In 2007 the department, through the support of the Board of Selectmen and the approval of residents, applied for and received a federal grant called SAFER (Staffing for Adequate Fire & Emergency Response). This grant allowed for the hiring of four (4) additional Firefighters on a 4-year; tiered funding system. With this grant, one (1) Firefighter was added to each of the 4 shifts. This allowed for on duty staffing to now consist of one (1) Lieutenant and four (4) Firefighters. Each of the four Shifts works a rotating 24 hour schedule, providing constant, round the clock protection for the community.

In 2011, the Windham Fire Department responded to a recorded high of 1,654 Emergency Incidents. Statistically, nearly 70% were for Emergency Medical Services (EMS), while the remaining 30% were fire-related incidents. Of the 1,654 incidents, approximately 32.5% percent were simultaneous calls for service. The average duration for an EMS call is approximately 2 hours or less. 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.

With 2011 being no different than past years, Management and Staff collectively worked together to meet both the operational demands of the department and the Town's budgetary constraints relating to increased overtime; all the while trying not to reduce the number of on-duty personnel. Traditionally, in past years when an emergency medical call was received, on-duty firefighters responded and if the ambulance (having 2 attendants) was committed to transport the sick or injured, off-duty personnel were called back to augment the reduction in staffing. Today, with on-duty staffing consisting of one (1) Lieutenant and four (4) Firefighters, and changing the way we do business, they respond to various emergency and non-emergency related calls with no immediate "callback" of off-duty personnel. However in June, by direction of the Board of Selectmen and in keeping with fiscal responsibilities, administration had to make very difficult decisions regarding daily staffing to deal with increased overtime budget shortfalls. These decisions forced us to reduce our daily staffing to a number that the department felt was neither safe nor adequate. It is the department's firm belief that any reduction in staffing poses great risk to the health and safety of our firefighters. Reduction in staffing also reduces services and response levels; levels that we as a department have adjusted so that we can better serve the residents. Whenever you reduce the daily number of staffing positions, you increase risk to firefighters and increase the risk to the community due to the lack of or the reduction in services. These reductions can cause significant time delays. The changes made were carried out until year end, at which time staffing levels increased back to a safe and adequate number. Moving into 2012, Management and labor will continue to monitor this issue closely and make the appropriate operational changes necessary throughout the year to achieve our fiscal obligation, all the while keeping the safety of the community and our Firefighters a top priority.

TRAINING: The Department continued with its full training schedule, with EMT and paramedic refresher training continuing to be one of the largest training areas. In addition, personnel conducted annual training 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 that personnel train on are in areas such as Suppression, EMS, and Hazardous Materials Responses. The Fire Department would like to extend our sincere gratitude and thanks to Mr. Tony Mesiti and Mr. Jeff Thompson for their generous donations of houses located on Indian Rock Road. These houses provided for realistic training scenarios as if it were a real event. Firefighters practiced structure fire techniques, ventilation, self rescue, hose line advancement and rescue operations. The department benefited greatly from these donations. This year's Fire Prevention was a huge success and was very well attended. The department also had on display various emergency equipment and provided Station tours. Participants such as NH E-9-1-1, and Liberty Mutual were also on hand. The most popular event, aside from the Chili Cook-off, was the controlled propane/vehicle fire demonstrations. This allowed

FIRE DEPARTMENT

emergency personnel to demonstrate to the public the dangers associated with vehicle fires and the tools necessary to extinguish them. The department would like to extend thanks to Mr. Michael Smith and the entire staff of Energy USA Propane for their assistance. We would also like to thank Bauchman Towing for their generosity.

GRANT FUNDING: This year the department received nearly \$35,000 from the State of NH Homeland Security for the purchase of hazardous materials detection equipment. This 100% funded grant allows for the purchase of equipment to detect against chemical, biological, radiological, nuclear and environmental emergencies. The department also awaits favorable approval of federal funding in hopes of securing nearly \$213,000 for the replacement of all department Self Contained Breathing Apparatus. If approved for this 95/5 cost share, the town's contribution would be approximately \$12,000.

In closing, I want to thank the residents of Windham for their continued support of your Fire Department and 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, we wish everyone a very happy and healthy new year.

INCOME STATEMENT

Receipts	2011	2010
Ambulance	\$257,988.58	\$222,456.10
Permit Fees	\$18,805.00	\$18,632.62
Copy, Other Fees	\$593.34	\$492.00
Contracted Services*	\$2,361.99	\$2,764.76
Sub-Total	\$279,748.91	\$244,345.48

** Represents 10% of the money collected and placed into the Public Safety Revolving Fund for the fire hazardous materials contracted services through November; final collections totaled \$24,694 for 2011 and \$27,648 for 2010.*

2011 FIRE PERMITS AND INSPECTIONS

TYPE	PERMITS	INSPECTIONS
Brush, Camp Cooking	726	10
Day Care	6	6
Foster Care	2	2
Heating Systems	318	318
Fuel Tank Installed	109	109
Fuel Tank Removal	6	6
In-Service	0	100
Place of Assembly	19	19
Water Supply	4	32
Wood Stoves	27	27
Fire Alarm System	78	78
Sprinkler System	4	4
Fire Drills	0	10
Construction Inspections/CO	0	65
Plan Reviews	0	13
Underground Piping	133	133
Blasting Permits	6	6
Blasting Complaints	0	14
TOTALS	1,438	952

FIRE DEPARTMENT

2011 RESPONSE STATISTICS

Building fire	13	Water problem, other	14
Cooking Fires	1	Water evacuation	1
Chimney or flue fire, confined	5	Water Steam or Leak	4
Passenger vehicle fire	5	Smoke or odor removal	24
Natural Vegetation Fire, other	1	Animal problem/rescue	3
Forest, woods or wild land fire	1	Public service assistance, other	4
Brush or Brush-Grass mix	7	Assist police or other governmental agency	8
Dumpster/ other outside receptacles fire	1	Police Matter	4
Special outside fire, other	1	Public service	18
Excessive heat, scorch burns, no ignition	4	Assist invalid	30
Rescue, EMS call, other	2	Unauthorized burning	20
Medical assist, assist EMS crew	4	Cover assignment, standby, move up	24
EMS, excluding vehicle accident w/injury	793	Good intent call, other	19
Vehicle accident with injuries	66	Dispatched & canceled en route	25
Motor vehicle/pedestrian accident	3	No incident found on arrival, dispatch address	17
Motor vehicle accident with no injuries	79	Authorized controlled burning	9
Extrication of Victims from building	1	Vicinity Alarm (incident in other location)	1
Water & Ice related rescue, other	3	Steam, other gas mistaken for smoke, other	1
Ice Rescue	1	Smoke scare, odor of smoke	10
Watercraft rescue	1	Steam, vapor, fog or dust thought to be smoke	7
Rescue or EMS Standby	1	EMS call, party transported by non-fire agency	2
Hazardous condition, other	11	Hazmat release investigation w/ no hazmat	11
Combustible/flammable gas/liquid condition	2	False alarm or false call, other	5
Gasoline or other flammable liquid spill	7	Central Station, Malicious False Alarm	2
Gas leak (natural gas or LPG)	13	Local Alarm system, malicious false alarm	1
Oil or other combustible liquid spill	3	System malfunction, other	14
Chemical Hazard (no spill or leak)	3	Smoke detector activation due to malfunction	21
Chemical Spill/Leak	2	Heat detector activation due to malfunction	1
Carbon monoxide incident	26	Alarm system sounded due to malfunction	12
Electrical wiring/equipment problem	5	CO detector activation due to malfunction	10
Heat from Short Circuit (wiring)	1	Unintentional transmission of alarm, other	20
Overheated Motor	3	Sprinkler Activation, no fire-unintentional	1
Power line down	46	Smoke detector activation no fire-unintentional	22
Arcing, shorted electrical equipment	44	Detector activation, no fire - unintentional	17
Accident, potential accident, other	3	Alarm system sounded, no fire - unintentional	31
Service Call, other	41	Carbon monoxide detector activation, no CO	13
Person in distress, other	6	Wind Storm/Hurricane Assessment	2
Lock-out	12	Special Type of Incident, other	3
Ring or Jewelry removal	1	Total Number of Incidents:	1,654

Respectfully submitted,



Thomas L. McPherson Jr., Fire Chief

EMERGENCY MANAGEMENT

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. The Office of Emergency Management also continues to be prepared for the possibility of an emergency or shelter opening. With the Windham High School now completed and the presence there of an emergency generator, the school can now be designated as a local and possibly a Red Cross Regional Shelter. Some of the highlights as we reflect back on in 2011 were:

- Hurricane Irene which began tracking towards New England on August 25, 2011 and impacted our area some three days later; making this an overall 7-day event for emergency responders. The Emergency Management Day staff met with all local officials each day to prepare for power outages and road closures. Emergency Management Volunteers were activated and assisted during this storm by manning the Emergency Operation Center and assisting with phone calls
- October Snow Storm which began late evening on October 29, 2011 and kept emergency responders busy well into the beginning of November. During this storm period, emergency responders handled numerous long term power outages and road closures due to trees and wires down. Emergency Management Day Staff was once again kept busy being briefed on a daily basis. Emergency Management Volunteers also manned the Emergency Operations Center and assisted with answering phones.
- Worked with American Red Cross to complete Sheltering information for Windham High School and surrounding shelters.
- The EM web page continues to be improved and updated. It can be found at: <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.
- Application for various grant funding will remain a high priority for the town's Emergency Management.
- Emergency Management pamphlets are available. 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.
- Windham Fire/Emergency Management launched its first Twitter Page as an alternate way to inform residents of important information and weather alerts. You can find us at @WindhamFD.

As we enter 2012, 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, and shelter and communications sub-committees. If you are interested in joining, you can contact Fire Chief McPherson via the website or at 437-6718.

In closing, I would like to extend my sincere thanks and gratitude to Mary Ann Horaj for her continued commitment and devoted dedication to Emergency Management in the assistance with secretarial and technical support. I also would like to thank our spirited band of volunteers who have continued to work as a team to improve our planning and overall state of readiness, and to all the members of Town Government for their continued support and dedication.

Respectfully submitted,



Thomas L. McPherson Jr., Fire Chief/Emergency Management Director

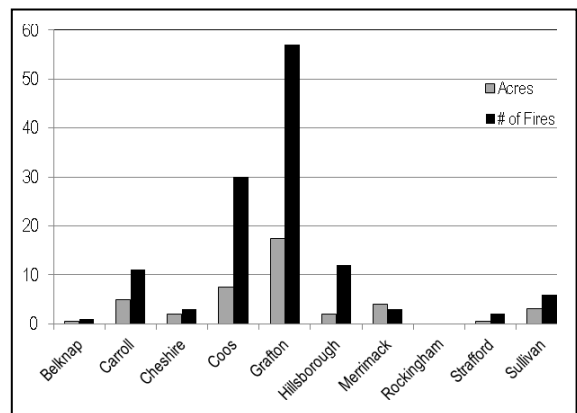
FIRE WARDEN/STATE FOREST RANGER

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 603-271-1370 or 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.

Both in terms of the number of fires, as well as the number of acres burned, this past fire season was the smallest since records have been kept. Extensive rainfall virtually all season long kept the fire danger down. When fires did start they were kept very small. The largest fire for the season was only 5.4 acres which occurred in Littleton on May 2nd 2011. There was however a small window of high fire danger in the northern third of the state during July when little rainfall was recorded. During this time there were a number of lightning started fires which are fairly unusual in New Hampshire. As has been the case over the last few years, state budget constraints have limited the staffing of our statewide system of 16 fire lookout towers to Class III or higher fire danger days. Despite the reduction in the number of days staffed, our fire lookouts are credited with keeping most fires small and saving several structures due to their quick and accurate spotting capabilities. The towers fire spotting was supplemented by contracted aircraft and the NH Civil Air Patrol when the fire danger was especially high. 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 2011 season threatened structures, a constant reminder that forest fires burn more than just trees. Homeowners should take measures to prevent a wildland fire 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. Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

COUNTY STATISTICS

County	Acres	# of Fires
Belknap	.5	1
Carroll	5	11
Cheshire	2	3
Coos	7.5	30
Grafton	17.5	57
Hillsborough	2	12
Merrimack	4	3
Rockingham	0	0
Strafford	.5	2
Sullivan	3	6



CAUSES OF FIRES REPORTED

Arson	7
Debris	63
Campfire	10
Children	2
Smoking	9
Railroad	1
Equipment	1
Lightning	3
Misc.*	29

Total	Fires	Total Acres
2011	125	42
2010	360	145
2009	334	173
2008	455	175
2007	437	212

(All fires reported as of November 2011 - figures do not include fires under jurisdiction of the White Mountain National Forest)

COMMUNITY DEVELOPMENT

The Community Development Department continued to promote customer service and efficiency in 2011 to better serve the residents, landowners, developers, and businesses of Windham. The Department also responded to feedback supporting the continued emphasis on community economic development outreach and activities. Although it is impossible to capture a year's worth of activities in a few pages, some of the efforts undertaken are listed below.

COMMUNITY & ECONOMIC DEVELOPMENT: The Department has an emphasis on working with residents and landowners to plan how the community will develop in the long-term. The opportunities to create and foster partnerships with local businesses and non-profit organizations to better serve the economic interests of the Town are plentiful. Some of these partnerships and initiatives previously mentioned are listed below for your information. Additional detail on these partnerships, initiatives, and events can also be found on the Community Development web site at www.windham-nh.com.

Community Partnerships:

- Worked with Windham High School Marketing Class to provide community partnerships with Woof Woof Doggie Daycare, Windham Orthodontics, Breath of Sun, and Windham Police Department for semester marketing project
- Helped with marketing and business donations for the Spring Town-Wide Clean-Up with Go Green Windham; the Windham High School Go Green Fair; and the "Local Agriculture in New England" seminar
- Coordinated with Windham Baseball and the Historic Committee to host the Greater Salem Chamber Business After Hours at Searles School & Chapel
- Supported the sales of discount cards for the Windham Soccer Association in the Department
- Provided assistance in securing business donations for Souper Bowl event, sponsored by A Walk in Their Shoes and Art Club at Windham High School
- Partnered with Windham PTA for "2011 Business Expo: Building Relationships, Building Community"

Business Partnerships:

- Scheduled individual Business Grand Openings for: Green Sprouts Child Care Center, United Party Rental, Tamaja Pies, Windham Pilates, B&H Oil Plaza, Village Green Family Dentistry, and CVS
- Coordinated "Small Business Saturday" Event at the Village Green
- Facilitated two Business Education Seminar Series, consisting of a total of 8 sessions, co-sponsored by The Greater Salem Chamber of Commerce, Enterprise Bank, Bank of New England and local businesses to provide free educational opportunities for the local business community
- Organized The Village Bean "Best of NH" Celebration
- Provided media outreach for the Windham Junction Holiday Open House, Artistic Creations "Share the Love" Campaign events, Artsy Names inclusion in 2 national holiday catalogues, NH Grocer's award to Klemm's Mobil, and "Best of NH" voting

Long-Term Community Development Initiatives:

- Assisting existing Windham businesses on expansion or relocation plans to have them remain in the community, as well as working with potential new Windham businesses on relocating to Town
- Exploring with Pennichuck Corporation the feasibility of expanding the existing water service areas within Windham
- Participated in the Wall Street Extension/Rt 111 Corridor Study, 2005 Master Plan Implementation, and the Cost of Community Services Study
- Developing Town of Windham marketing material to provide to businesses, commercial realtors, and site selectors promoting the Town
- Launching of the community development focused web site www.windham-nh.com

COMMUNITY DEVELOPMENT

CUSTOMER SERVICE: You are our customer and the Department is making every effort to enhance our customer-oriented outlook to better serve your needs. In 2011, the ways that we have worked to meet your needs include the following:

1. Posting on the Town web site all Planning Board and Zoning Board of Adjustment meeting agendas, public hearing notices, meeting minutes, applications, rules of procedure/bylaws, and regulations, as well as having them available in the Department;
2. Posting on the Town web site all Conservation Commission and Windham Economic Development Committee meeting agendas, meeting minutes, and rules of procedure, as well as having them available in the Department;
3. Ensuring that all postings for meetings of these four Boards/Committees are done at the Town Hall, Community Development Department, and on the Town web site;
4. Rewriting all ZBA and Planning Board applications, as well as creating flow charts for Planning Board applications, that are more user-friendly and making them available on the Town web site and in the Department;
5. Providing information on the Town web site on Town projects, such as the Wall Street/RT 111 Corridor Study, Design Review Regulations, and Town Meeting Zoning Ordinance Amendments, to help keep the public informed;
6. Writing articles for the local papers on topics of interest to the community, which included informational articles on regulations pertaining to dock permits, floodplains, tree cutting, temporary signs, political signs, fences, dig safe, what documents are available at the Registry of Deeds, and best management practices for agriculture; and
7. Reorganizing and better managing Department files, resource materials, and maps to ensure they are complete, accurate, and user-friendly.

We will continue to revamp the internal Department processes to better serve the community, as well as adding more information on the Town web site in 2012. We welcome your feedback as we move through this process.

The Department had a busy year with a consistent level of construction applications, health inspections, and code enforcement actions.

CODE ENFORCEMENT: Code Enforcement is one of the most challenging, but also one of the most important aspects of the Department. Code Enforcement requires staff to follow-up on not only complaints of Town of Windham Zoning Ordinance violations but also State wetlands, shoreland, and timber harvesting regulations. In 2011, Department staff worked with landowners and business owners, as well as legal counsel on occasion, to resolve the following code enforcement items:

- 8 cases of illegal parking of commercial vehicles/RVs
- 3 cases of unauthorized junkyards
- 14 cases of unregistered motor vehicle storage
- 11 cases of unauthorized commercial uses of property
- 5 cases of non-compliance with Planning Board Site Plan approval
- 17 cases of un-permitted permanent signs
- 10 cases of un-permitted temporary signs
- 10 cases of un-permitted sheds / fences
- 3 case of a seasonal property being used year-round
- 2 cases of violations of the Cobbetts Pond Watershed District
- 2 cases of violations of the Wetlands and Watershed Protection District
- Case of a NH DES Shoreland Permit violation
- Case of hazardous materials on a property

COMMUNITY DEVELOPMENT

Department staff works to ensure that all landowners, businesses, and residents follow the same rules and treats everyone fairly as we work to resolve any issues that are brought to our attention.

BUILDING/CONSTRUCTION ACTIVITIES: Although the 2011 economy was not as prosperous as it had been in previous years, we remained steady in the number of permits issued from 2010, which was higher than 2009, and see this continuing to increasing in 2012. The Department issued the following permits in 2011:

- 49 Certificates of occupancy for new residential dwellings
- 6 Certificates of occupancy for new businesses
- A Certificate of Occupancy for a new Town building (Salt Shed/Highway Garage)
- 272 Building permits
- 341 Electrical permits
- 193 Plumbing permits
- 98 Septic system permits
- 66 Well permits
- 8 Chimney permits
- 10 Fence permits
- 67 Temporary sign permits
- 45 Permanent sign permits

Board of Health/Trench Permits

Although the Department does not actively approve Board of Health or Trench Permit Applications, we do handle the administrative process for the Board of Selectmen. In 2011, we processed 3 Board of Health applications and 4 trench permits for the Board of Health/Board of Selectmen to review and act upon.

