

Annual Report



LANCASTER, N. H.

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Highlights of 1961

Voters authorized Federal advance for final plans for sewerage and sewage treatment facilities.

Purchase of a new front end loader for Highway Department.

Purchase of a new truck for Highway Department.

Reconstructed part of Reed Road.

Maynard G. White elected to Board of Selectmen.

Plans for 1962

Actual plan preparation for Sewer System.

Purchase of a new Grader for Highway Department.

Complete reconstruction of Reed Road.

Construction of a Fire Station.

Cover Photo

TOWN TRUCKS TODAY AND 40 YEARS AGO: At top is shown the first town truck purchased in 1921 from the Frank Smith Company. Below is the latest town truck purchased in 1961 from Roberts Motor Sales, Inc.



Lancaster Village
In 1826.
J. W. Weeks, del.

ANNUAL REPORT
OF THE
TOWN OF LANCASTER, N. H.

FOR THE PERIOD
JANUARY 1, 1961 TO DECEMBER 31, 1961

INCLUSIVE

WITH THE REPORT OF
THE LANCASTER SCHOOL DISTRICT

DEMOCRAT PRESS - LANCASTER, N. H.

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1961

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Directory of Officials

Elected Officials

Selectmen		Term Expires
Arthur G. Sherman		1962
Herbert A. Woods		1963
Maynard G. White		1964
Moderator		
Dana H. Lee		1962
Town Clerk and Treasurer		
Dorothy H. Cross		1962
Supervisors of the Check List		
Albert J. Kenney		1962
Lester E. Moses		1962
Edna B. Haley		1962
Trustees of Trust Funds		
Raymond W. McCaig		1962
Sinclair Weeks		1963
Daniel A. O'Brien		1964
Library Trustees		
Sinclair Weeks		1962
Raymond Linscott		1963
Ethel McCarten		1964
Col. Town Investment Committee		
J. Wendall Kimball	O. Leo Connary	
Daniel A. Sullivan	Raymond W. McCaig	
Raymond F. Linscott	Raymond Carr	
	Hugh Galbraith	
Col. Town Spending Committee		Term Expires
James A. Ferguson		1962
Nathalie Wheeler		1962
Charles T. Bennett		1962
Robert C. Rich		1963
Grace M. Lee		1963
Margaret P. Guilmette		1963
George E. Hunter, Jr.		1964
Arthur Drake		1964
Ardis C. Paine		1964
Emmons Smith Fund Committee		Term Expires
Marion M. Balch		1962
Laurence J. Paul		1963
Mary H. Carey		1964

Letter of Transmittal

Fellow Citizens:

It is my privilege and pleasure to present to you the Annual Town Report for the fiscal year 1961. The purpose of the report is to inform you of the past year's activities of the various municipal departments and progress of the Town.

The year's end saw a budget surplus of \$3,971.78 and a net reduction in the Town debt of \$4,139.41. Financially the Town is very sound, we now have a current surplus (excess of current assets over current liabilities) of \$16,671.64, increased \$2,018.70 in 1961.

Improvements and additions were made in the Sewer System. Two pieces of equipment were replaced in Highway Department. Improvements were continued on our sidewalks and streets. Under the Town Road Aid program a section of Reed Road was reconstructed to improve travel and reduce maintenance. Many other improvements were carried out this year as you will note in this report.

I express my appreciation to the Town Officials, the Town employees, the various committee members and the citizens for their continued cooperation.

Sincerely,
DONALD E. CRANE
Town Manager

Town Warrant

THE STATE OF NEW HAMPSHIRE

To the inhabitants of the Town of Lancaster, in the County of Coos, qualified to vote in town affairs:

You are hereby notified to meet at the Town Hall in said Lancaster on Tuesday, the thirteenth day of March next, at ten o'clock in the forenoon, to act upon the subjects hereinafter mentioned. The polls will be open at said place and date from the conclusion of the business meeting held thereat until six o'clock in the afternoon for the reception of your ballots.

1. To choose all necessary town officers for the ensuing year.

2. To see if the Town will vote to authorize the selectmen and town treasurer to borrow a sum or sums, not exceeding in the aggregate the amount of the tax commitment of the previous year (1961), in anticipation of the collection of taxes for the current municipal year, and to issue in the name, and on the credit, of the Town negotiable notes therefor, said notes to be paid in the current municipal year from the taxes collected during the current municipal year.