In addition, acting in their role of Deputy Health Officer, Department staff conducted inspections of 6 child care facilities and 2 foster homes for State Licensing compliance.

Board/Committee Reports

The Town of Windham is fortunate to have such wonderful, dedicated volunteers serving on the Boards/Committees. Please refer to the individual reports for the Planning Board, Zoning Board of Adjustment, Conservation Commission, and Windham Economic Development Committee for detailed information on what they accomplished in 2011.

If you are wondering who did all this work in 2011, those responsible included Tim Corwin, Code Enforcement/ZBA Administrator, Mimi Kolodziej, Planning Assistant, Pat Kovolyan, Conservation Commission/ZBA Assistant, Mike McGuire, Building Inspector/Deputy Health Officer, and Elizabeth Wood, Community Planner.

I welcome you to stop by the Community Development Department in 2012 to let us know how we are doing and introduce yourself. We are here to assist you in whatever way we can.

Respectfully submitted,

Laura Scott

Laura Scott, Community Development Director

TOWN ASSESSOR

Property sales the year following our 2010 Assessment revaluation reflect a slight downward trend in home prices. While this is not encouraging news to property owners, it seems Windham is faring better than other communities. Regionally, home sales are sluggish, and nationally the trend indicates the market has not recovered. Windham is fortunate as it is still attracting home buyers.

Current statistics show an average assessed value on a single family home as \$350,000, with the median at \$380,000. Sales this year indicated the average sale price was \$385,000 for a single family home and \$155,000 for a residential building lot. Our office reviewed 274 property transfers and verified 177 sales that could be used in the ratio analysis. We also tracked 29 foreclosures with 22 re-sale transactions from banks. While bank/distressed sales are not used in the DRA ratio study, it is apparent they have an impact on the real estate market.

The Department of Revenue calculated our 2010 assessment ratio at 98%. The “ratio” is the statistical measure for State-wide equalization and abatement consideration. With the continuing soft market, we anticipate our 2011 ratio will be slightly higher. The ratio shows the level of assessment as it relates to market value. We are keenly aware that no one wishes to pay more than their fair share and our primary concern is assessment proportionality. Under DRA guidelines, Windham is not required to update values again until 2015. However, our office will monitor trends to see if an adjustment to proportionality is necessary.

Property data, sales and assessment information may be accessed at the Town Hall, the Town web site: www.WindhamNewHampshire.com. Residents are advised to obtain and review their assessment information on an annual basis. Corrections may be made at any time; though we prefer to make them before you receive a tax bill. Our efforts are in conformance with the recommendations of the Department of Revenue and the Board of Tax and Land Appeals.

Windham now has 5,755 taxable parcels. The tax base is comprised of 93% residential value, 7% commercial/industrial value and remainder taxable public utility property. Route 111 bypass construction and pending Interstate 93 reconstruction has taken a number of valuable commercial properties. The Town is hopeful the loss of these taxable parcels will be replaced by the release for development of other State-owned property when the construction is completed.

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 2011, the Town had 463 homeowners qualify for Veteran’s credit and 93 residents receiving exemptions.

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, Town Assessor

HEALTH OFFICER

The mission of the Windham Public Health Program is to safeguard the health and well-being of the Windham residents and community visitors. The Health Officer's responsibilities include food service tracking, septic system performance, community drinking water quality, disease control, mosquito control, home living conditions and standards, nuisance response, beach bacteria monitoring, enforcement of Local and State Health Regulations, and other health related duties.

The Windham Board of Health and its Health Officer ensures the delivery of public health services and maintaining an effective public health program. The local health program is an extension of NH Health and Human Services which oversees and guides local health programs and the Health Officer. The Health Officer networks with other communities to ensure continuity of purpose.

During 2011, Health Officer (David Poulson) and Deputy Health Officer (Mike McGuire) were involved in a variety of health-related public inspections. The Health Officer conducted the Town's community well testing program. When necessary, the Health Officer relayed vital information from NH Department of Health & Human Services to the public. The Health Officer conducted two child-care facility inspections. Our Beach Bacteria Program had no health-related incidents during 2011. Bedbugs were the hot topic of 2011 and the State is trying to develop an Action Plan for communities and schools. The Health Officer may be contacted at 965-1049 or by e-mail at DPoulson@windhamnewhampshire.com or find information on Windham's website.

Respectfully submitted,



David Poulson, Health Officer

TRANSFER STATION

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 or found in an available brochure. Through the cooperative effort of our residents, Windham recycles approximately 30% of its total waste stream. This diversion translates to budget savings, production of revenue, and the conservation of valuable State disposal air-space.

During 2011, the Town renewed and extended its single stream recycling contract with Integrated Paper starting 2012 - 2017 averaging a revenue rebate of \$16.80/ton for recyclable material. The Station prohibited scavenging due to exposure to associated liability and the questionable end-use of material removed from Station.

The Town is transporting its MSW (general trash) to Covanta Energy, Haverhill and its single stream recyclables to Integrated Paper, N. Andover. We transport our C&D to LL&S, Salem and metal to Gateway Resource Recovery, Salem. Specific vendors remove our tires, propane tanks, clothing, refrigerated appliances, waste oil, and car batteries. We conduct an on-site mercury diversion program with Covanta Energy collecting fluorescent lights, thermostats, etc. Per our Permit, an annual operational report is submitted to NH DES which tracks our performance.

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.

2012 GOALS

Continue Departmental strategic action plan and develop a responsible 2013 budget.

2011 STATISTICS

Municipal Solid Waste	4444 Tons increase of 2%
Demolition and Construction Waste	1003 Tons decrease of 5%
Single Stream Recycling	1107 Tons
Metal Recycling.....	230 Tons

Respectfully submitted,



David Poulson, Transfer Station Manager

ANIMAL CONTROL OFFICER

I would like to take this opportunity to welcome aboard Paul Lutz as the Town's Deputy Animal Control Officer. Paul currently works with the Recreation department on a part-time basis as a Park Ranger, and I look forward to working with him, as well. Activity in the area of Animal Control shows no signs of diminishing, and his assistance will be welcomed.

2011 saw an amendment to the Animal Complaint/Investigation policy, #WIN 2:07:11:76. This change pertains to the confidentiality of individuals reporting complaints to Animal Control, and reads as follows: "All records of the Dog Control Officer shall be open to the public, with the exception of the identity of a complainant relative to his/her first claim regarding a particular address, which shall remain anonymous unless court action ensues."

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. Residents may now renew their dog licenses online at the Town's official website: WindhamNewHampshire.com.
- 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 and the Town cemeteries. Copies of Animal Control regulations can be found on the Town web site by following the "Quick Links" to the Town ordinance page.

In closing, I extend my appreciation to the residents and the staff of the Town of Windham for their support of our efforts. As always, all animal related questions, concerns, or complaints should be directed to the non-emergency number of the Police Department, 434-5577.

ANIMAL CONTROL STATISTICS:

	2011	2010	2009
Number of dogs picked up	67	55	60
Number of dog bites reported	18	26	18
Number of dogs hit by automobiles	3	1	6
Number of animals adopted out	3	6	11
Fish and Game calls	60	76	99
Number of cat issues	36	65	34
Total warnings issued	101	97	90
Total calls logged	565	600	587
Total hours worked	746	814	836
Total miles traveled	4,470	5,260	5,193
Total Assessed Penalties	\$3,150	\$2,660	\$2,790

Respectfully submitted,



Al Seifert, Animal Control Officer

HIGHWAY AGENT

Another strange year of weather has resulted in another busy year for the road guys doing things unrelated to our normally scheduled tasks. A cold snowy January, a hurricane in July, and snow in October made for long hours and unusual tasks being done by highway crews. However, cleanups went well, no one was injured (unless pride counts for anything) and things got back to normal rather quickly.

In other areas, we did paving work on several roads this year. Included were shim and overlay projects on Pine Ridge and Meadow roads; and Londonderry, Alpine, Galway, and Nashua roads all saw reclamation work and then new pavements. Morrison Road had a large section reconstructed and closed drainage installed. Other normal tasks were also completed both by department staff and the numerous subcontractors we hire. This included stop, speed, and street name signs, cold patch work, brush and tree work, basin repair and cleaning, roadside mowing, detention pond and treatment swale mowing and cleaning of the outfalls, and street sweeping as scheduled. Some new drainage basins were added to Field Road to, hopefully, eliminate a common flooding problem and some culvert repairs were also done at the Depot parking area.

We would like to thank the residents for their favorable vote on our new facility. We cannot express how nice it is to have a real restroom, good heat, lighting, and sufficient work space all under one roof. Between the new garage and salt shed we have already realized time savings in responding to winter storm events. This is due to the sand and salt being mixed and ready to apply, versus cleaning snow off the piles first and then mixing; and to the trucks and loader being free of snow and/or ice and being ready to go. Repairs and routine maintenance are not only easier to do, but can be done on more than one vehicle at a time in the new garage. Not having completed a full year at the new site, it is too soon to say there will be cost savings, however, I believe between the equipment not being as exposed to the elements, having adequate space to work safely, and storage for routine supplies (oils, filters, grease, tires and other parts) we should also realize a savings on the maintenance side as well as the application end.

Again, we would like to thank the residents for their continued support, the many contractors we need for various tasks, and the other town departments who assist us on different projects. We could not complete many, if not most, of these projects without your support and their vast combined resources and manpower. Many other town staff members also make our job successful with their logistical skills. We appreciate and thank you all, and hope you all have a happy 2012.

Respectfully submitted,



Jack McCartney, Highway Agent

HUMAN SERVICES

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 of 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.

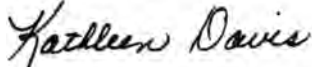
The Town of Windham assisted approximately 48 households in 2011, which is the same as last year. The total cost of assistance for 2011 was \$46,337.14 which reflects a decrease of \$2,124.98. It should also be noted that many residents are met with and referred to other agencies for the most appropriate type of assistance and these numbers are not reflected in the number of households assisted. Some of the other type of assistance we refer clients to are Food Stamps, Food Pantries, Temporary Aid for Needy Families (TANF), shelters, Medicaid, CHS, NH Healthy Kids, Fuel Assistance and other applicable programs. These agencies assist our residents who are ill, struggling on fixed incomes or those who has incurred job losses or reduction of pay. For example, Fuel Assistance aided 92 households in Windham with heating costs of \$68,640.00 and 40 households with weatherization costs. The following represents a breakdown of the Town assistance granted in 2011:

Food Vouchers	\$ 2,243.80
Shelter Vouchers	30,402.85
Mortgage Assistance	1,658.62
Electricity Voucher	5,918.19
Oil/Propane	3,583.36
Gasoline	649.40
Medical	98.00
Funeral	750.00
Telephone	91.82
Cable	441.10
Shepherd's Pantry	<u>500.00</u>
Total	\$ 46,337.14
Reimbursements	\$ 2,773.80

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. Also, 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 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 continue to 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.

Respectfully submitted,



Kathleen M. Davis, Human Services Coordinator

INFORMATION TECHNOLOGIES / GIS

The Information Technologies Department is responsible for the implementation and maintenance of information technology for all the town departments, as well as providing support services to the Nesmith Library. This includes evaluation, selection, installation and continuing support for all computer hardware and software. In addition the department manages the Towns Network Infrastructure that includes Windows 2003 Servers, and XP/Windows 7 Clients, as well as voice and data communications.

Proposals for the coming year and beyond. Moving our finance server offsite to an ASP Center, as well as possibly transferring data storage and programs used by the Fire Department to Derry's Data Center, moves that increase the efficiency and overall stability of two mission critical systems, at only a slightly increased annual cost. Additionally 8-10 new workstations will be replaced this year.

The department also manages and maintains the Towns maps and data layers , two major improvements in that endeavor were the addition of our over-flight photos, and a direct connection established between the Graphic Information Systems (GIS) software and the Assessing software. By integrating these to datasets a great deal of changes could be made to allow our printed maps to more accurately reflect the Town. An example of how much the Road Layer was changed has been posted on the Town GIS site. On going projects in this department include new NPS books in the fire department, integrating additional datasets from state and federal, as well as local sources, a trails map, and a town Atlas.

To see first hand some of these endeavors as well as the Tax Maps, Zoning Map and Town Road Map...please visit the Towns Web Page or schedule a visit with the department to see first hand how this maps are produced.

<http://www.windhamnewhampshire.com/gis/GISPortal.htm>

Respectfully submitted,



Eric DeLong, Information Technology/Graphic Information Systems

MAINTENANCE DEPARTMENT

As the New Year begins we reflect back on 2010 and note some of our accomplishments. In last year's report, I noted some of the projects the department hoped to accomplish during 2011. Those projects were:

- Town Hall Rear entrance door: The old door was metal and was in poor condition. The bottom of the door was severely rotted and lacked a side vision panel which created a safety issue.
- Town Hall painting and repairs: The Town Hall was painted by an outside vendor and the maintenance department completed repairs to the Town Hall addition. Those repairs included replacement/repairs to the building sills, corner posts, trim boards and replacement of the window on the rear stairwell.
- Depot deck at the freight building: The deck around the freight building was built during the spring and early summer. It was a good project to work on and we appreciated the comments from the public as we worked. Comments on the deck were almost always positive and we received a variety of suggestions concerning the use of both the deck and the freight building. Some suggestions were humorous while others were serious.
- HDC endorsed entrance canopies: Unfortunately this work was not completed during 2011 but is still scheduled as a future project.

Other projects completed during 2011 were:

- Converted the meeting room at the police station to a combination work station and small conference room. This work involved removing a corridor door, creating a new entrance to the area, installing a vision panel in the administration entrance door, and converting another area into a new meeting room.
- Installed water meters at Griffin Park to monitor water usage for the multi-purpose building and the irrigation systems. This was a State of New Hampshire requirement.
- Disassembled and repaired Griffin Park playground equipment.
- Installed new ductwork at the fire station for the dryer to correct a long standing issue with venting.
- In December, the heat exchanger for the Community Development Department failed. The maintenance department took steps to modify another heating system to provide temporary heat to the community development department while the vendor waited for the new exchanger. This modification allowed the department to continue to work without relocating to another facility.
- After the JLMC completed its safety/facilities audit, the maintenance department went to each building correcting the items listed on the audit.
- During 2011 an energy audit was completed for the Town Hall, Armstrong Building, Senior Center, Bartley House, and the Old Fire Station. Based on the recommendations included in the audit report, the maintenance department has begun implementing the recommendations that pertain to weatherization issues at each of the above referenced buildings. This work will continue on an ongoing basis in 2012.

As always, I want to thank the department 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

In 2011, library customers borrowed more than 190,000 items.

- 9302 borrowers with more registering each day.
- 6144 new books added to the collection.
- Another tremendous Strawberry Festival – thanks to the Friends of the Library!
- A top ten ranking among NH libraries serving a population greater than 5,000 persons (according to Hennen’s Annual Public Library Ratings).
- Renovated the library office area.
- Re-tasked the Simonoff room to its original purpose as a public meeting room / quiet study area.

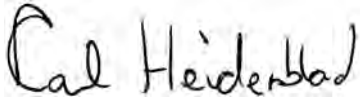
Once again, I wish to thank the wonderful team that makes it possible for us to provide excellent service to the residents of Windham, day in and day out, 7 days a week, for 63 hours each week. The Library’s board, staff, Friends of the Library and our outstanding group of volunteers work hard to make the Nesmith Library a great place for you and your family to visit.

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 2011. Please visit us often in 2012!

LIBRARY STATISTICS

Registered Patrons	9,336
Books Added	6,144
Total Number of Titles in Collection	84,136
Items Circulated	190,111
Library Visits	82,370
Program Attendance	5,994
Multi Purpose Room Bookings	395
Internet Uses	6,160
Volunteer Hours	882

Respectfully submitted,



Carl Heidenblad, Library Director

RECREATION

The Recreation Department offered many programs for all ages in 2011. From Mini-Sports for Tots to Exercise classes for seniors, there was a lot going on. We had a new summer tennis program, Quick Start which was a great success. We look forward to continuing the trend of this style of teaching tennis to youth and hope to expand the tennis lessons in the future.

The Mother Son Night this year was held at Mel's Funway Park in Litchfield. It was a great night with over 250 in attendance! The boys and moms enjoyed go-kart racing, laser tag, mini-golf and much more. We look forward to offering this event again in 2012.

The Windham Town Beach was busy this summer. The summer swim lessons were very successful due to the dedication of our lifeguards and participants. The lifeguards did a great job instructing lessons as well as keeping the beach safe with the continued higher than usual beach crowds. Thank you to Kristin M., Stephanie P., Jen A., Kaela G., Erica G., Gena S., Courtney B., Brian M., and Angela B.

We did not have any major renovation projects slated for this year but we still had a multitude of small projects. Whether it was clearing fence lines, repairing the rubber surface at the Griffin Park playground, skate park repairs or even sod replacement at various parks, all are just as important as the larger projects. Anyone who has had the pleasure of utilizing or just visiting Windham's recreational facilities has witnessed the pristine condition that the facilities remain in from year to year. This is due to the hard work and dedication to all involved from staff, paid contractors, and volunteers.

If it were not for the dedication of volunteers, residents, and civic groups, the many events in Windham 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 residents of Windham, The Girl Scouts, The Boy Scouts, The Lions Club, The Woman's Club, The Windham Garden Club, Windham Soccer Association, Windham MOM's Club, Windham Baseball Softball League, Windham High School Art Club, Windham Lacrosse, WEDC, Jay Yennaco, Joel Dube, Al Letizio, Tom and Margaret Case, Ralph and Belinda Sinclair, Jack McCartney, Steve Hinds, Wendi Devlin, Dana Call, Kathy Davis, Dave Sullivan, Al Barlow, Bruce Breton, Barbara Coish, Eric DeLong, Debbie Mackenzie, Meg Bedrick, Laura Scott, Jennifer Anderson, WCTV, Windham Fire Dept., Windham Police Dept., and Windham Maintenance Dept. for all of their contributions.

In closing, we would like to thank the members of the Windham Recreation Committee who volunteered in 2011: Bill Brennan, Barry Goldman, Lynn Goldman, Tim Kelleher, Chris O'Neil, Glen Yergeau, Ralph Valentine, Bill Fidler, and Mike Caruso.

Respectfully submitted,



Cheryl Haas, Recreation Coordinator

Respectfully submitted for the Committee,



Dennis Senibaldi, Chair Recreation Committee

WCTV COMMUNITY TELEVISION

In 2011, Windham Community Television has been broadcasting and improving original programming for the Town of Windham. Our local channels provide residents with video coverage of government meetings and public access programming. This year has also been successful at increasing community outreach.

WCTV has continued to offer LIVE coverage on Channel 20 of all government meetings including the Board of Selectmen, School Board, Zoning Board of Adjustment, Planning Board, Conservation Commission and Capitol Improvements Committee. Government and School meetings are available to view online at WCTV21.com with WCTV's "Video on Demand" service. Also available on the WCTV21.com website, residents can access weekly playback schedules and information on our local programming.

WCTV has produced many new episodes of long-time running programs such as Windham Watch, Time for Animals, and Anna Marie's Euro Kitchen. New programs have also been introduced in 2011 including Wildlife Encounters, The Law & You, and Hypnosis for Better Living. Programs of interest to other New Hampshire communities are shared through the New Hampshire Coalition for Community Media (NHCCM) network. Our most popular shows are downloaded by 5-10 NH towns each per month. Below is a list of 2011 programs and descriptions:

- Anna Marie's Euro Kitchen: Anna Marie Cattarin hosts her own cooking show with various home-style recipes. WCTV is proud to have been awarded 3rd place in the Alliance for Community Media 2011 Northeast Regional Video Festival. Anna Marie was also recognized for her contributions to WCTV.
- Book Beat: Educators and 7th grade students from Windham Middle School discuss various books, authors, and literature.
- Hypnosis for Better Living: Tom Nicoli hosts a hypnosis awareness show about safe, natural and effective processes for personal change for health and happiness.
- The Law & You: Local attorney, Anthony DiFruscia interviews local professionals to bring viewers new and important information in various fields of law.
- Time for Animals: In partnership with the Salem Animal Rescue League this monthly program is filled with animals up for adoption, ways to get involved, as well as pet health and safety tips.
- Wildlife Encounters: In partnership with Granite State Zoo this educational show features special animal guests, facts and information about zoo creatures!
- Windham School District TODAY: Superintendent Dr. Henry LaBranche brings residents monthly updates on what's happening in Windham schools. Highlights include School Board updates, important information for parents and the accomplishments of our students and staff members.
- Windham Watch with Mary Griffin: State Representative Mary Griffin interviews local and state politicians, non profits, local businesses and more.
- Windham Wolverines Youth Football & Cheer: In partnership with the Windham Youth Football League and dedicated parent volunteers, WCTV kicked off this program with coverage of their 2011 season.
- Yoga with Amy: Local yoga instructor Amy Spencer hosts 30 minute yoga program to reduce stress and set you on the path towards emotional and physical well-being.

WCTV COMMUNITY TELEVISION

These original programs air on the Public Access Channel 21. WCTV also produced public service announcements in partnership with the Windham Police and Fire departments and local non-profit organizations.

Other programs aired on Channel 21 are provided to us in partnership with local organizations and access stations. Such programs include:

- Around Town
- Business Connections
- Capitol Access
- Granite State Outdoors
- Granite State United Church
- Lil' Iguana
- NH Executive Session

WCTV was successful in recruiting new volunteers in 2011. Residents are able to produce their own programs, assist with other original programs and special events, as well as volunteer to tape government meetings. WCTV will continue to offer free training to residents interested in television production and looks forward to new endeavors. After certification, access users are able to produce studio or field productions with professional level audio and video equipment.

Our current volunteers have helped to keep the access station running with programs and meeting coverage over the past year. It is important to note, that all meetings and programs would not be available if our volunteers did not dedicate their time to do so. A special thank you to our meeting volunteers Tom Case, Barbara Coish, and Darrell Halen. WCTV also thanks the many volunteers who continue to help with our local programs. Last but not least, thank you to Windham Cable Advisory Board for their assistance, guidance, and support.

Equipment purchases and upgrades in 2011 were made to further enhance the audio and video quality of programming. An additional field camera was purchased in March 2011 for use on on-location tapings as well as government and school meetings held in alternate locations. Window treatments were purchased in May 2011 for the meeting room at the Community Development Department for better visual aesthetics. A new audio mixer was purchased for the control room at the Community Development Department meeting room, replacing a much older and outdated model mixer. With the addition of two overhead microphones in the meeting room, better sound has been provided for meetings. The purchase of a green screen and teleprompter for the WCTV studio were also made in 2011. These pieces of equipment are a great asset to productions using the WCTV cable studio and will further improve the quality of programming available to residents of Windham.

Respectfully submitted,

Kelly McLaughlin

Kelly McLaughlin, WCTV Coordinator

PLANNING BOARD

SUMMARY: Although current economic conditions often brought little, if any, development to some New Hampshire towns, Windham largely held its own this year, welcoming significant new commercial development plus approval of a sizeable residential subdivision. Specifically, the Planning Board reviewed a two-phased commercial office development for Medicus Healthcare Solutions, to eventually include one 2-story and one 3-story office building. In addition, the board reviewed a conceptual plan for a 14,600 square foot private school for math and science, approved Site Plan changes for a bank and two-story mixed-use building, and approved an 18-lot open space residential subdivision. In the Cobbetts Pond area, construction of new or replacement homes and the expansion or improvement of others continued at a good pace, under the guidelines of the still fairly new watershed ordinance for that area. The Board also contributed to plans for a kindergarten addition to Windham's public schools and to expanded parking to Griffin Park, the latter adding 115 new parking spaces to the popular town facility.

Change-of-Use and Minor Site Plan applications reflected other welcomed business developments as well, including a new dental office, an expanded used car business, numerous new home occupations, and the relocation or expansion of other businesses.

Perhaps our most arduous achievements, however, came as proposed updates to current zoning and land use regulations. First – as the beginning phase of reviewing our many zoning ordinances – the “Purpose” statements of each non-residential zoning district was reviewed for greater clarity, with the uses allowed in each also to be looked at next. Second, the board began the creation of Design Review Regulations regarding the architectural appearance of new construction in key commercial districts, in response to public suggestion and commentary over the last year or two. The board also continues to monitor, in detail, our achievement of Master Plan goals and objectives and also put forward its third Workforce Housing proposal for voters' approval – we hope with greater success this time. Additional details on the Board's activities for the past year are listed below.

The 2011 Planning Board included the following elected members:

- Ruth Ellen Post, Chairman
- Margaret Crisler, Vice Chairman
- Kristi St. Laurent, Regular Member
- Pam Skinner, Regular Member
- Jonathan Sycamore, Regular Member
- Carolyn Webber, Regular Member

Additional members include:

- Ross McCleod, Board of Selectman Representative
- Kathleen DiFruscia, Alternate Board of Selectman Representative
- Robert Folan, Alternate Member (from May 2010-November 2010)
- Lee Maloney, Alternate Member
- Vanessa Nysten, Alternate Member
- Sy Wrenn, Alternate Member

Approved Residential Subdivisions:

1. An Open Space Subdivision for the creation of 18 single-family lots and 3 open space lots was approved at Sheffield Road (6-C-1, 6-C-100, 6-C-2000A, 6-C-2000B)
2. Covino Subdivision: To create one (1) lot for single family residential development and one (1) Lot for the purposes of donating it to the Town for conservation land, located at 63 Mammoth Road (19-B-500)

PLANNING BOARD

Approved Residential Site Plans:

1. Customary Home Occupation/Conditional Use Permit to sell outdoor furniture/play set/recreational equipment at 137 Rockingham Road (3-B-360)
2. Customary Home Occupation/Conditional Use Permit to wholesale automobiles at 3 Princeton Street (24-G-22)
3. To use a portion of a single family home, located at 2 Winter Street (19-B-912) to operate a retail/gift shop, selling miscellaneous consumer products related to the Alpaca farm use on the property.
4. Customary Home Occupation/Conditional Use Permit to operate a pool table retail and repair business, and approval for an existing 24 sq. ft. freestanding sign advertising the pool table business, located at 119 Rockingham Road (3-B-112)
5. Customary Home Occupation/Conditional Use Permit to teach yoga classes at 12 Sunridge Road (19-B-300)

Approved Non-Residential Minor Site Plans:

1. To change the use of the property to permit a Day Care to be located in the southern most unit of the building; to modify the existing site plan by adding a play yard for the daycare to the southwest corner of the property, and; to install a 4.5' chain link fence to enclose the play yard at 5 Industrial Drive (13-A-196)
2. A Minor Site plan was approved for New 2 You Cars, located at 33 Rockingham Road (13-A-31) to increase the number of cars to be placed on the property for sale from 26 to 41 cars. The applicant was also approved to add an additional sign panel, sized 25" x 40", to the existing free-standing sign.
3. A Minor Site Plan was approved for Indian Rock Road/Rt.111 (16-L-1 & 16-D-450) to reconfigure the driveway and drive-thru on Lot 16-L-1; to connect the two parking lots between the properties, adjust the landscaping on the two lots, and redesign the parking spaces on both lots.
4. A Minor Site Plan was approved for 125 Indian Rock Road (12-A-532) to construct a one-story bank (2,400 sq. ft.) and two-story mixed use building (8,000 sq. ft), consisting of a small café, retail shop, and office uses, totaling 10,400 sq. ft.
5. To change the use of the property, located at 5 Rockingham Road (13-A-3) to the retail and rental of special event equipment.
6. To change the use of the property, located at 33 Indian Rock Road, Building 5, Unit 1 (11-C-1000) to a dental office & to install two (2) wall signs, one each side of the building.
7. To locate a freestanding sign at 43 Range Road (18-L-450)
8. Windham Meadows I: To install and maintain a manually-controlled gate at 29 Brookview Road (19-A-801) to be restricted to Emergency Vehicle Access only, rather than an electronically-controlled gate as was approved by the Planning Board on April 16, 2003.
9. To install pervious pavement for a portion of the parking area rather than pervious pavers and to retain the existing lawn in certain areas rather than install an erosion control mix, as was previously approved by the Planning Board on August 4, 2010, at the property located at 112 Range Road (17-L-15)
10. To amend the Site Plan that was approved by the Planning Board on May 5, 2010 for 32 Indian Rock Road (16-D-450). An approval was granted to amend some components of the building façade and to allow the drive-thru to be constructed at a later date.
11. A Minor Site plan was approved for New 2 You Cars, located at 33 Rockingham Road (13-A-31) to increase the number employee parking spaces in the rear of the property from 2 spaces to 6 spaces and to increase the number of cars for sale in the front of the property by 3 cars.

PLANNING BOARD

12. Griffin Park Parking: To expand the current parking lot by 115 paved parking spaces at Griffin Park, located at 111 Range Road (Lot 22-R-900). This includes the relocation of existing parking lot lighting, fencing, and stone walls. Some tree removal may also be necessary and a bio retention area will be added to accommodate drainage.
13. To modify the driveway that provides access to 4 Ledge Road (Lot 11-A-165) to improve the ability for emergency vehicles to enter the site. Also to modify the parking calculation to accommodate 4,200 sq. ft. of warehouse space and 2,000 sq. ft. of general office space.
14. To reconfigure the existing building into 5 tenant spaces (4 office/retail and 1 warehouse) and to locate 4 wall signs on the building at 8 Rockingham Road (13-B-10)
15. To change the use of the property located at 46 Lowell Road, Units 6 & 7 (20-E-260) from a van and trucking company to a traditional martial arts studio and to provide counseling services. A wall and freestanding sign were also approved.
16. To change the use of 600 sq. ft. of the lower level of 5 Ledge Road/50Haverhill Road (11-A-150) from office to a retail use for police supplies. A free standing complex sign sized 7' X 8' and standing 9' high was also approved.
17. To reduce the pavement to accommodate a revised hammerhead layout for Glenn Meadow and Still Water Roads (Lot 19-A-802)

Approved Non-Residential Major Site Plans:

1. Medicus Healthcare Solutions: A two-phased commercial office development to consist of a 22,000 sq. ft. 2-story building and a 29,000 sq. ft. 3-story building, 217 parking spaces, landscaping, lighting, signage, and associated site work. A WWPD Special Permit will also be needed to allow site grading, landscaping, and stormwater management structures to be located within the WWPD.
2. A Major Site Plan Application was submitted for 49 Range Road (18-L-400) for the following: change of use of Suite 105 from vacant office to "Soleil Salon, Spa, Health and Wellness Center"; change the use of Suites 101-103 from vacant office to medical office space; add 7 new parking spaces, realign the site entrance/driveway off Delahunty Drive; removing existing and adding new areas of pavement; removing, replacing, and adding sidewalks and access ways around the building; adding landscaping; add a freestanding multi-tenant sign; relocating propane tanks and the dumpster.

WWPD Special Permits Granted:

1. To install a pool and deck at 2 Wilson Road (24-F-5100).
2. To allow a portion of a driveway, drive-thru, parking, drainage, and grading within the WWPD at Indian Rock Road/Route 111 (16-L-1 & 16-D-450) (Planning Board approved extension of conditional approval for 60 days)
3. To construct 2,727 sq. ft. of paved areas within the WWPD buffer and 4,863 sq. ft. of stabilized vegetated slope at 125 Indian Rock Road (12-A-532)
4. To locate a portion of a driveway and a house in the WWPD, located at 20 Walkey Road (17-I-113A)
5. To construct a 12' X 15' addition to the existing pump house and to install an 8' X 16' underground fiberglass tank at Rockingham Road (Lot 3-B-650)
6. To install a 1,906 paved driveway and covered stair at 8 Woodvue Road (18-L-4)

PLANNING BOARD

Cobbetts Pond Watershed Protection Major Development Applications:

1. To raze the existing dwelling and construct a single-family home and detached garage at 2 Horne Road (21-Z-267)
2. To raze the existing non-conforming home and shed and construct a new 26' by 30' 1 ½ story home with a 12' X 12' deck and a 12' X 12' covered porch attached to the rear at 27 Armstrong Road (17-M-13)
3. To remove a pre-existing non-conforming house and construct a larger house in the same footprint and remove a pre-existing non-conforming porch and to construct a larger porch at 32 Fish Road (21-V-230B)
4. To construct an addition to the home and garage at 15 Gardner Road (17-J-137)
5. To raise the roof of the existing structure to allow for an expansion at 30 Walkey Road (17-I-112A)
6. To reconstruct a home and a boat house located on the property. The proposal would render more than 20% of the lot impervious at 51 Cobbetts Pond Road (21-H-2)
7. To raze the existing house and construct a new home that is sized 3,400 sq. ft. at 117 Indian Rock Road (12-A-537)
8. To raze the existing 1120 sq. ft. residence and construct a new 1200 sq. ft. residence; pave the existing gravel, sized 2500 sq. ft., and; install a new well and septic tank at 30 First Street (16-Q-172)
9. To construct a screened porch, sized 305 sq. ft. over an existing deck at 14 Viau Road (16-Q-211A)
10. To install a new septic tank, dry well, secondary well for a geothermal heating system, impervious generator pad sized 20 sq. ft., impervious front walkway sized 50 sq. ft., and impervious pathway to Cobbetts Pond sized 330 sq. ft., creating a total impervious area of 3,370 sq. ft. at 15 York Road (17-M-40)

Lot Line Relocation Application Approved:

1. To adjust the lot lines between 37 and 39 Flat Rock Road (3-B-270 and 3-B-272) for the purposes of creating street frontages for two single-family lots.

Conceptual Discussion:

1. A Preliminary Major Site Plan located on Governor Dinsmore Road (Lots 8-C-100 & 13-C-400) was presented for a 14,600 sq. ft. private school focused on math and science. The application includes the rehabilitation of existing buildings on the site, designing low impact stormwater facilities, and paving a 22' wide cul-de-sac for school bus drop-offs and emergency vehicle access utilizing the existing driveway and a portion of the discontinued Governor Dinsmore ROW.

2011 Town Meeting Zoning Warrant Articles Public Hearings:

1. 2012 Citizen's Petitions
 - a. Cobbetts Pond Watershed Protection Ordinance, 616.6.2
 - b. To delete Section 601.4.5 of the zoning ordinance
 - c. Canobie Lake Watershed Protection, Section 616
 - d. Rezoning 110 Parcels along Heritage Hill Road, Ryan Farm Road, Timberlane Road, Karen Road, Lancaster Road, Castle Hill Road and, Bennington Road from Rural to Residential A.
 - e. Junk Yard definitions section, Section 708.3
 - f. Commercial vehicle definition, Section 200
 - g. Commercial vehicle parking, Section 704.2.7
 - h. Fence definition, Section 710.2

PLANNING BOARD

2. 2012 Planning Board Warrant Articles
 - a. Appeals, Section 904
 - b. Commercial Kennels, Section 720
 - c. Fence Ordinance, Section 710
 - d. How to measure front, side, & rear setbacks, and associated regulations for corner and waterfront lots, Sections 200 & 702, Appendix A-1
 - e. Limited Industrial District Purpose Section and Professional Business and Technology District, Sections 606 & 614
 - f. Multi-Zoned Parcels, Zoning Map Amendments
 - g. Neighborhood Business District Purpose Section, Section 604
 - h. Parking, Sections 603.1, 704.2.7, 200 & 704
 - i. Reformatting Commercial B District; Reformatting Gateway Commercial District and revising purpose section, Section 605 (Renumbered to Section 617 & 618)
 - j. Sign Regulations, Section 706.5.8
 - k. Sheds and Building Coverage, Sections 703 & Appendix A-1
 - l. State Building Code
 - m. Village Center District Purpose Section, Section 612.1
 - n. Workforce Housing Ordinance, Section 619

Planning Board Public Hearings:

1. Public Service of New Hampshire was granted approval to remove trees and brush in order to add wire and replace two (2) power lines along Morrison Road, which is a designated scenic road.
2. A hearing was held to discuss the New Hampshire Department of Transportation's plan to install wireless communication equipment on the existing tower located at 59 Governor Dinsmore Road (12-A-700)
3. A hearing was held to discuss Designated Scenic Road Repairs on the area between 15-55 Morrison Road. The work includes road construction and drainage work and may include tree removal and stone wall location.
4. Kindergarten Addition-Golden Brook School: A non-binding public hearing was held on the proposed kindergarten addition go Golden Brook School, as required under NH RSA 674:54
5. 2012-2019 Capital Improvements Plan

Planning Board Public Discussions and Presentations:

1. WEDC Opinion Survey Results Presentation
2. Design Review Guidelines Workshops
3. 2005 Master Plan Benchmark Review
4. Overview of Impact Fees

Respectfully submitted for the Board,

Ruth-Ellen Post

Ruth-Ellen Post, Chair

ZONING BOARD OF ADJUSTMENT

For 2011 the Zoning Board of Adjustment handled a total of 48 variance requests (38 granted), 6 appeals of administrative decisions (2 granted), and 7 re-hearing requests (1 granted), as always providing a busy and challenging year. Elected members at the conclusion of the year were: Tom Murray - Chairman, Heath Partington - Vice Chairman, Betty Dunn - Secretary, Regular Members - Dianna Fallon and Mark Samsel. Alternates include Michael Schulz and Jim Tierney. In the March election Mr. Samsel was elected to a 3 year term.

Members attended the 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. Members also attended a series of three New Hampshire Local Government Center Municipal Law Lectures held locally in Derry that presented timely topics including, "Sign Regulations and Home Occupations: Accessory Uses, Difficult Issues," "Preemption of Local Regulation: Ejected from Your Own Game," and "Land Use Law Update."