3. To see if the Town will vote to authorize the selectmen to administer or dispose of any real estate acquired by tax collector's deeds.

4. To see if the Town will vote to appropriate and transfer from the surplus accumulated in 1961 the sum of Three Thousand (\$3,000.00) Dollars to be used toward the purchase price of new sand spreaders. (Recommended by the Budget Committee)

5. To see if the Town will vote to raise and appropriate a sum not exceeding Nineteen Thousand (\$19,000.00) Dollars for the purpose of purchasing a road grader, so-called, and for this purpose to authorize the Selectmen to borrow, by the issue of serial notes of the Town in accordance with the provisions of Chapter 33 of the New Hampshire Revised Statutes Annotated, being known as the Municipal Finance Act, and any amendment thereto, a sum not exceeding Nineteen Thousand (\$19,000.00) Dollars and to authorize the Selectmen to determine the time and place of payment and the rate of interest on said notes and to do whatever may be

necessary or convenient in connection with the issuance thereof. (Recommended by the Budget Committee)

6. To see if the Town will vote to raise and appropriate a sum not exceeding Thirty-five Thousand (\$35,000.00) Dollars for the purpose of erecting an addition to the town garage for use in housing fire fighting equipment and highway and other equipment, and for this purpose to authorize the selectmen to borrow, by the issue of serial notes of the Town in accordance with the provisions of Chapter 33 of the New Hampshire Revised Statutes Annotated, being known as the Municipal Finance Act, and any amendment thereto, a sum not exceeding Thirty-five Thousand (\$35,000.00) Dollars and to authorize the selectmen to determine the time and place of payment and the rate of interest on said notes and to do whatever may be necessary or convenient in connection with the issuance thereof. (Recommended by the Budget Committee)

7. To see if the Town will vote to discontinue, as a highway, the Libby Road, so-called, which runs easterly from the Gore Road. (By petition of more than ten voters to the selectmen)

8. To see if the Town will vote to authorize the selectmen to appoint a committee of seven members to make a study and report at the next annual meeting, or at a special meeting held prior thereto, on the desirability of adoption by the Town of a building code, so-called, as provided for by Revised Statutes Annotated, Chapter 156 and Chapter 156 A. (By the Selectmen)

9. To see if the Town will vote to adopt the proposed ordinance authorized by Revised Statutes Annotated, Chapter 48A, relative to the supervision over, and disposal of, dwellings in the Town which are unfit for human habitation, as recommended by the committee authorized by the 1961 Town meeting, copies of said proposed ordinance being on file in the office of the Board of Selectmen for examination by the public.

10. To see if the Town will vote to accept the budget as submitted by the Budget Committee.

11. To direct how money raised for the above purposes be expanded.

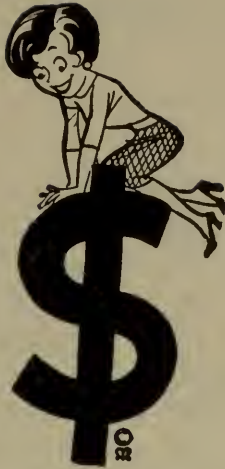
12. To act on any other business which may legally come before this meeting.

Given under our hands and seals this 23rd day of February,
1962.

ARTHUR G. SHERMAN
HERBERT A. WOODS
MAYNARD G. WHITE
Selectmen of the Town of Lancaster

A True Copy of Warrant—Attest:

ARTHUR G. SHERMAN
HERBERT A. WOODS
MAYNARD G. WHITE
Selectmen of the Town of Lancaster



Budget for 1962

The proposed budget for the fiscal year 1962 follows: The budget is prepared by the Budget Committee from information furnished by the Board of Selectmen, and other Town Officers. The Budget Committee held public hearings for a general discussion of all recommended appropriations. Expression from the Public is a determining factor as to the amount of appropriations or a particular appropriation. Many long hours were spent by the Committee in the preparation of the Budget. It is their feeling that the expression of the Public is reflected in the Budget.

Included is the estimate and actual revenues, appropriations and expenditures of the previous year 1961.