Key cases during 2011 included variances that would allow for 2 workforce housing developments within the Town. One was approved one denied on the merits of each case. Operating under New Hampshire's Workforce Housing RSA 674:58-:61, the law requires that all communities must allow reasonable and realistic opportunities for the development of workforce housing that is "economically viable." Guidelines include Affordable sales price at 30% of gross income, renter household at 60% of area median income, and owner household at 100% area median income. There are exceptions for those communities that can demonstrate that they have provided their "fair share" of current and projected regional needs for affordable housing. The town has voted down 2 WFH ordinances on recent ballots, and at this writing one is planned for the upcoming election. Without a specific WFH Ordinance, the town must rely on the interpretation of current sections of our Ordinance and State RSA's, with the possibility of final determination by the Courts.

The Zoning Board of Adjustment has quasi-judicial powers, serving in its role "as the lowest court in the land" relative to land use issues. The purpose of the ZBA 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 the spirit and intent of the Ordinance. Following New Hampshire State Law, the Board must decide what is lawful, not necessarily popular, in determining the 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 thanks Pat Kovolyan, the Board Recording Secretary for handling ZBA general business, Mimi Kolodziej, Planning Assistant who provided minutes for several meetings, and Tim Corwin ZBA/Code Enforcement Administrator for their attendance at our meetings, preparing case information, and providing information to the Board. As always, thanks go to Tom Case for his continued dedication to handling cable coverage and taping our meetings, and to the Cable Committee for providing televised access to Windham residents.

Respectfully submitted for the Board,

Tom Murray

Tom Murray, Chair

NESMITH LIBRARY TRUSTEES

2011 has been a very busy and very productive year for Nesmith Library, its staff and the Board of Trustees. First and foremost, the Trustees voted in August to join the library consortium, GMILCS, Inc., with active participation beginning January 2012. Nesmith Library is the first new member to join since the 1990's. GMILCS' admission criteria are high, which is a testament to the quality of Nesmith Library, to the professionalism of Library Director Carl Heidenblad and the library staff, and to the commitment of Windham for quality library services. GMILCS participation is the greatest advance in Nesmith Library services in at least fifteen years, and it is being accomplished without an increase in the Library's budget.

GMILCS, the Greater Manchester Integrated Library Cooperative System, consists of thirteen public and academic libraries in south-central New Hampshire. GMILCS participation will provide Nesmith Library with state-of-the-art library technology, including a common library catalog of over one million items. It will allow Nesmith Library card holders to walk in and borrow from a member library or to have a borrowed item from a member library delivered to Nesmith for pick-up. The many GMILCS benefits will be communicated to patrons and to the Windham community in early 2012.

Another accomplishment for 2011 is the library office renovation. The renovation re-located the Library Director's office from the Simonoff Room to an efficiently re-designed central library office. As a result, the Simonoff Room is re-purposed to its original intent as a meeting room, increasing the number of small meeting rooms at the library to three. The library office renovation was paid for by a generous gift from the Friends of the Library of Windham (F.L.O.W.). We thank F.L.O.W. for the financial assistance, and we also thank Sally D'Angelo, who designed the new space and selected the new furniture.

Another Nesmith Library accomplishment for 2011 is providing e-Reader and e-Book training. Library Director Carl Heidenblad developed and presented several "e-Books and the Library" sessions at Nesmith Library in 2011. E-Books and audio-Books can be downloaded from the Library's web-site, and e-Readers can now be borrowed from the Library. Approximately, 1,000 e-Books / audio-Books were downloaded in 2011, as compared to only 100 in 2010.

The Trustees' Strategic Planning Committee was active in 2011. A strategic plan is near completion, and when finished, it should be available on the Library's web-site sometime in 2012.

Nesmith Library is dealing with an accelerated rate of change. Changing technologies are re-focusing on how libraries operate within their financial means, and the Nesmith Library Trustees and staff are preparing. We strive to ensure that Nesmith Library services match Windham's changing needs, interests and priorities. Whether it is a children's, teen or adult program, a meeting room, a quiet place to study, a computer, the Internet, a data base, e-Book, e-Reader, wi-fi access, book, CD-book, magazine, newspaper, DVD, or music CD, the Nesmith Library staff is ready to help.

The Trustees joined in with the New Hampshire Library Trustees Association in a petition drive to preserve the Inter-Library Loan system as offered by the State Library. This loan system is at risk due to possible legislative changes in funding. This service is exceptionally efficient, costing only 44 cents per item borrowed, allowing Nesmith Library patrons a much wider spectrum of books. We thank the many patrons who signed the petition.

2011 was a level-funded year from 2010, and 2010 was a level-funded year from 2009. The Trustees again presented the Selectmen with a level-funded budget for 2012, making it four years in a row Nesmith Library is operating with the same budget. We recognize that the economy is still difficult for Windham taxpayers. However, increased library usage, rising prices and increasing building maintenance expenses, while delivering expected library services within budget, is the Trustees', Library Director's and staffs' ongoing management challenge.

NESMITH LIBRARY TRUSTEES

We again thank the Friends of the Library of Windham, better known as F.L.O.W., for their dedication, numerous volunteer hours, generous gifts and commitment to Nesmith Library. In June, F.L.O.W hosted their 28th annual Strawberry Festival and Book Fair. With over 6,000 in attendance, this Strawberry Festival was the best ever. Thanks to Strawberry Festival and Book Fair Chairperson Jennifer Simmons and Committee and to the many volunteers for this most memorable day.

We also thank the Nesmith Quilters for raffling off a group-made-quilt at Strawberry Festival and for giving Nesmith Library the net proceeds for media and other purchases.

We also thank the many Library volunteers for the tasks completed at Nesmith Library. Their numerous volunteer hours helps the Library function more efficiently.

Two Library Trustees, Anne-Marie O'Neil and J. R. Siegel, left the Board in 2011, and we thank them for their service. Two new Trustees, Karen Marcil and Peter Tousignant, joined the Board in 2011. Patricia Barstow, Norman Boutillette, Mary Lee Underhill, Carolyn Webber and I continued working on your behalf.

The Trustees thank all who support and / or use the Library. With the support of the Library staff, we will continue providing the Library services our patrons expect. Thanks for your support.

Respectfully submitted for the Trustees,

Mark Branoff

Mark Branoff, Chair

CEMETERY TRUSTEES



The Trustees are pleased to report the completion in 2011 of the project to upgrade the Veterans' Section of the Cemetery on the Plain with removal of the galvanized poles/white plastic chain and replacement thereof with classic black iron posts and chain. The Trustees have received only positive input on this change, and we thank David Figlioli of Figlioli Welding/Ironworks for his beautiful work.

Last year also saw the Trustees move away from a seasonal maintenance contract, to a full year custodial award encompassing all the standard grounds-keeping and general maintenance needs, as well as winter snow removal. After

completion of a competitive bid process, the Trustees awarded the contract to Scott Polumbo/Concrete Services. Along with his crew, Mr. Polumbo has worked with the Trustees for a number of years now, with the exception of 2010, and continues to provide outstanding service. We thank him for his ongoing efforts on behalf of the Trustees and the residents, and look forward to continuing to work with him as we enter into 2012.

As is always the case, we must extend our thanks to the various scouting organizations in Town for their eagerness to help us prepare for the Cemeteries for the Annual Memorial Day ceremony. Also, our thanks to brothers Jim and Scott Thornton and their crews for meeting our interment needs with professionalism and compassion, and to Town Maintenance Supervisor Allan Barlow for his assistance throughout the year.

As we look to the coming year, the Trustees anticipate increasing our presence on the Town's official website and prioritizing other needed projects within the three cemeteries. We welcome all suggestions, and encourage you to visit us on the web at WindhamNewHampshire.com/updated/cemetery.html.

In closing, we thank you for your continued support of our efforts and look forward to serving you in the coming year.

Respectfully submitted for the Trustees,

Wendi A. Devlin, Chair

CONSERVATION COMMISSION

The Conservation Commission applied for and received a Wellhead and Watershed Protection grant that will assist in the purchase of a parcel of land adjoining the Windham Town forest. The Commission has also been working with the recently formed Friends of Moeckel Pond, dedicated to the repair of Moeckel dam and the resultant reestablishment of Moeckel pond.

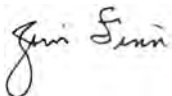
The Commission continues to work with a forestry service company, Bay State Forestry, to determine the best way to manage and improve the town owned properties overseen by the Commission. At this point several parcels have been identified as initial sites. These sites have been mapped and the boundaries confirmed

The Commission continues to perform its other responsibilities:

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

In closing, we thank Patricia Kovolyan, Conservation Commission Secretary, the Board of Selectman, and the Community Development Department for their assistance and support. We also offer our utmost gratitude to the residents of Windham for their continued support.

Respectfully submitted for the Commission,



Jim Finn, Chair

STORM WATER MANAGEMENT COMMITTEE

Since 2003, Windham continues to monitor its storm water discharge systems within our urbanized area to comply with the US EPA's Phase II Storm Water Regulation and Windham's Storm Water Management Plan. Windham submits an annual report to US EPA and NH DES. A new US EPA Storm Water NPDES Permit is expected during 2012 with updated mandates.

The intent of this 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.

Members continue to be involved with NH DES, NH DOT, Derry, Londonderry, and Salem on salt (chloride) reduction efforts impacting the Route 93 corridor and surrounding water resources. Members continue to monitor the I-93 construction project. Members are involved with the CPIA to improve the water quality of Cobbetts Pond through a Pond restoration plan.

COMMITTEE MEMBERS: David Poulson, T/R Station Manager - David Sullivan, Town Administrator - Al Barlow, Maintenance Supervisor - Jack McCartney, Highway Agent

JOINT LOSS MANAGEMENT COMMITTEE

The Joint Loss Management Committee (JLMC) oversees the Health and Safety Policy for the Town and is a requirement of the NH Department of Labor. Management and labor comprise the Committee and collaborate as a team to ensure the health and safety of the Town's workforce and Windham residents. The JLMC meet quarterly to discuss health and safety issues and ensures the Town adheres to the standards defined by the NH Department of Labor and our Town Safety Policy. The Town reports to NH Department of Labor bi-annually.

The JLMC continues the implementation of Emergency Action Plans for individual Departments to ensure the safety and well-being of our workforce. Fire Department staff trained the Town workforce in CPR and other life-saving measures. A new JLMC chairman and vice-chairman were appointed in July.

COMMITTEE MEMBERS

Management: David Poulson, Transfer Station Manager - Al Barlow, Town Maintenance Manager - Jack McCartney, Road Agent,

Labor: Mike McGuire, Building Inspector - Cheryl Haas, Recreation Director - Ed Fedele, Police - Pat Robertson, Fire Department (JLMC Chairman)

Other: Bruce Breton, Board of Selectmen Liaison

Respectfully submitted for the Committees,



David Poulson, Transfer Station Manager

HIGHWAY SAFETY COMMITTEE

The Highway Safety Committee, which is comprised of the Police and Fire Chiefs, Highway Agent, Maintenance Supervisor, Community Planner and a citizen's 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 such as

- Griffin Park Parking
- Walker's Woods
- Village District
- Ledge Road Business Park
- Industrial Drive
- Route 111 By-Pass Project (cul-de-sac review)

The committee also reviewed and took action on several other issues such as;

- Heritage Hill Road Parking
- Rail Trail Parking
- Sawtelle Road Parking
- Roulston Road

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

If anyone 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 or email us at hsc@windhamnewhampshire.com. 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 . Fire Chief/Chair

DEPOT ADVISORY COMMITTEE

Starting in 2004, the Committee was chartered by the Board of Selectmen to provide a plan and carry out the vision to improve the buildings and surrounding area in conjunction with the Town designation of the Depot as a Historic District.

In 2011 the Depot Advisory Committee was not as active as previous years; however some great work occurred on improvements to the historical showcase.

With a leftover funding from the initial T/E project, the cost effective approach was to use it to purchase the material to complete remaining deck work on the freight building and have the Town provide the carpentry expertise. From the original engineering plans and historical photographs, the skills of Al Barlow and Jeff Galle brought back the deck to its original footprint providing adding to this tremendous transformation. The contour of the deck now helps define the “Junction” at Windham Depot, that is the crossing of the Manchester and Lawrence, and Worcester, Nashua and Portland lines.

As in the past 2 years the Windham Rail Trail Alliance received a \$1,500 grant from the Amherst (Ma) Railway Society for Depot Building construction that will be used towards the deck work. The ARS sponsors the largest annual model railway show on the east coast at the Eastern States Exposition grounds in West Springfield, with proceeds supporting rail restoration projects throughout the country.

The WRTA sponsored 2 Eagle Scout Troop 266 projects at the Depot. Gregory Samsel designed, and led the construction of a custom bike rack, 2 park benches with landscape preparation along the trail in front of the C16 Caboose. Oliver Lui designed and constructed railing on the back side of the Depot building, matching the original design of the boardwalk fence at the turn of the century. These projects represent numbers 7 and 8 that have benefited the rail trail and Depot.

The Windham Depot Advisory Committee thanks the Town and community for its continued support and to those who have donated their time and materials. We look forward to the upcoming year with an event to celebrate this significant accomplishment for the Town.

Respectfully submitted,



Mark Samsel, Chair

ECONOMIC DEVELOPMENT COMMITTEE

The Windham Economic Development Committee (WEDC) completed its first full year as a Town Committee and is actively pursuing its goals while laying the foundation necessary to accomplish its ongoing mission. That mission is to enhance the vitality of the local economy by supporting existing businesses and attracting new businesses to Windham, encouraging economic development consistent with the Windham Master Plan and promoting the spirit of the Town Motto: Old Values, New Horizons.

Completion and adoption of our strategic plan was a key step toward insuring an effective foundation to accomplish our mission. While the full plan can be viewed on the Town website, our strategic goals are as follows:

1. Promote growth in property valuation that generates tax revenue, which exceeds municipal costs, in order to reduce the tax burden on residents.
2. Promote Windham as a destination for new businesses.
3. Establish and nurture supportive relationships with existing businesses and property owners.
4. Provide input to the Board of Selectmen, Planning Board, and Zoning Board of Adjustment to project a welcoming and helpful image to the business community.
5. Provide education and outreach opportunities to encourage and facilitate economic development.
6. Work collaboratively and seek out support for Windham economic development from local, regional, and state organizations.
7. Identify and pursue funding sources, on behalf of the Town, which would enable WEDC to meet the mission and goals set forth in this document.
8. Promote economic growth that provides employment opportunities in Windham.

As part of the Committee's outreach to residents, we compiled and reported the results of our Economic Development Opinion Survey 2010, which was completed December 31, 2010. This Survey provided an opportunity for the community to share their economic development preferences and provided the Committee and Town Governing Boards another data point to guide their decisions.

In addition to our efforts to lay our foundation and create our roadmap to fulfilling our mission, we took the following steps toward our strategic goals:

- We supported and participated in the Community Development Department (CDD) and Greater Salem Chamber of Commerce (GSCC) Free Business Education Seminar Series presented in the Spring and Fall of 2011. Each series consisted of 4 monthly, well-attended seminars for community businesses.
- In Partnership with the CDD and the Windham PTA, we presented the Business Expo 2011: Building Relationships, Building Community held at the Windham High School and drawing over 70 Windham business exhibitors.
- We supported and participated in the CDD grand opening and grand re-opening events for 10 new and growing Windham businesses.
- Committee member, Paul Gosselin represents us on the Planning Board's Technical Review Committee reviewing and monitoring proposed projects and presenting WEDC recommendations aimed at encouraging economic development.

ECONOMIC DEVELOPMENT COMMITTEE

- We appointed a Sub-Committee to assist the Planning Board with drafting non-residential Design Review Regulations by monitoring and analyzing the process and presenting recommendations in alignment with our goal to project a welcoming and helpful image to the business community. Chaired by Ralph Valentine, the subcommittee includes Paul Gosselin, Jay Yennaco and Bob Young.
- We also monitored proposed Zoning Ordinance amendments for the 2012 Town Meeting with another subcommittee. Also chaired by Ralph Valentine, this subcommittee includes Dianne Connolly, Bev Donovan and Bob Young.

As we begin 2012, we are taking action to enhance our collaborative relationship with Town Boards. We will be meeting with the Planning Board on a quarterly basis and will be requesting meetings with the Board of Selectmen and Zoning Board of Adjustment to discuss how we can best provide economic development input and meet our strategic objectives.

Our members include ex-officio members Phil LoChiatto, Selectmen representative; Kathleen DiFruscia, Selectmen Alternate; Sy Wrenn, Planning Board representative; and Beverly Donovan, Greater Salem Chamber of Commerce representative. Regular members include Chairman, Bob Young, Vice-Chairman Jay Yennaco, Dianne Connolly, Sally D'Angelo, Paul Gosselin, Al Letizio, Derrick McManus, and Ralph Valentine.

Our April 13, 2012 meeting has been dedicated to goal setting for the year and we look forward to another productive and effective year. We are moving forward on our economic development journey and the Committee is looking for your support in helping it choose the right path, follow the right guideposts and stay true to them. Our meetings are held the second Friday of every month at 7:30AM at the Community Development Department's Conference Room. Please feel free to join us.

Respectfully submitted for the Committee,

Robert Young

Robert Young, Chair

SENH HAZARDOUS MATERIALS DISTRICT

ABOUT THE DISTRICT: The District's membership is made up of 14 communities of approximately 350 square miles with a population of over 175,000 people within the Route 93 corridor. In June the Town of Atkinson, Board of Selectmen voted to withdraw from membership of the District, reducing the membership to 14 communities. 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. This District is recognized by the State of New Hampshire as the Regional Emergency Planning Committee (REPC) for the member communities. The REPC which consists of representatives from local government, industry, and the general public is working with industry to comply with federal regulations for the reporting of chemicals used within and traveling through the District.

The District draws its funding from an annual assessment from each community as well as from grants and donations. The 2011 operating budget for the District was \$112,156.00. In 2011 the District applied for and received federal grants for equipment, training, and operational expenses totaling \$157,297.00. The Fire Chiefs from each of the member communities' make-up the Operations Committee of the District. This Operations Committee is overseen by a Board of Directors consisting of elected representatives from each community, who approve the budget and any changes to the bylaws. The Executive Board of the Operations Committee, which consists of the Chairman, Vice-Chairman, Treasurer, Technician Team Liaison, and one Member at Large, manages the operations of the District within the approved budget. The District employees a part-time REPC Director to manage the administration functions of the District, including grants management, financial management, and emergency planning.

THE EMERGENCY RESPONSE TEAM: 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 three level readiness response posture to permit it to immediately deploy an appropriate response to a District's 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 also 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 is made up of 32 members drawn from the ranks of the fire departments within the District. The team consists of 6 Technician Team Leaders, 18 Technician Level members, 5 Communication Specialists, and 3 Information Technology 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, and several police officers.

The Team maintains a fleet of vehicles and specialized equipment with a value of approximately \$1,000,000. The vehicles consist of a mobile Command Support Unit, 2 Response Trucks, 2 Spill Trailers, a Technician Trailer and a Mobile Decontamination Trailer. With the use of State Homeland Security Program Grant funds this year we added an Operations Trailer which carries a large amount of spill containment equipment, including 1000 feet of floating containment booms, culvert and drain sealing



OPERATIONS TRAILER

SENH HAZARDOUS MATERIALS DISTRICT

bladders, a fuel transfer pump, and various absorbent materials. 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 store at various locations within the District, allowing for rapid deployment when the team is activated. Activation of the team is made by the request of the local incident commander through the Derry Fire Department Dispatch Center.

RESPONSE TEAM TRAINING: In 2011 the Emergency Response Team completed 1516 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, radiation detection equipment operations, chemical identification, facility familiarization, transportation emergencies, Incident Command.

Additionally, in conjunction with the New Hampshire Fire Academy the District hosted a 24 hour Introduction to CAMEO (Computer Assisted Management of Emergency Operations) class, followed by a 16 hour Advanced CAMEO Class, instructors for these classes were provided by Louisiana State University, funding for our members to attend these classes was provided through a State Homeland Security Grant. The District also received Grant funding to hold Table Top and Functional Exercises for hazardous materials response.

The Team provided 39 hours of instruction to member fire departments, in various Hazardous Materials subjects, including on-scene operations and decontamination.

EMERGENCY RESPONSES: In 2010 the Team responded to 15 incidents within the District. These incidents included requests for technical assistance for member departments where a Response Team Leader provides consultation to the fire department on the handling of an incident. Additionally, team responses included hydrocarbon fuel spills in lakes, identifying spills of unknown substances, assisting the NH State Police Bomb Squad and the U.S. Drug Enforcement Agency. The mobile command post was also used to support member departments during large scale incident.

For further information about the Southeastern New Hampshire Hazardous Materials District please visit our website at www.senhazmat.org

Respectfully submitted for the District,

Richard Hartung

Richard Hartung, Hampstead Selectman/Chair Board of Directors



Chief Thomas McPherson, Jr., Windham Fire Department/Chair Operations Committee



HISTORIC DISTRICT/HERITAGE COMMISSION

The Heritage Commission was concerned with two major issues this past year.

In January a demolition permit application was received for demolition of the historic Fellows House and barn at 21 Indian Rock Road.. Heritage worked closely with the owners for preservation of this historic property. It was built c.1865 and was once part of the original Village Center. Local artist, Sheila Psalades, generously offered to do a watercolor painting so that the look and feel of this beautiful area would be preserved. Numbered prints were made and offered for sale to the townspeople. Although the house was not preserve it was put to good use as fire training for our Fire Department. The barn was carefully preserved to be used elsewhere. Cuttings taken from the famous lilac bushes in front of the house were offered for sale at the Garden Club spring plant sale.

Griffin Park has long had parking issues and the Commission realized expansion was necessary. The Heritage Commission was concerned because the original plan involved removal of the stone wall and most of the trees. The Commission worked with the Board of Selectman and input from the public to urge the Griffin Park Committee to preserve the stone wall. In the end there is expanded parking and the stone wall remains.

The Commission has compiled a list of possible new road names that relate to historic names from each quadrant of the Town. The intent of this list is to assist developers and to preserve old family names.

As always the Historic Resource Lists are updated either when a resource is lost or a new one is discovered.

Respectfully submitted for the Commission,

Carol Pynn

Carol Pynn, Chair

RECORD RETENTION COMMITTEE

In the spring of 2011, the Administration's Policy Committee drafted an ordinance about establishing the Record Retention Committee. The purpose of this Policy is to ensure compliance with all applicable state and federal laws and regulations regarding the record retention list in RSA 33-A:3 while recognizing the Town of Windham's administrative need to manage its records and provide for their systematic destruction after said legal requirements have been met and the record no longer has value to the Town of Windham or its constituents.

The Policy was presented and approved by the Board of Selectmen. Members of this Committee include, Nicole Merrill Town Clerk, Ruth Robertson Tax Collector, Rex Norman Town Assessor, Dana Call Finance Director, Bob Skinner Town Treasurer, Norma Ryan Police Department Records Clerk, Selectman Roger Hohenberger, Alternate Selectwoman Kathleen DiFruscia, citizen Margaret Case, and citizen Doreen Demone.

The purpose of this committee is to oversee that storage procedures, retention of documents, destruction of records, and if any unauthorized activities are occurring. The committee meets once a month and is currently going over each department and what records each department has. At the moment we are trying to cut down on duplicate records, making sure each department has accurate records, destruction of the records are properly followed, and we also want to make sure departments are following the retention period.

Our goal is to ensure efficiency and adequacy for maintaining and locating records. We are also considering consolidating all records into one central location so it's secure and resistant to damage, while being fiscally responsible for the Town of Windham.

Respectfully submitted for the Committee,



Nicole Merrill, Chair/Town Clerk

2011 EMPLOYEE WAGES AND BENEFITS

DEPARTMENT / NAME	POSITION	REG SALARY	SHIFT DIFFNTL	OVERTIME	HOLIDAY	** CONTR SERVICES	INCNTIV PAY	OT/HOLI RECALC	OTHER	2011 TOTAL GROSS PAY	2011 BENEFITS	2011 SALARY & BENEFITS
<u>TOWN OFFICERS</u>												
Breton, Bruce	Selectmen	-	-	-	-	-	-	-	-	-	-	-
Coole, Robert	Deputy Treasurer	225.00	-	-	-	-	-	-	-	225.00	17.22	242.22
DiFruscia, Kathleen	Selectmen	-	-	-	-	-	-	-	-	-	-	-
Hohenberger, Roger	Selectmen	-	-	-	-	-	-	-	-	-	-	-
LoChiatto, Phil	Selectmen	-	-	-	-	-	-	-	-	-	-	-
Marcil, Alphonse	Trustee of T. Fund	350.00	-	-	-	-	-	-	-	350.00	26.78	376.78
McLeod, Ross	Selectmen	-	-	-	-	-	-	-	-	-	-	-
Skinner, Robert	Treasurer	2,500.00	-	-	-	-	-	-	-	2,500.00	191.25	2,691.25
<u>ADMINISTRATION</u>												
Call, Dana	Asst Town Admn-Finance	81,254.74	-	-	-	-	-	-	48.60 (a)	81,303.34	45,658.62	126,961.96
Davis, Kathleen	Human Resource Coord	55,005.17	-	188.42	-	-	-	-	213.36 (a)	55,406.95	20,492.24	75,899.19
Devlin, Wendi	Admin Assistant	49,884.21	-	2,401.31	-	-	-	-	9.60 (a)	52,295.12	38,026.55	90,321.67
Sullivan, David	Town Administrator	99,253.90	-	-	-	-	-	-	90.00 (a)	99,343.90	48,777.26	148,121.16
<u>INFORMATION TECH</u>												
DeLong, Eric	Info Tech Director	81,254.68	-	-	-	-	-	-	124.20 (a)	81,378.88	45,727.88	127,106.76
<u>TOWN CLERK</u>												
Charland, Nancy	Deputy Town Clerk	43,555.19	-	-	-	-	-	-	2.76 (a)	43,557.95	31,505.03	75,062.98
Dillon, Maria	Asst Town Clerk	37,342.27	-	-	-	-	-	-	-	37,342.27	16,618.06	53,960.33
Merrill, Nicole	Town Clerk	77,721.81	-	-	-	-	-	-	-	77,721.81	5,945.72	83,667.53
<u>TAX COLLECTOR</u>												
Bergeron, Rita	Temp Asst Tax Collector	2,935.17	-	-	-	-	-	-	-	2,935.17	224.57	3,159.74
Hunt, Alice	Deputy Tax Collector	15,328.08	-	455.44	-	-	-	-	11,984.11 (d)	27,767.63	26,358.62	54,126.25
Keefe, Elaine	Temp Asst Tax Collector	689.85	-	-	-	-	-	-	-	689.85	52.77	742.62
Robertson, Ruth	Tax Collector	60,618.48	-	-	-	-	-	-	108.36 (a)	60,726.84	22,187.68	82,914.52
<u>MAINTENANCE</u>												
Barlow, Allan	Maint. Director	66,859.61	-	-	-	-	-	-	2,226.72 (a,c,h)	69,086.33	43,398.61	112,484.94
Galle, Jeffrey	Custodian	37,167.59	-	219.53	-	-	-	-	400.00 (c)	37,787.12	39,152.35	76,939.47
Garabedian, Joanne	Custodian	37,613.19	-	-	-	-	-	-	450.00 (c, g)	38,063.19	18,588.15	56,651.34
Lorentzen, Wendy	Custodian	37,613.25	-	185.36	-	-	-	-	400.00 (c)	38,198.61	39,167.24	77,365.85
Montgomery, Bruce	Custodian	37,613.28	-	311.95	-	-	-	-	400.00 (c)	38,325.23	18,633.22	56,958.45

2011 EMPLOYEE WAGES AND BENEFITS

DEPARTMENT / NAME	POSITION	REG SALARY	SHIFT DIFFNTL	OVERTIME	HOLIDAY	** CONTR SERVICES	INCNTIV PAY	OT/HOLI RECALC	OTHER	2011 TOTAL GROSS PAY	2011 BENEFITS	2011 SALARY & BENEFITS
<u>ELECTIONS</u>												
Griffin, Peter	Moderator	150.00	-	-	-	-	-	-	-	150.00	11.48	161.48
Johnson, Candis	Supervisor	497.00	-	-	-	-	-	-	-	497.00	38.02	535.02
Russo, Charles	Supervisor	427.00	-	-	-	-	-	-	-	427.00	32.67	459.67
Skinner, Robert	Supervisor	563.50	-	-	-	-	-	-	-	563.50	43.11	606.61
<u>ASSESSING</u>												
Norman, Rex	Assessor	81,254.72	-	-	-	-	-	-	232.20 (a)	81,486.92	45,744.35	127,231.27
Zins, Jennifer	Admin Asst	37,210.33	-	-	-	-	-	-	3,068.71 (d)	40,279.04	39,104.64	79,383.68
<u>POLICE</u>												
Bliss, Bryan	Patrolman	56,685.21	718.06	20,929.99	4,142.38	22,503.84	2,834.27	1,571.22	765.36 (a, c)	110,150.33	55,609.40	165,759.73
Caron, Michael	Captain	73,679.84	-	-	-	-	-	-	814.80 (a, c)	74,494.64	47,134.70	121,629.34
Clark, Daniel	Sergeant	57,111.61	2,473.37	12,005.80	4,393.20	1,935.76	2,921.09	1,548.96	1,701.32 (a,c,g)	84,091.11	41,428.95	125,520.06
Comeau, David	Special Officer	698.63	-	-	-	24,647.49	-	-	-	25,346.12	1,938.94	27,285.06
Cryts, Laura	Secretary	40,496.56	-	204.43	-	-	-	-	-	40,700.99	39,720.18	80,421.17
Dzierlatka, Jason	Patrolman	-	-	-	-	-	-	-	-	-	33,009.06	33,009.06
Eddy, Nicholas	Patrolman	54,042.15	1,170.30	22,893.99	4,336.86	12,397.84	1,375.86	1,279.08	756.48 (a, c)	98,252.56	32,698.69	130,951.25
Fedele, Edward	Sergeant	64,437.52	697.05	15,311.73	4,956.72	13,569.10	3,221.88	1,232.67	795.00 (a, c)	104,221.67	54,348.69	158,570.36
Flynn, Jessica	Patrolman	55,034.20	483.64	13,255.90	4,233.40	12,263.65	2,751.72	1,028.16	763.44 (a, c)	89,814.11	30,813.93	120,628.04
Foley, Wendy	Sergeant	51,695.77	409.86	6,575.47	2,974.03	1,835.54	-	60.74	895.00 (a,c,g)	64,446.41	45,866.81	110,313.22
Iworsky, Gregory	Patrolman	54,763.65	658.10	14,664.59	4,161.26	3,612.42	-	269.36	1,595.44 (a,b,c)	79,724.82	26,231.47	105,956.29
Kinyanjui, Allison	Patrolman	41,064.40	1,723.59	8,484.37	3,158.80	7,655.19	-	488.70	375.00 (c)	62,950.05	44,767.79	107,717.84
Landry, Brian	Patrolman	54,822.57	380.96	5,834.11	3,386.72	14,942.63	2,751.72	524.87	759.80 (a, c)	83,403.38	50,061.54	133,464.92
Lewis, Gerald	Chief	89,599.01	-	-	-	-	-	-	888.00 (a, c)	90,487.01	50,624.75	141,111.76
Mirisola, Shane	Patrolman	41,064.40	1,305.83	8,158.64	2,684.98	8,499.17	-	333.99	750.00 (c)	62,797.01	24,649.77	87,446.78
Moore, Theresa	Patrolman	46,390.96	853.56	10,490.33	3,598.39	2,976.62	2,751.72	925.37	4,493.03 (a,c,d)	72,479.98	46,855.35	119,335.33
Newell, Heather	Prosecutor	70,571.28	-	-	-	-	-	-	30.72 (a)	70,602.00	23,909.06	94,511.06
O'Loughlin, Philip	Patrolman	45,628.50	758.30	15,529.60	2,983.40	17,834.62	-	307.67	755.40 (a, c)	83,797.49	49,498.02	133,295.51
Record, Glenn	Sergeant	64,437.63	1,023.53	17,937.27	3,965.38	25,953.20	3,221.88	1,443.03	1,098.00 (a,c,g)	119,079.92	57,808.55	176,888.47
Rogers, Scott*	Patrolman	27,728.82	568.32	6,429.49	1,481.69	15,359.32	-	81.70	7,655.47 (a,c,e)	59,304.81	28,014.82	87,319.63
Ryan, Norma	Records Clerk	29,876.30	-	-	-	-	-	-	-	29,876.30	3,779.45	33,655.75
Smith, Bryan	Patrolman	56,230.15	415.58	18,328.36	4,328.65	12,264.25	2,834.27	1,343.13	1,010.08 (a, c)	96,754.47	43,969.66	140,724.13
Van Hirtum, Chris	Patrolman	8,292.00	181.60	652.98	1,160.88	513.07	-	7.64	-	10,808.17	7,497.25	18,305.42
Wagner, Carl	Captain	71,329.25	-	-	-	-	-	-	719.62 (a, c)	72,048.87	46,655.97	118,704.84

2011 EMPLOYEE WAGES AND BENEFITS

DEPARTMENT / NAME	POSITION	REG SALARY	SHIFT DIFFNTL	OVERTIME	HOLIDAY	** CONTR SERVICES	INCNTIV PAY	OT/HOLI RECALC	OTHER	2011 TOTAL GROSS PAY	2011 BENEFITS	2011 SALARY & BENEFITS
DISPATCHING												
Bodenrader, Brian	Dispatcher	23,948.87	1,182.59	641.37	-	-	-	28.61	-	25,801.44	1,973.86	27,775.30
Dawe, Daniel	Dispatcher	648.88	6.49	-	129.78	-	-	-	-	785.15	119.73	904.88
Denman, Deanna*	Dispatcher	27,553.19	350.71	1,901.67	1,183.28	-	-	26.45	13,516.51 (aceg)	44,531.81	23,636.40	68,168.21
Divenuti, Eric	Dispatcher	43,949.88	699.36	18,018.41	3,380.79	-	-	340.52	400.96 (a, c)	66,789.92	23,157.35	89,947.27
Gallant, Jason	Dispatcher	44,545.76	626.95	12,319.34	3,249.76	-	-	237.57	401.92 (a, c)	61,381.30	33,877.63	95,258.93
Gilbert, Alyssa*	Dispatcher	3,244.40	25.96	-	519.11	-	-	0.40	535.88 (a,b,e)	4,325.75	623.02	4,948.77
Lelievre, Kathleen	Dispatcher	44,013.24	978.88	2,598.96	3,050.31	-	-	125.65	402.76 (a, c)	51,169.80	41,388.28	92,558.08
Sheehan, Matthew*	Dispatcher	17,624.53	506.42	839.91	845.20	-	-	19.42	4,377.18 (c,d,e)	24,212.66	9,833.37	34,046.03
FIRE DEPARTMENT												
Brown, James	Lieutenant	59,060.30	-	19,436.27	2,973.36	-	1,068.32	687.91	1,550.48 (a,c,f)	84,776.64	42,695.60	127,472.24
Brown, William	Callfirefighter	11,007.32	-	-	-	711.19	-	-	-	11,718.51	896.48	12,614.99
Campbell, Gordon	Firefighter	52,102.17	-	20,829.68	3,479.50	7,440.04	3,350.96	2,037.58	755.36 (a,c,g)	89,995.29	52,964.26	142,959.55
Curran, Joseph	Callfirefighter	1,583.97	-	-	-	-	-	-	100.00 (g)	1,683.97	128.83	1,812.80
Decker, Lisa	Callfirefighter	5,891.38	-	-	-	546.02	-	-	100.00 (g)	6,537.40	500.18	7,037.58
Delaney, Scott	Lieutenant	57,941.37	-	28,329.08	3,571.22	-	4,392.00	2,506.71	1,084.20 (acfg)	97,824.58	53,769.36	151,593.94
Demarco, Ralph	Firefighter	50,456.89	-	20,881.68	2,152.96	-	5,131.16	2,273.96	3,312.88 (a,c,d)	84,209.53	50,964.44	135,173.97
Dubowik, Danielle	Firefighter	45,688.86	-	4,814.09	3,130.63	-	2,024.54	326.42	4,145.45 (a,c,d)	60,129.99	25,526.36	85,656.35
Dunn, Timothy	Lieutenant	59,060.38	-	28,913.37	2,973.36	-	3,086.27	1,668.37	745.52 (a,c,g)	96,447.27	55,037.10	151,484.37
Fisher, Paul	Firefighter	49,290.59	-	14,747.73	2,489.91	225.95	4,757.67	1,694.54	5,661.32 (a,b,c)	78,867.71	17,947.16	96,814.87
Hildebrandt, Eric	Firefighter	52,102.17	-	17,450.78	3,150.46	4,188.12	5,654.75	2,679.79	661.88 (a, c)	85,887.95	52,141.97	138,029.92
Horaj, Mary Ann	EM Secretary	424.02	-	-	-	-	-	-	-	424.02	32.44	456.46
Kurgan, Gary	Firefighter	52,102.10	-	10,194.50	2,623.04	-	2,722.66	669.13	663.20 (a, c)	68,974.63	48,462.39	117,437.02
Leuci Jr, Robert*	Assistant Fire Chief	4,385.40	-	-	-	-	-	-	22,256.02 (a, d)	26,641.42	6,274.68	32,916.10
Lundergan, Charles	Firefighter	49,321.42	-	4,809.63	2,367.19	-	2,328.22	341.53	655.04 (a, c)	59,823.03	26,324.19	86,147.22
Marchand, Michael	Temporary Firefighter	22,903.62	-	669.90	-	-	-	-	-	23,573.52	6,070.10	29,643.62
Martineau, William	Deputy Fire Chief	33,806.46	-	-	-	-	-	-	2,550.18 (a, b)	36,356.64	10,078.65	46,435.29
McPherson, Tom	Fire Chief	89,599.04	-	-	-	-	-	-	138.00 (a)	89,737.04	52,716.84	142,453.88
Merrill, William	Firefighter	52,102.17	-	9,774.58	2,531.84	-	3,036.81	718.88	669.80 (a, c)	68,834.08	47,578.50	116,412.58
Mistretta, Michael	Firefighter	23,364.12	-	-	1,184.60	-	2,932.09	67.13	419.80 (a,c,g)	27,967.74	38,879.14	66,846.88
Misuraca, Charlotte	Secretary	40,496.56	-	-	-	-	-	-	4,992.00 (b)	45,488.56	7,346.33	52,834.89
Moltenbrey, Jay	Lieutenant	59,060.34	-	31,672.27	3,136.41	-	5,816.43	3,426.87	672.80 (a, c)	103,785.12	56,856.43	160,641.55
Morgan, Edward	Assistant Fire Chief	74,571.55	-	-	-	-	-	-	5,277.12 (a, b)	79,848.67	20,111.18	99,959.85
Nault, Diana	Firefighter	52,102.17	-	11,706.27	2,766.88	233.74	3,874.55	1,096.59	669.80 (a, c)	72,450.00	49,018.09	121,468.09
Norton, David	Callfirefighter	1,830.21	-	-	-	-	-	-	-	1,830.21	140.03	1,970.24