REVENUE

Sources of Revenue	Estimated 1961	Actual 1961	Estimated 1962
From State:			
Interest & Dividends Tax	\$ 9,228.00	\$ 9,227.77	\$ 9,228.00
Railroad Tax	1,000.00	1,000.00	1,000.00
Savings Bank Tax	620.00	638.68	640.00
Reimbursement a/c State & Federal forest lands	68.00	73.13	70.00
Reimbursement a/c Old Age Assistance	90.00	98.57	90.00
State Aid Construction	3,850.00	3,850.00	469.00

Sources of Revenue	Estimated 1961	Actual 1961	Estimated 1962
From Local Sources			
Except Taxes:			
Dog Licenses	625.00	624.48	625.00
Business Licenses, Permits & Filing Fees	425.00	385.50	425.00
Fines and Forfeits, Municipal Court	850.00	1,176.09	1,000.00
Rent of Town Hall and Other Buildings	1,500.00	1,803.50	1,500.00
Parking Meter	6,000.00	6,000.00	6,000.00
Water Depts.	1,000.00	1,000.00	1,000.00
Motor Vehicle Permit Fees	17,500.00	19,381.57	17,500.00
Sale of Town Property	3,700.00	3,613.29	1,000.00
Withdrawals from Capital Reserve Funds	3,000.00	3,000.00	0.00
Commission on Head Taxes	750.00	717.50	725.00
Income from Investments	0.00	125.00	125.00
Transfer from Budget Surplus	2,500.00	2,500.00	3,000.00
Amount Raised by Issue of Bonds or Notes:			
New Equipment—Grader Fire Station	10,000.00	9,000.00	19,000.00 35,000.00
From Local Sources Other Than Property Taxes:			
Poll Taxes—Regular @ \$2	2,694.00	2,544.00	2,600.00
National Bank Stock Taxes	703.00	703.00	700.00
Yield Taxes	1,000.00	1,445.99	1,000.00
Added Taxes	0.00	313.30	0.00
<hr/>			
Total Rev. from all sources Except Property Taxes	\$68,428.00	\$70,879.47	\$104,197.00
Amount to be Raised by Property Taxes			130,953.53
<hr/>			
Total Revenues			\$235,150.53

EXPENDITURES

Purposes of Expenditures	Appro. 1961	Appropriations Recommended	
		Actual Expend. 1961	by Budget Comm. 1962
Current Maintenance Expenses:			
General Government:			
Town Officers' Salaries	\$11,220.00	\$11,337.50	\$11,740.00
Town Officers' Expenses	4,308.00	4,572.88	4,950.00
Election & Registration Expenses	325.00	338.10	425.00
Municipal Court Expenses	500.00	500.00	600.00
Expenses Town Hall and Other Town Bldgs.	6,250.00	6,207.72	6,250.00
Employees' Retirement & Social Security	1,850.00	2,080.72	2,150.00
Protection of Persons and Property			
Parking Meters	6,000.00	6,208.78	6,000.00
Police Department	13,325.00	13,982.72	16,225.00
Fire Department	4,500.00	4,500.00	4,500.00
Moth Exterm.—Blister Rust & Care of Trees	1,600.00	1,593.85	1,600.00
Insurance	4,039.86	3,885.97	4,457.72
Planning & Zoning	200.00	158.60	200.00
Damages & Legal Exp.	475.00	449.05	630.00
Civil Defense	200.00	449.57	650.00
Health:			
Health Dept., including			
Hospitals	6,460.24	6,460.24	6,159.50
Vital Statistics	350.00	350.00	350.00
Sewer Maintenance	1,000.00	1,223.02	2,000.00
Town Dump and Garbage Removal	2,750.00	2,603.80	2,850.00
Highways & Bridges:			
Town Maintenance	47,650.00	47,341.25	51,220.00
Street Lighting	11,175.00	11,103.15	11,450.00
Town Road Aid	757.40	757.40	753.37
Libraries	6,158.00	6,158.00	6,721.79