2011 EMPLOYEE WAGES AND BENEFITS

DEPARTMENT / NAME	POSITION	REG SALARY	SHIFT DIFFNTL	OVERTIME	HOLIDAY	** CONTR SERVICES	INCNTIV PAY	OT/HOLI RECALC	OTHER	2011 TOTAL GROSS PAY	2011 BENEFITS	2011 SALARY & BENEFITS
<u>FIRE DEPARTMENT</u>												
Richards, Kimberly	Callfirefighter	2,772.52	-	-	-	-	-	-	-	2,772.52	212.09	2,984.61
Robertson, Patrick	Firefighter	49,296.11	-	19,277.69	2,708.05	-	2,328.22	1,045.38	5,650.40 (a,b,c)	80,305.85	18,024.05	98,329.90
Savard, Scott	Firefighter	48,994.03	-	8,953.53	2,814.83	2,125.21	5,131.16	1,387.34	663.20 (a, c)	70,069.30	48,452.76	118,522.06
Specian, Michael	Firefighter	52,102.15	-	28,092.52	2,623.04	3,788.19	3,455.68	2,301.81	669.80 (a, c)	93,033.19	53,894.74	146,927.93
Taylor, Robert	Firefighter	52,102.16	-	13,347.22	2,766.88	-	1,884.92	583.97	663.20 (a, c)	71,348.35	48,826.10	120,174.45
Whicker, Kenneth	Firefighter	42,153.04	-	2,405.15	2,143.56	325.17	2,094.35	195.99	663.20 (a, c)	49,980.46	23,939.03	73,919.49
Worthington, Don	Callfirefighter	234.00	-	-	-	55.06	-	-	-	289.06	22.13	311.19
Zins, Scott	Firefighter Mechanic	53,102.11	-	26,355.98	2,673.41	632.17	5,549.30	2,679.68	746.60 (a,c,g)	91,739.25	53,552.69	145,291.94
<u>PLANNING/DEVELOP</u>												
Corwin, Timothy*	Zoning/Code Enf Offcr	31,471.01	-	51.40	-	-	-	-	-	31,522.41	2,411.46	33,933.87
Gray, Virginia	Comm Dev Dpt Secretary	22,944.58	-	-	-	-	-	-	4,253.42 (d)	27,198.00	27,282.17	54,480.17
Kolodziej, Mimi	Admn Asst to Planning Bd	19,482.64	-	-	-	-	-	-	-	19,482.64	2,084.78	21,567.42
Kovolyan, Patricia	ZBA/CC Secretary	13,637.45	-	-	-	-	-	-	-	13,637.45	1,725.11	15,362.56
McGuire, Michael	Bldg Inspector	67,537.53	-	121.76	-	-	-	-	149.64 (a)	67,808.93	41,039.27	108,848.20
Scott, Laura	Dir Community Developmt	75,175.95	-	-	-	-	-	-	38.88 (a)	75,214.83	24,633.28	99,848.11
Wood, Elizabeth	Community Planner	52,321.71	-	-	-	-	-	-	1,929.73 (a, d)	54,251.44	20,695.40	74,946.84
<u>SOLID WASTE</u>												
Dobson, Robert	Operator 2	48,541.43	-	2,275.33	1,306.90	-	-	-	436.12 (a, c)	52,559.78	41,681.27	94,241.05
Lutz, Paul	Temp Yard Waste Atttd	499.20	-	-	-	-	-	-	-	499.20	38.19	537.39
Parsons, Ralph	Operator 2	47,991.36	-	415.32	1,292.06	-	-	-	497.52 (a,c,g)	50,196.26	20,646.54	70,842.80
Poulson, David	Transfer Stat. Manager	81,254.73	-	-	-	-	-	-	5,798.40 (abcg)	87,053.13	11,092.08	98,145.21
Senibaldi, Dennis	Supervisor/Driver	52,177.13	-	2,085.08	1,401.07	-	-	-	412.00 (a, c)	56,075.28	42,255.26	98,330.54
Tarmey, Brian	Truck Driver	45,724.64	-	3,297.50	1,231.02	-	-	-	407.20 (a, c)	50,660.36	41,293.11	91,953.47
<u>ROADS</u>												
Finch, Aaron	Temporary Laborer	3,878.03	-	-	-	-	-	-	-	3,878.03	296.66	4,174.69
Gagne, Brian	Temporary Laborer	6,646.59	-	-	-	-	-	-	-	6,646.59	508.47	7,155.06
Hindes, Steven	Highway Laborer	42,298.89	-	9,418.93	167.52	-	-	-	402.76 (a, c)	52,288.10	32,862.69	85,150.79
McCartney, John	Highway Agent	81,254.71	-	-	-	-	-	-	2,227.20 (acgh)	83,481.91	40,263.47	123,745.38
Spaziano, James	Highway Laborer	24,171.49	-	89.47	-	-	-	-	400.00 (c)	24,660.96	3,119.61	27,780.57
Stogryn, William	Temporary Laborer	101.79	-	-	-	-	-	-	-	101.79	7.79	109.58

2011 EMPLOYEE WAGES AND BENEFITS

DEPARTMENT / NAME	POSITION	REG SALARY	SHIFT DIFFNTL	OVERTIME	HOLIDAY	** CONTR SERVICES	INCNTIV PAY	OT/HOLI RECALC	OTHER	2011 TOTAL GROSS PAY	2011 BENEFITS	2011 SALARY & BENEFITS
<u>ANIMAL CONTROL</u>												
Seifert, Alfred	AC Officer	13,367.65	-	-	-	-	-	-	-	13,367.65	1,022.60	14,390.25
Lutz, Paul	Deputy AC Officer	87.75	-	-	-	-	-	-	-	87.75	6.71	94.46
<u>RECREATION</u>												
Aballo, Jennifer	Beach Staff	4,093.49	-	-	-	-	-	-	-	4,093.49	313.14	4,406.63
Bleeker, Angela	Beach Staff	1,498.05	-	-	-	-	-	-	-	1,498.05	114.63	1,612.68
Boermeester, Kristina	Park Ranger	2,385.83	-	-	-	-	-	-	-	2,385.83	182.54	2,568.37
Burns, Courtney	Beach Staff	2,709.63	-	-	-	-	-	-	-	2,709.63	207.29	2,916.92
Gallo, Erica	Beach Staff	4,099.94	-	-	-	-	-	-	-	4,099.94	313.65	4,413.59
Haas, Cheryl	Recreation Coordinator	52,391.56	-	-	-	-	-	-	13.20 (a)	52,404.76	20,649.90	73,054.66
Lutz, Paul	Park Ranger	2,525.05	-	-	-	-	-	-	-	2,525.05	193.19	2,718.24
Michal, Brian	Beach Staff	2,186.73	-	-	-	-	-	-	-	2,186.73	167.30	2,354.03
Moser, Kristin	Beach Staff	3,299.40	-	-	-	-	-	-	-	3,299.40	252.40	3,551.80
Petrillo, Stephanie	Beach Staff	2,941.48	-	-	-	-	-	-	-	2,941.48	225.02	3,166.50
Stearns, Gena	Beach Staff	3,058.67	-	-	-	-	-	-	-	3,058.67	233.97	3,292.64
Theriault, Jessica	Beach Staff	2,109.94	-	-	-	-	-	-	-	2,109.94	161.43	2,271.37
<u>LIBRARY</u>												
Day, Jena	Library Admin Asst	41,681.61	-	-	124.38	-	-	-	1,903.35 (a, d)	43,709.34	30,473.87	74,183.21
Duve, Cathy	Library Assistant	15,410.59	-	-	-	-	-	-	-	15,410.59	1,178.80	16,589.39
Freeston, Lois	Co-Asst Director	57,748.17	-	-	-	-	-	-	134.64 (a)	57,882.81	33,245.14	91,127.95
Freeston, Victoria	Library Assistant	8,439.83	-	-	-	-	-	-	-	8,439.83	645.56	9,085.39
Frey, Karen	Children's Librarian	20,629.88	-	-	-	-	-	-	75.00 (g)	20,704.88	1,583.81	22,288.69
Heidenblad, Carl	Library Director	80,813.38	-	-	-	-	-	-	232.20 (a)	81,045.58	26,143.77	107,189.35
Kalenderian, Melissa	Library Assistant	5,995.00	-	-	-	-	-	-	-	5,995.00	458.64	6,453.64
Kingsley, Maureen	Library Assistant	15,784.87	-	-	-	-	-	-	-	15,784.87	1,207.50	16,992.37
Maher, Susan	Library Assistant	8,014.08	-	-	-	-	-	-	-	8,014.08	613.00	8,627.08
Marietta, Terrie	Circulation Coordinator	45,266.07	-	-	-	-	-	-	23.76 (a)	45,289.83	19,501.80	64,791.63
Mayr, Diane	Co-Asst Director	50,529.93	-	-	-	-	-	-	221.28 (a, g)	50,751.21	20,452.17	71,203.38
McCue, Angela	Lead Children's Librarian	44,711.74	-	-	-	-	-	-	2,707.26 (a, d)	47,419.00	19,455.06	66,874.06
Miloro, Michael	Library Assistant	11,957.92	-	-	-	-	-	-	-	11,957.92	914.68	12,872.60
Montgomery, Laura	Library Assistant	12,060.87	-	-	-	-	-	-	-	12,060.87	922.52	12,983.39
Morse, Lori	Youth Svcs Specialist	7,802.54	-	-	-	-	-	-	-	7,802.54	596.89	8,399.43

2011 EMPLOYEE WAGES AND BENEFITS

DEPARTMENT / NAME	POSITION	REG SALARY	SHIFT DIFFNTL	OVERTIME	HOLIDAY	** CONTR SERVICES	INCNTIV PAY	OT/HOLI RECALC	OTHER	2011 TOTAL GROSS PAY	2011 BENEFITS	2011 SALARY & BENEFITS
<u>LIBRARY</u>												
Nagle, Barbara	Library Assistant	24,686.85	-	-	-	-	-	-	-	24,686.85	1,888.59	26,575.44
Rittenhouse, Elaine	Tech Services Librarian	52,391.56	-	75.56	-	-	-	-	87.12 (a)	52,554.24	20,764.43	73,318.67
Shea, Carolyn	Tech Services Librarian	52,391.53	-	-	-	-	-	-	167.64 (a)	52,559.17	32,318.08	84,877.25
<u>SEARLES SCHOOL&CHAPEL</u>												
Markham, Donna	Function Coordinator	7,335.43	-	-	-	-	-	-	-	7,335.43	561.20	7,896.63
<u>CABLE</u>												
McLaughlin, Kelly	Cable Coordinator	43,477.97	-	1,288.39	-	-	-	-	0.72 (a)	44,767.08	28,752.96	73,520.04
		5,028,103.73	18,199.01	579,549.38	128,089.05	219,034.57	95,284.47	41,614.49	154,672.08	6,264,546.78	3,156,269.70	9,420,816.48

* - Individual who left employment with Town during 2011

** 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

(b) refers to payment for waiver of health insurance benefits

(c) refers to taxable portion of clothing allowance

(d) refers to disability pay from insurance company

(e) refers to earn time buyout at time of termination

(f) refers to longevity pay

(g) refers to non-cash payment for taxable fringe benefits

(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, 2011 TO DECEMBER 31, 2011

BIRTHS

DATE	PLACE	CHILD'S NAME	PARENT(S) NAME
01/15	Nashua	Quaid James	Joseph & Jennifer Morrow
01/23	Nashua	Colbie Taylor	Joshua & Renee Cushman
01/26	Manchester	Isabella Marie	Matthew & Bianca Lamothe
02/05	Derry	Cali Marie	Jesus Sierra & Christina Mitchell
02/25	Manchester	Keely Caitlin	Jonathan & Kira Mullaly
02/28	Nashua	Kate Marie	John & Christine Dunham
04/11	Derry	Lily Grace	David Jr. & Ashly Sevigny
04/17	Nashua	Logan Michael	Robert Jr. & Michelle Senior
04/20	Manchester	Cole Michael	Thomas Jr. & Lynn Murray
04/22	Nashua	Georgia Michelle	Mark & Jill Bedard
05/10	Manchester	Tyler Matthew	Ryan & Lindsey Slauter
05/10	Manchester	Ava May Rose	Michael Crabb & Taryn Pothier
05/11	Nashua	Kevin Vincent	Sean & Sharis Gutman
05/20	Nashua	Michael Patrick	Michael & Natasha Lupiani
05/23	Nashua	Lilian Taylor	Joseph & Heather Lewko
05/26	Derry	Luke Daniel	Joel & Melissa Burdette
06/03	Manchester	Ashlyn Rose	Michael & Alexis Davey
06/05	Manchester	Tyler Samuel	Jason & Kristen Merrill
06/09	Manchester	Alisandra Michelle	John & Michelle Pallaria
06/17	Nashua	Juliette Rose	Kevin & Jennifer Hynes
06/18	Derry	Melody Gail	Steven & Kellie Culver
07/11	Manchester	Aiden Christopher	Christopher & Dana Kelliher
07/14	Derry	Josephine Ruth Alice	Carl & Pia Olson
07/24	Manchester	Elizabeth Lourdes	Joseph & Stacey Donovan
07/31	Nashua	Jameson Edward	Jeffrey & Kelly Larson
08/04	Manchester	Reese Elizabeth	James & Michelle Knight
08/05	Nashua	Charles Sayeed	Edward & Sadaf Charity
08/21	Nashua	Tara Pradhan	Mark Farrell & Rupa Pradhan
08/28	Nashua	Lia Joyce	Joseph & Lindsey Bokuniewicz
09/08	Nashua	Addison Marie	Brian Jr. & Tara Joyce
10/23	Manchester	Riley Jaye	Shawn & Ashley Thrasher
11/01	Manchester	Cherelle	Sheng-Hao Wang & Angelina Peh
11/02	Nashua	Cody Theodore	Joshua & Megan Pennington
11/12	Derry	Ryan Jack	Ryan & Juli Lemire
11/18	Nashua	Peter John	Gabriel & Alison Trujillo
11/30	Nashua	Anna Michele	Daniel & Wendy Spalinger
12/16	Manchester	Avery Leigh	Christopher & Lindsay Baker
12/30	Nashua	James William	Michael & Jennifer Cavers

DEATHS

DATE	PLACE	DECEDENT'S NAME	PARENT(S) NAMES
01/16	Derry	Lorraine Greenfield	Charles Greenfield & Mary Angel
01/21	Derry	Lorna Devries	George Reagan & Pauline Shattuck
02/03	Windham	Elizabeth Driscoll	Daniel Driscoll & Bridget Foley
02/15	Windham	Margaret Richard	John Mocklar & Helen Kelleher
02/18	Windham	Donato Lovallo	Francesco Lovallo & Rosaria Volonino

VITAL STATISTICS RECORDED


DATE	PLACE	DECEDENT'S NAME	PARENT(S) NAMES
02/18	Windham	Jacqueline Fortier	Fredrick Perry & Yvonne Dubois
02/28	Hooksett	George Travis, Jr.	George Travis, Sr. & Mildred Hall
03/01	Windham	Annette Kwiatkowski	Alphee Robitaille & Patricia DesFosses
03/11	Windham	Renato Salvador	Manuel Salvador & Rosario Barot
03/20	Salem	Harold Williams	John Williams & Jessie Edwards
04/05	Windham	Angela Bramante	Luigi Andreottola & Celeste Corregio
04/09	Derry	Joseph Russo	Joseph Russo & Antoinetta Persichetti
04/13	Windham	Richard Whelan	Thomas Whelan & Sarah Durkin
04/17	Derry	Martha Foley	William Henning & Wally Loose
04/17	Windham	Lucille Levesque	Jean Guy & Alice Gagne
04/21	Windham	Frank DiPaolo	Liberato DiPaolo & Caterina Vallone
04/27	Manchester	Janet Dewhurst	Edward Wilson & Janet Robertson
05/05	Windham	Cynthia Chaitowitz	William Kuafsky & Bessie
05/06	Exeter	Rita Chadwick	Joseph Simmers & Alphonsine Marcoux
05/13	Windham	Anna Basile	Giovanni Marcello & Theresa DiRobbio
05/16	Windham	Faith Westbrook	Paul Temple & Alice Conrad
05/23	Windham	John Stephenson	Lloyd Stephenson & Mary Haswell
05/25	Manchester	Daniel Montgomery	John Montgomery & Edna McDonald
06/02	Windham	Ashly Rosa	Linda Fessenden
06/11	Derry	Robert Rigby	Robert Rigby & Claribel Troy
06/17	Windham	M. McKenna	Thomas Mahan & Sarah Healy
06/19	Windham	Lydia Tinkham	John Lech
06/24	Windham	Maria Webber	David Holmes & Annie Williamson
06/26	Windham	Ritsuko Chojin	Niichi Yamada & Tsuma Harada
06/26	Windham	Ethel Cadieux	Elwyn Bailey & Ethel Venner
07/04	Manchester	Albert Bachler	Emile Bachler & Albertine Bergeron
07/13	Derry	Sally Morin	Joseph Torcivia & Grace Bordzie
07/26	Windham	Lolita Charleston	Raymond Charleston & Mathilda Duval
08/02	Manchester	Barbara Ramsey Erickson	Robert Ramsey & Lucy Price
08/15	Windham	Sidney Shaer	Jacob Shaer & Bertha Davis
08/19	Windham	Patricia Papa	Alexander Sobocinski & Alice Dzieranowski
08/24	Windham	Pauline Word	James Grant & Merle Greene
08/27	Windham	Charles Rodrigues	Antonio Rodrigues & Mary
09/07	Nashua	Leo Frawley	Leo Frawley & Anne Martin
09/23	Windham	William Gadoury	Emelien Gadoury & Elizabeth Riley
09/26	Windham	Daryl Longdin	Herbert Longdin & Winifred Landry
10/15	Windham	John Cadieux	Joseph Cadieux & Blanche Demers
10/17	Windham	Charles Stahley, Jr.	Charles Stahley, Sr. & Helen Sheehy
10/24	Derry	Beatrice Pinet	Charles Michaud & Edith Lavoie
10/28	Derry	Joseph Curran, Sr.	Frank Curran & Abbie Melanson
11/04	Windham	Jennie Hankus	Jullian Niedzwiecki & Anna Olszewski
11/13	Windham	Judith Dobson	Gerard Proulx & Shirley Doucet
11/24	Derry	Dorothy Collins	James Drury & Gertrude Tryder
11/25	Derry	Filippa Steele	Vincenzo Costa & Theresa Cammarata
12/02	Windham	Bobby Christian	Dois Christian & Mittie Christopher
12/07	Windham	Rita Guertin	Jean Guertin & Angelina Burque
12/08	Jaffrey	John Lothrop	John Lothrop & Amelia Newman
12/17	Manchester	Elrene Freeman	Frank Manning & Esther Caddell
12/21	Windham	Elizabeth Morin	Scott Morin & Patricia O'Keefe
12/23	Bedford	Robert LaPlume	Joseph LaPlume & Delvina Bechard
12/27	Derry	Joseph Theriault	Wilfred Theriault & Regina Lavoie

VITAL STATISTICS RECORDED

MARRIAGES

DATE	PARTIES WED	PLACE
01/02	Patricia R Brendle & Cheryl A Bergeron	Windham
01/22	David M Mandel & Heather M White	Bretton Woods
02/13	Donald J Lucas & Flo Yee	Hampton
02/26	Natalia Aristova & Joseph B Consentino	Windham
05/01	James V Damico III & Kristen N Costarelli	Windham
05/15	Joaquim M Loureiro & Marie I Medeiros	Windham
06/11	John R Pepper III & Kristine E Boucher	Lee
06/18	Adam R Larkin & Andrea J Secatore	Bedford
06/19	Christopher E St. Cyr & Karen L Roberts	Windham
06/25	Diane L Sullivan & David P Stead	Windham
07/02	Paolo A Monaco & Jaclynne M Parthum	Pelham
07/08	Brian J Collins & Kelly E Lane	Derry
07/10	Stephen A Machovic Jr. & Dawn D Richards	Nashua
07/16	Richard P Tasho & Karen J Sayward	Portsmouth
07/16	Justin M Terry & Erin A Quinlan	Salem
07/23	Miles A Johnson & Hannah G Byers	Londonderry
07/24	Michael A Anderson & Jennifer A Brackesy	Auburn
07/30	Eric M LaFleur & Karen C Hesselbach	Portsmouth
08/20	Frederic L Dickie III & Ashley Q Levesque	Bedford
08/21	Michael A. Burnham & Katelyn E Bull	Windham
08/27	Randall R Johnson Jr. & Heather A Ostberg	Walpole
09/01	Scott W Barbarossa & Erica R Hall	Windham
09/10	Lawrence V Armstrong & Judith A Holt	Windham
09/25	Derek T Eicher & Caroline P Mariano	Windham
09/30	Brian E Stanton Jr. & Megan M Crocker	Windham
10/08	Michael L Michaud & Charleen A Parsons	Manchester
10/16	Stephen R Savage Jr. & Samantha L Langlois	Windham
10/29	William M Callahan & Nicole J Jacques	Pelham
11/04	David J Demers & Michael J Mazalewski	Windham
11/23	Daniel K McLaughlin & Anastasia A Lapina	Windham
12/09	Arthur J Leombruno & Sharon J Missell	Windham
12/10	Ann L Lavigne & Peter H Goulbourne	Windham
12/21	Glenn H Beaulieu, Jr. & Taylor L Catino	Derry
12/26	Devin B Adams & Hannah M Pilla	Salem
12/30	Thomas G Borrows & Margaret A Sinclair	Londonderry

Respectfully submitted,



Nicole Merrill, Town Clerk

AMERICAN LEGION POST 109

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 and Ceremony
- Proper Flag Disposal ceremony in June
- Veterans' Day observance in November together with the Windham schools
- Coordination of three (3) annual Blood Drives with the American Red Cross regional office in Manchester
- Ongoing participation in the Windham Helping Hands program
- Ongoing support of the local Thanksgiving program
- Participation in joint activities with other Legion posts
- Participation in the Annual Awards Night presentation at Windham Middle School at which three (3) local students are awarded scholarships from the Legion
- Maintaining 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

CART

The Cooperative Alliance for Regional Transportation (CART) is a curb-to-curb transportation system serving the towns of Chester, Derry, Hampstead, Londonderry, Salem and Windham. Limited service to Plaistow is also available. CART is a shared ride service available to any residents of the six service towns, including seniors and other in the community who need transportation. Wheelchair lift-equipped vehicles are available to accommodate the needs of individuals with disabilities. As a public transportation service, CART keeps people on the move by offering choice, freedom, mobility, opportunity and a better quality of life.

Who provides service for CART? CART works with multiple agencies in the six-town Greater Derry-Salem region to coordinate scheduling and dispatching of rides, pool resources to be more efficient and access federal transportation funds. The vans you see on the road will display a CART logo and also often the logo of one of the agencies that is a part of CART.

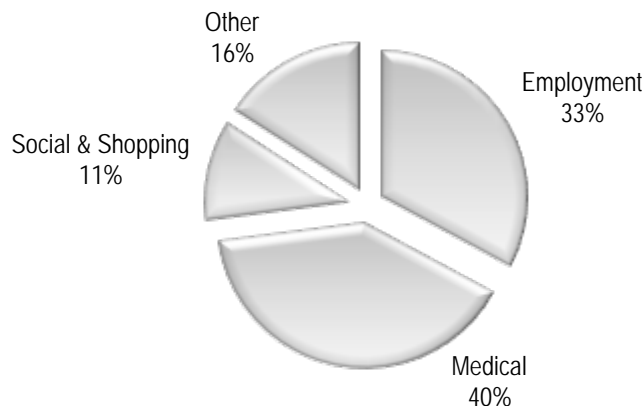
What kind of trips can I take with CART? There are a variety of times when a ride with CART can be helpful. CART service is available for medical appointments, shopping trips visits with friends or family, or any number of other reasons when you need a convenient safe ride.

Who can use CART? CART is a shared-ride service that is available to any resident of the six service towns including seniors and others in the community who need transportation.

Where can I go on CART? CART goes to any destinations with our six town service area that include Chester, Derry, Hampstead, Londonderry, Salem and Windham. Limited service to Plaistow is available and service to out of region medical destinations in Manchester, Exeter (new) and Hudson (new) is available on certain days of the week.

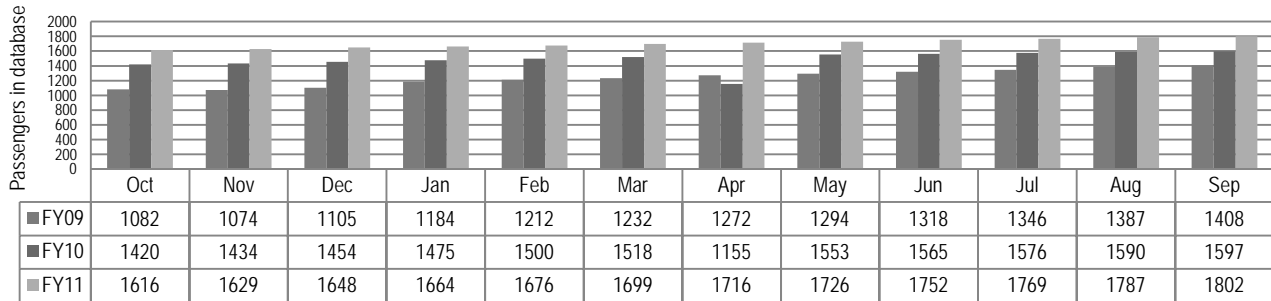
Windham Activity for CART: The Town of Windham's cost share of for CART is \$12,900, which has been the same for the past four fiscal years. Those funds are matched dollar for dollar by FTA funds. The total trips from October 2010 to September are 10,959 across contributing communities with a total of 455 (4%) being provided to Windham residents. The CART program began in 2006 and continues to grow in use. Given the economic conditions, the need for CART will grow as more elderly residents look for less costly means of mobility. The adjacent charts show Windham Trips, overall passenger growth, and trips that make Windham a destination.

FY11 455 Trips - Trips by Purpose

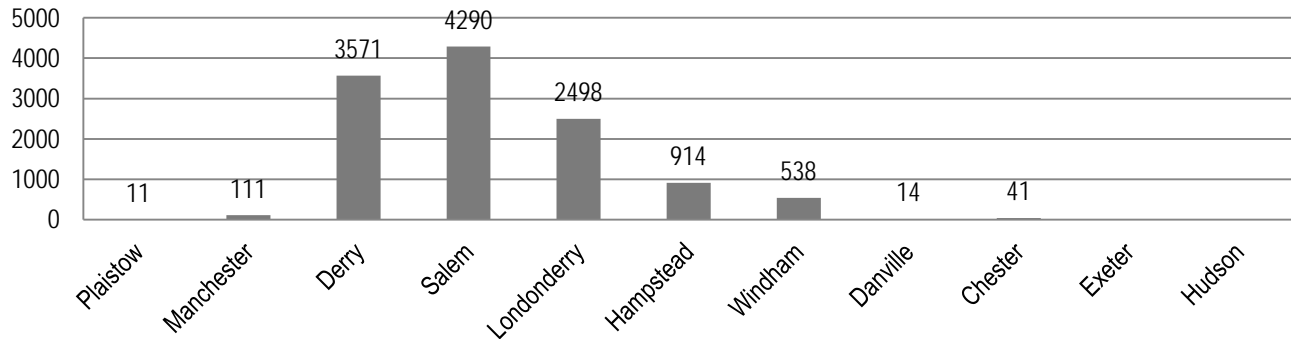


CART

Passenger Growth (Unduplicated Passengers)



Trip Destinations -- FY11 (October 2010 through September 2011)



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.

As CART moves into 2012 and will look toward maintaining a firm foundation for growth through improved service, innovative service modes, fleet expansion and better communication with passengers and the towns it serves.

Check out our new website www.cart-rides.org for transit news and service updates.

Respectfully submitted,

Lee Maloney

Lee Maloney, Executive Director

WINDHAM'S HELPING HANDS

ORGANIZATION MISSION: Windham's Helping Hands, Inc. (WHH) was established in 2003 by a group of volunteers dedicated to helping seniors and families in Windham. The creation of 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 families through community donations; (7) Work closely with all school staff members and Human Services to identify areas of need; and (8) Identify and provide assistance to seniors in need.

PROFILE OF THE ORGANIZATION: Windham's Helping Hands is a non-profit organization run by a Board of Directors 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.

2011 Highlights:

- Our website: www.windhamshelpinghands.org
- The generosity of the Windham community
- The many volunteer hours
- Receiving a generous donation from "The Turkey Trot"
- Partnering with Common Man Restaurant for our fundraising
- Working with FLOW, the Nesmith Library Staff, and the community to fill the Holiday Wish lists of children.
- Teaming up with the Windham Christmas Association to provide Holiday Food Baskets
- Working with our Seniors
- Partnering with the Windham Women's Club and American Legion Post 109 to provide Thanksgiving baskets
- Partnering with the Windham Schools for the Thanksgiving food drive
- Working with the Windham Lion's Club and Mom's Club
- Assisting a record number of families throughout the year due to economic hardship and illness
- All donations are returned to the community as our board is comprised of volunteers.

Windham Helping Hands is available throughout the year for children, families and seniors. We have a variety of resources and can respond to many situations. If you wish to contact us please call Kathy Davis at 432-7732, or Sally Hunt at 898-9586; or e-mail us at windhamshelpinghands@gmail.com. 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 or donate via our Paypal account which can be accessed on our website.

Respectfully submitted for the Executive Board,

Susan Hebert | Sally Hunt

Susan Hebert/Sally Hunt, Co-Presidents 2011-2012

WINDHAM RAIL TRAIL ALLIANCE

Founded in 2004, the Windham Rail Trail Alliance is dedicated to the development and management of this section of abandoned rail corridor trail as a paved rail trail which is part of the Salem to Concord Rail Trail.

The tremendous news to report was the November completion of the final 2 miles of pavement of the Derry Rail Trail. The combination of the 2 trails offer 8 miles of paved trail, at this writing the longest stretch along an abandoned rail bed in New Hampshire! Users can now ride from Roulston Rd to Downtown Derry on the premier rail trail in the state. Since the inception of the WRTA, it has been our vision to set the example and lead the way in the development of this corridor. Our sincere congratulations to Derry and in joining us in this goal.

Our 4th annual “Flat n’ Fast” 5k road race was held on Sunday June 12, our first wet day race with 216 participants. The race is now a certified USATF race. Overall winner was Ryan Busby of Derry with a time of 16:40, and women’s winner Heather Searles of Haverhill with a time of 19:10. For the 2012 race, with certification we will offer a bonus cash award for beating the course record.

Approximately 401 hours were spent on maintenance by several individuals on brush cutting, trash removal, cutting downed trees, and the critical chore of clearing the trail and drainage lines of leaves, as well organizational activities. Our general trail clean up day was in May, which we will repeat in 2012. We also recognize and thank those users who contribute in their own way, picking up and keeping the trail clean.

The WRTA sponsored 2 Eagle Scout Troop 266 projects at the Depot. Gregory Samsel designed, and led the construction of a custom bike rack, 2 park benches with landscape preparation along the trail in front of the C16 Caboose. Oliver Lui designed and constructed railing on the back side of the Depot building, matching the original design of the boardwalk fence at the turn of the century. These projects represent numbers 7 and 8 that have benefited the rail trail and Depot.

A somewhat controversial project affecting the trail was the construction of a bridge allowing an access road from Spruce Pond II to Mitchell Pond Rd. Required by both Windham and Derry Planning Boards, the location was chosen as the best alternative to allow such access with minimal impact to the surrounding area and trail. Once all permits were obtained, the work started in early October with the paving re-established in December. With fencing and guard rails in place at the end of the year, the section was re-opened. Additional work will occur in 2012 to provide an access path to Mallard Rd.

For 2012, look for the development of our final half mile starting at Roulston Rd to start in early spring. Planning is underway at the time of this report.

As always, the Windham Rail Trail Alliance is thankful for the support from town officials and accolades from our users. Windham should take pride in that the success of the Windham Rail Trail has spread to neighboring towns, and along with the Derry section puts us on the “national scene”; we remain the exclamation point for rail trail recreation in Windham and New Hampshire!

Respectfully submitted,



Mark Samsel, President

WINDHAM SENIORS, INC.

The year 2011 has been a year of fun and exciting happenings and also a year of loss for the membership. We were all saddened by the deaths of three of our long time members, Jack Gattinella, Maria Webber and Barbara Erickson.

We have the memory of Jack stopping in for coffee with his grandchild in tow and engaging in long political conversations.

Maria at age 102 was still coming to monthly meetings and volunteering to bring refreshments.

Barbara Erickson was the person who would make out the order for lunch each week, collect the donations and she kept a meticulous accounting of the lunch money.

Each of these members was dear to us in various ways and the memories of each are different, yet they all played their part in making the senior center what it is for all of us.

This year again the seniors enjoyed the events planned by Cheryl Haas, the Recreation Coordinator. The senior picnic was held for the second year at the high school and was enjoyed by hundreds of our local seniors. The Christmas Party at Castleton in December was a terrific event with a delicious turkey dinner enjoyed by close to 400 senior folks. During this event, Flo Wheeler was named "Senior Angel 2011".

The membership voted to purchase two transport wheelchairs for use by the community on a short-term basis. One chair was used for the first time over Christmas weekend to facilitate movement of an elderly person. This is exactly the use for which we want these chairs to be utilized.


The seniors continue to meet on Tuesdays and Thursdays for lunch and activities. The meals are supplied by Sodexo through Rockingham Nutrition Meals on Wheels. Anyone who may need meals delivered at home because of being homebound may receive meals if they apply and are approved. A donation of \$2.00 is suggested for the meal, whether at home or at a congregate site.

The seniors share their facility with several other non-profit groups. A few of these are Lions, Toastmasters, Republican and Democrat Committees, Boy and Girls Scouts and many programs sponsored by Cheryl Haas for people of all ages.

Windham Seniors hold a monthly business meeting on the last Wednesday of the month, except for the months of July, August and December. The building is leased from the town and there are certain items for which the seniors are responsible – insurance, cleaning, bottled water and other interior upkeep. Therefore, there is a membership fee of \$10.00 per year for support of the facility. Attending the meals program is separate from membership. There is no requirement to join as a member to participate in the meals program.

We extend an open invitation to come down and join us!

Respectfully submitted,


Barbara Coish, President

WINDHAM HISTORICAL SOCIETY & MUSEUM

The Windham Historical Society was very active in 2011 with a combination of meetings, tours and outings. The Society generally meets on the third Wednesday of the month, from September to June at 7:30 p.m. at the Museum in the Armstrong Building. The meetings are open to the public. The Society is actively seeking new members. All activities are publicized in “The Windham Independent.”

- In January, 2011, members toured the Aviation Museum in Manchester.
- In February, Carol Pynn updated members about the Historic District and the future of historic buildings in town.
- Members visited the New England Quilt Museum in Lowell on a Saturday in March and had lunch in Lowell afterwards.
- The Society sponsored a lecture titled “Having a Fine Time in Manchester, Vintage Post Cards and Local History” by Robert Perrault in April. This was presented with a grant from the New Hampshire Humanities Council and was broadcast on WCTV and recorded on a DVD.
- The group toured the Methuen Music Hall, Methuen, MA, in May.
- The annual Mystery Tour in June was “Windham Soldiers in the Civil War 1861-1865 in honor of the 150th anniversary of the start of the war. A highlight of the tour was the participation of Bill Bailey, a descendant of the Bailey family of Windham which had four brothers who fought in the war.



BAILEY FAMILY PLOT, CEMETERY ON THE HILL

WINDHAM HISTORICAL SOCIETY & MUSEUM

- The Society had a business meeting in September and attended the memorial service for founding member, Maria Webber.
- In October, the Society held a Museum Open House at a Wednesday night meeting and attended an Open House at the Salem Depot, hosted by the Salem Historical Society.
- A regular meeting was held in November and members attended a Salem Historical Society lecture funded with a grant from the New Hampshire Humanities Council, "Liberty is Our Motto: Songs and Stories of the Hutchinson Family."
- Society Member, Sister Josette Parisi, hosted the Society's Holiday Social at the Searles Castle in December. Members attended the "Merry Music Hall Christmas" concert at the Methuen Music Hall.

The Windham Museum had a record number of visitors in 2011. In addition to the Open House at the October Meeting of the Historical Society, there were two Open Houses in December. The Museum was open during the Christmas Tree Lighting on the Town Common. Over 70 people visited when the Museum was featured as one of the stops in the Historic House Tour of seven houses in town. There were also several Girl Scout and Tiger Cub tours and tours scheduled with former residents.

Donations to the museum included a kerosene cook stove from 1920's used by residents living in a summer cottage on Cobbetts Pond, a collection of books on Sandwich glass written by town resident, Ray Barlow, paper items related to the Bailey house, and a photograph of a hooked rug related to the old Bartley House and the Senior Center (formerly called Nine Acres).

The Windham Museum is open by appointment. Please call one of the Trustees: Kim Monterio (890-6403), Dennis Root (893-3933) or Jean Manthorne (898-7433).

Respectfully submitted,

Jean Manthorne

Jean Manthorne, Museum Trustee

SUZDAL SISTER CITY COMMITTEE

Windham continues its relationship with our Sister City, Suzdal, Russia although there has been no travel this year between our towns. The economy and the lack of visa invitation letters have played a large part in this lack of travel.

However, because of the internet, facebook and skype, the lack of personal, physical interaction with our friends in Suzdal has not caused our relationship to suffer. Indeed, because of technology, we can be/and are in contact with our Suzdal friends any day that we wish. We are in contact with the happenings both happy and sad in the families that we know. By technology, it is wonderful to see the growth in many of the young students, who have traveled to Windham in years' past.

The Town of Windham's budget continues to support the orphanages in Suzdal with a \$500.00 yearly appropriation. In the past we have shared some of these funds with the hospital in Suzdal, which continues to greatly lack for upgraded spaces. The medical staff in Suzdal is highly talented and serves the population well in a very antiquated facility.

Since we have not traveled to Suzdal recently, we shall hold onto this year's donation until we can travel or when a trusted friend may travel here. The safest way in which to bring help to Suzdal is by personally carrying the cash to them.

Several people have donated fabrics to be carried to the quilters in the club called "Suzdal Swatch". We continue to have some handmade quilts that are available for purchase. Any proceeds from these sales will be given directly to the author of each quilt. It is terrific to see many of these women who quilt share their work and information on facebook.

We received Christmas greetings from Mayor Ivanov of the Suzdal Region, which is included in addition to this report.

In closing, I wish to share a quote from myself that appeared in an article in the Union Leader on 12/27/11 about the Russian Connection in New Hampshire.

"For 20 years it has been a very warm, very friendly relationship. We have learned that in things that matter, there are no real differences. Russian people love their children, and their grandchildren especially. They never forget birthdays or anniversaries and they celebrate wonderfully. I wish I could be there now."

Respectfully submitted for the Committee,



Barbara A. Coish, Chair

Уважаемая госпожа Барбара! Дорогие друзья!

От имени администрации Суздальского района и от себя лично сердечно поздравляю Вас с наступающим Рождеством и Новым 2012 Годом! От всей души желаю Вам здоровья, счастья, благополучия и удачи! Пусть все Ваши мечты сбудутся и планы исполнятся!

С уважением, М.Н. Иванов

Translation: Madam Barbara! Dear friends! Of the Administration Suzdal area and on my own behalf warmly congratulate you on the forthcoming Christmas and new 2012 year! We wish your health, happiness, well-being and good luck! Let all your dreams will be fulfilled and plans running!

With respect, M. N. Ivanov



LIONS CLUB



The Windham Lions Club was organized on December 2, 1969 and chartered on January 24, 1970. We are celebrating 42 years of service to the Town of Windham. The Windham Lions Club is part of the International Association of Lions Clubs. Our 46,000 clubs and 1.35 million members in 206 countries and geographic areas make Lions the world's largest service club organization. Over the past forty years Windham Lions have given their time, support and resources in assisting various charitable endeavors. Several hundred thousand dollars have been raised and distributed to charities within the Windham community, the State of New Hampshire and on a national and international level. Lions Clubs are not social clubs, although there are social benefits to membership. The Lions Motto is WE SERVE.

Local Windham Service Projects for the year ending 2011:

- **\$4500 in Scholarships**

- **Merrill Greeley Memorial Scholarship** - \$2000

The Merrill Greenlee Memorial Scholarship is awarded to a Windham senior and graduate furthering his or her education. It is distributed in four yearly payments of \$500, totaling \$2,000.

Meghan Bench – Salem High School, was the recipient of this award. Meghan is the daughter of Trisha and the late William Bench of Windham. Meghan is attending The University of New Hampshire.

- **Dave Dunn Memorial Scholarship** - \$500

The David Dunn Memorial Scholarship is a one-time scholarship awarded to a Windham senior and graduate furthering his or her education.

Molly Donahue – Salem High School, was the recipient of this award. Molly is the daughter of John Donahue and Margaret Donahue of Windham. Molly is attending Barnard College at Columbia University.

- **Two Jeffery P. Shaw Memorial Engineering Scholarships** - \$2000

The Jeffery P. Shaw Memorial Engineering Scholarship consists of two scholarships, each in the amount of \$1000. One is awarded to a graduating senior from Pinkerton Academy, regardless of his or her residency. The second is awarded to a graduating senior from any accredited high school while residing in the Town of Windham.

Erik Shaw - Pinkerton Academy, was the recipient of this award. Eric is the son of son of Gregory and Suzanne Shaw of Hooksett, NH. Eric is attending Wentworth Institute of Technology.

Timothy Parow – Salem High School, was also the recipient of this award. Timothy is the son of Richard and Mary Alice Parow of Windham. Timothy is attending the University of Massachusetts, Lowell.

- **Recognition of 2010 Middle School Graduates**

Outstanding Effort Male and Female: Drama, Writing and Public Speaking

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 Helping Hands ◆ Operation KidSight (Eye Testing of Preschoolers) ◆ Donation of eye-exams and glasses to local residents ◆ Partial payments of medical expenses ◆ Donations and Support of NH/ME Blind Bowler's Tournament held in Nashua, NH ◆ Collection of used eyeglasses donated at one of the collection boxes at the Windham Transfer Station or the Nesmith Library, and ◆ Adopt-A-Highway on Rte 111.

LIONS CLUB

New Hampshire District Level Projects this year have included:

Donations to NH Lions newest project: “Hands, Feet, Head Challenge” where Club members and friend donated hats, gloves, mittens, socks, boots, scarves, or coats to a charity.

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 (www.camppride.nhlions.org) 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 International Projects have included:

Campaign Sight First II - a blindness prevention program that aims to eliminate preventable and reversible blindness worldwide and 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; ♦ *Immediate disaster relief* and support for rebuilding efforts including Haiti; ♦ 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*, and a wide variety of employment opportunities and vocational training; ♦ 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 have included:

♦ Our annual Christmas Wreath Sales ♦ Food Concessions at Town Events ♦ Lions Candy Sales and ♦ Our annual 52 Week Raffle. Windham Lions need your continued support in these trying times.

Who Are the Lions?

Lions are men and women volunteers throughout the world 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 1st and 3rd Wednesday at the Windham Senior Center. 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 Wayne Bailey at 603-765-3564 and check out our website for our current activities - www.windhamlions.org.

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.

Respectfully submitted,

Frederick Linnemann

Frederick Linnemann, Charter Member/Publicity Chairman

FRIENDS OF THE LIBRARY OF WINDHAM

The Friends of the Library of Windham, also known as F.L.O.W., is a non-profit organization made up of volunteers dedicated to encouraging greater use of the Nesmith Library and its many services and programs. The Friends provide financial support to the library through fundraising efforts (the largest is Windham's Annual Strawberry Festival and Book Fair) and generous donations. The financial support helps to pursue opportunities and acquisitions beyond the scope of the library's budget. The Friends enhance the library and our community by offering a wide spectrum of educational and cultural programs at the Nesmith Library.

Each year, the Friends activities and programs touch hundreds of Windham children and their families. The Friends offer children's programs, sponsor museum passes, host special library events, and donate much needed library materials and equipment. In addition, the Friends award scholarships to two graduating high school seniors every spring.

Membership to the Friends is open to everyone. For more information, please visit the Friends of the Library of Windham website at www.flowwindham.org.

Respectfully submitted,

Jennifer Simmons

Jennifer Simmons, President

WINDHAM SOCCER ASSOCIATION

This past year, the Windham Soccer Association provided organized soccer opportunities for over 800 players at both Recreation (teams play each other; all teams are within the Town) and Travel (competitive Town teams play teams from other towns, under the auspices of the Granite State Youth Soccer League) levels, and also supported co-ed adult pickup games, competitive Men's Over-30 (years of age) and Over-40 teams, and a competitive men's open team. Additionally, the Windham Soccer Association provided opportunities for youth referees to referee Recreation and Travel (GSYSL) games.

As part of our endeavor to provide soccer opportunities, we offered training sessions during both the outdoor and indoor seasons and both on the individual and team levels, Tot soccer, and professional trainers. Our older Recreation teams played against Recreation teams from some of surrounding neighbor towns and the Travel teams additionally participated in playoffs and several tournaments. The Boys U14 team had a spectacular season and advanced to the championship game.

Our organization depends on the collective efforts of many individuals. If you would like to be involved in helping us achieve our mission, please contact any one of us for more information.

Respectfully submitted,

Ross McLeod

Ross McLeod , President

Executive Board: Joe Connelly, Derek Deveau, Gary Garfield, Sandi Kane, Ross McLeod, Karen Moltenbrey, Dan Pascarella, Tony Pfeiffer, Ann Senibaldi

Directors: Jon Colvin, Robyn Harris, Tara Picciano, Scott Rust, Jason Thomas, Page Johnson Tsao

WHS JAGUAR BOOSTER CLUB

The mission of the Windham High School Jaguar Booster Club is to support fundraising, volunteer and fan support for the full range of Windham High School athletics. The Boosters is an action-oriented group of parents, volunteers, and administrators working together to promote high scholastic achievement, athletic excellence, good sportsmanship, and character building relationships among athletes, coaches, parents and community.

The Jaguar Booster Club is a non-profit organization that was formed in September of 2008. With the impending opening of a new high school facility in September of 2009 a group of parents, volunteers and community members came together with the sole purpose of establishing an athletic booster program that would be an integral part of the new high school athletic program. The objectives of the organization as stated in the bylaws are:

- (a) To give all possible support, both moral and financial, to the High School athletic program by recognizing the participating student athletes, team achievements and where appropriate, individual achievements. To support enhancements that builds the skills and capabilities of the athletic teams.
- (b) To cooperate with those in charge of the athletic department, school administration, and the school board and to maintain an organization that will help promote the general activities of the athletic department.

Not sure what a booster club is? The booster club is responsible for organizing sports banquets, provide rewards and recognition events, scholarships for seniors as well as supplement some of the extra items that would not be covered in the operating budget, such as coach and athlete clinics, portable score boards, miscellaneous expenses a team may incur, etc. The best way to understand what a booster club is and how it works in conjunction with the high school and the athletic department is to think of a booster club as the sprinkles on a cupcake with the high school being the cupcake, the athletic program the icing. The Boosters are an integral part in not only helping to build the athletic program at Windham High but also encourage school spirit and pride amongst the student body, faculty and community.

Since inception in 2008, the Jaguar Booster Club has had a positive presence in the school system and community. Some of the recent purchases that the Booster Club has been able to donate to Windham High School during 2010 and 2011 include a \$3,200 Flake ice machine, a \$3,000 baseball/field hockey shed, 2 flagpoles for the fields (\$900), Jynx the Mascot (\$800), \$1,100 for Cheerleading Choreography and \$1500 offered to supplement funds needed to support a JV Hockey team, to name a few. We sponsor 2 student athletes for the National Athletic Directors conference and will have Windham Jaguar Booster scholarships for our senior athletes this year. We will help sponsor Senior recognition days and will offer donations to Senior Last Night. These are just a few examples of what we've been able to accomplish with the efforts of our many volunteers.

WHS Jaguar Athletic Boosters supports over 400 athletes throughout the year. Our goal is to help make their years at WHS the best we can by providing the extras that aren't included in the school budget.

We currently have 169 members and growing. We look forward to continuing to support the students, athletes and athletic programs at Windham High School. GO JAGUARS!!!!

Respectfully submitted,

Linda Adams

Linda Adams, President

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ABOUT WINDHAM

Area	27.2 square miles	Residential Homes	4111
Population	13,592 +/-	Residential Condos	595
Total Net Valuation	\$2,025,025,370	Multi-Family Units	49
2011 Tax Rate	\$23.08/thousand	Seasonal Homes	235
2011 State Ratio	100%	Commercial Parcels	162
Tax Billing	Semi-Annual	Acres in Current Use	1185

2012 Holiday Closings: *Please bookmark our "What's New" page on the web where, at a minimum, any unexpected closings throughout the year will be posted.*

January 2, New Year's Day; January 16, Martin Luther King, Jr. Day; February 20, Presidents Day; May 28, Memorial Day; July 4, Independence Day; September 3, Labor Day; October 8, Columbus Day; November 12, Veterans Day; November 22 & 23, Thanksgiving; and December 25, Christmas.

TOP 10 FAQs: *Here they are; the questions most consistently posed to staff throughout the year.*

Where do we vote, and what hours are the polls open? *Voting takes place at Windham High School, and the polls are open from 7:00 AM to 8:00 PM unless posted otherwise.*

Is hunting allowed on Town Conservation Land? *Yes, with the exception of Deer Leap and Foster's Pond areas you may hunt on Town-owned Conservation land subject to all other applicable State and/or Federal regulations.*

Is municipal water/sewer available? *No. All properties are on private septic systems/wells. Some limited areas of Town are on community wells serviced by Pennichuck.*

Is there municipal trash pickup? *No. Residents may transport their trash to the Transfer/Recycling Station, or contract pickup with a private company.*

Do the Selectmen have regular office hours/how can I contact them? *The members of the Board of Selectmen do not keep office hours. Most concerns can be handled by the Administrative staff and/or the Town Administrator. If listed in the local telephone directory, the Selectmen may be reached at their homes. Alternatively, as a Board they can be reached via BOS@WindhamNewHampshire.com.*

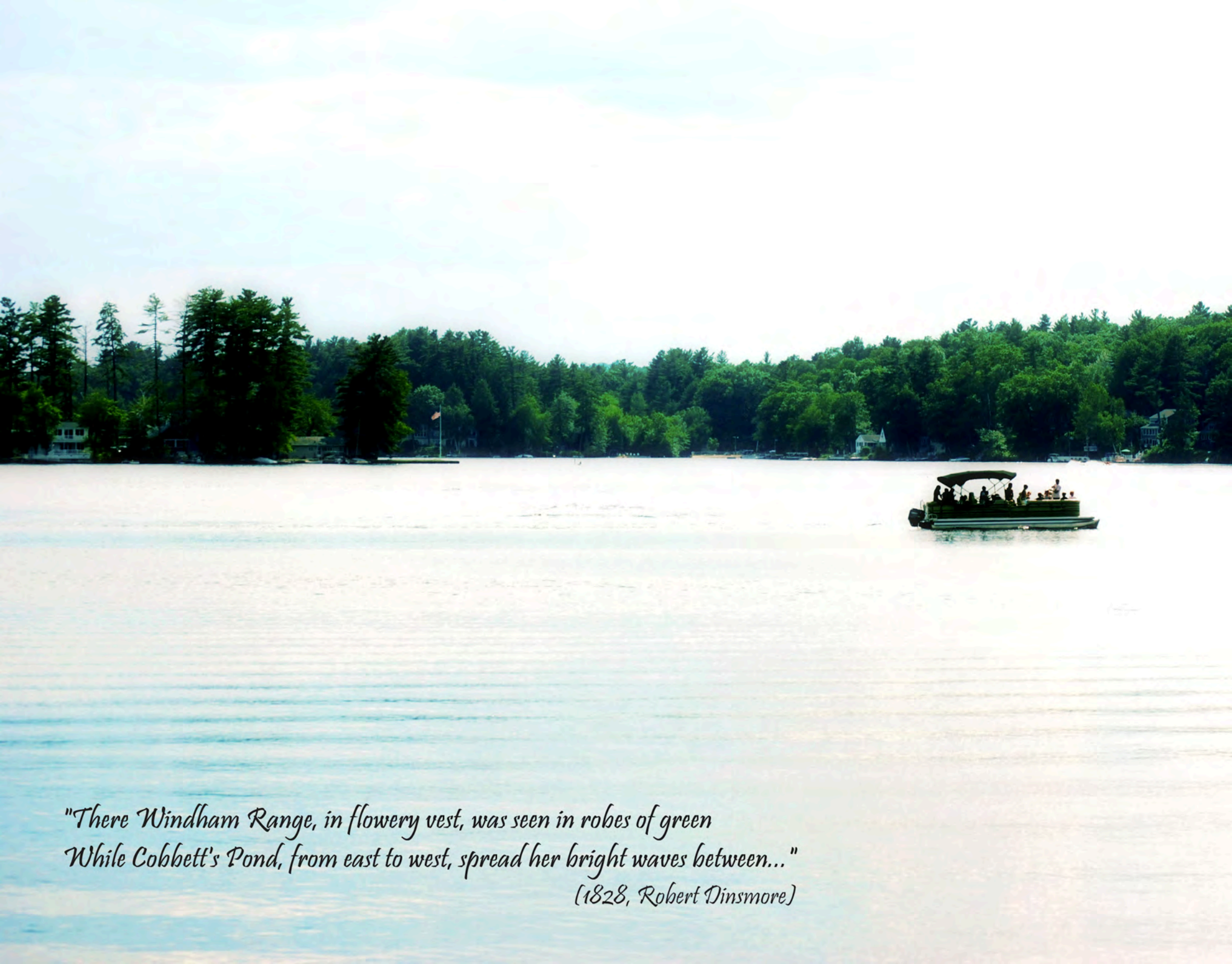
When will I receive my tax bill/what period of time does my tax bill cover? *Bills are mailed twice a year, generally in June and November, and are due 30 days from the date of notice. Property taxes are assessed as of April 1 each year, and the tax bills represent an entire year billed in two (2) installments.*

How do I get a pass for the Town Beach? *Passes are available to Windham residents at the beach. There is no charge, however proof of residency must be presented.*

How long is the paved walking area at Griffin Park? *Walking around the "Figure 8", the length is a 10th or two over a mile. The perimeter is just under.*

I want to have a yard sale. Do I need a permit? *No.*

I attended/graduated from Castle Junior College. Can the Town provide me my transcripts? *No, we can't. However, if you contact the Administration Office of the Sisters of Mercy at (603) 893-6550, they can assist you.*



*"There Windham Range, in flowery vest, was seen in robes of green
While Cobbett's Pond, from east to west, spread her bright waves between..."*
(1828, Robert Dinsmore)