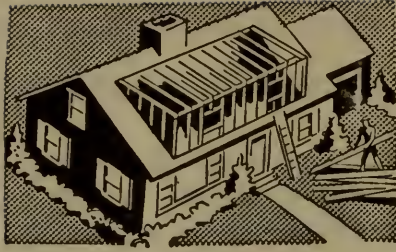
Purposes of Expenditures	Appro. 1961	Appropriations Recommended	
		Actual Expend. 1961	by Budget Comm. 1962
Public Welfare:			
Town Poor	3,000.00	2,098.04	2,500.00
Old Age Assistance	6,600.00	8,031.14	8,000.00
Patriotic Purposes:			
Memorial Day and Veterans' Assoc.	100.00	100.00	100.00
Recreation:			
Parks & Playgrounds Incl. Band Concerts	2,750.00	2,527.24	2,550.00
Public Service Enterprises:			
Cemeteries	2,500.00	2,500.00	2,500.00
Advt. & Regional Assoc.	2,675.57	2,602.11	3,805.15
Interest:			
On Temporary Loans	1,500.00	1,758.60	1,700.00
On Bonded Debt	962.00	962.00	575.00
Highways and Bridges:			
Town Construction	2,000.00	430.57	2,000.00
State Aid Construction			
Town's Share	835.55	835.55	0.00
Sidewalk Construction	1,500.00	1,437.26	1,500.00
Sewer Construction	1,500.00	4,461.79	500.00
New Lands & Buildings	0.00	0.00	35,000.00
New Equipment	15,500.00	14,231.88	22,000.00
Payment on Principal of Debt:			
Long term Notes	13,139.41	13,139.41	9,038.00
Payment to Capital Reserve Funds	0.00	0.00	1,500.00
Total Expenditures	\$185,656.03	\$187,377.91	\$235,150.53

Board of Selectmen and Town Manager

The Selectmen-Manager form of Government that Lancaster works under was first adopted in 1948 and has continued since. The Board of Selectmen is responsible for determining the operating policy of the Town which the Manager carries out. The Manager is the administrative head of all departments of the Town and responsible for their efficient administration. He is also Overseer of Public Welfare and Tax Collector. He has general supervision of the Town property and business affairs of the Town, and of the expenditures of money appropriated for Town purposes and renders to the Selectmen an itemized monthly report of the receipts and disbursements.

During the year the Selectmen held some 35 regular meetings at the Town Office with the Manager present. These meetings are scheduled each first and third Monday evening of the month and are open to the public. Many of the public attend these meetings. Special meetings were held for various reasons with specific individuals or for specific problems, such as meetings for preparation of the Budget and meetings with the Budget Committee.

Meetings were held out of Town with other Boards of Selectmen and other representatives. The Board attended meetings held by the State Tax Commission and the N. H. Assessors Association. The Manager also attended these meetings plus many other municipal association meetings.



Board of Assessors

The Board of Assessors appraised 20 improved properties, new additions and new buildings. With the assistance of a professional appraiser they appraised three new properties and two completely remodeled properties. The Board strives to make fair and equitable assessment and in carrying out this effort a great deal of time is spent in considering every possible factor before a final assessment figure is made. The Assessors appraised 14 boats for a value of \$1,872.00, Construction Machinery for \$37,800.00 and Wood products for \$2,050.00; all other real properties including 16 house trailers, electric plants and pipe lines, reached a high of \$6,693,628.00 valuation. On April 1st the Assessors visited each farm to assess the taxable animals and appraised 89 horses, 978 cows, 215 other neat stock, 18 sheep and 150 fowls. The total taxable valuation of the animals as determined by the assessors was \$134,111.00.

The Board reviewed Timber reports on cutting and placed values on all reported cuttings of \$14,459.90.

All veterans' exemptions filed were carefully examined and acted upon. Action was taken on several written and verbal appeals and other miscellaneous requests. The Board scheduled and held meetings to receive inventory blanks and answer all inquiries pertaining thereto. All inventories received in person and by mail were examined by the Board and all pertinent information recorded.

Real estate values increased in 1961 by \$16,020.00, Stock and Trade increased \$58,879.00, while others remained about the same. The gross valuation of all taxable properties for 1961 was \$7,600,966.00.

Town Clerk's Report

The Town Clerk's office is the location for all official records of the Town and its citizens. Here are recorded vital statistics, official maps, personal property mortgages and liens, attachments, Town Meeting and Election records, and official minutes of Zoning Board of Adjustment and Budget Committee meetings.

During the year Motor Vehicle Permits issued gave the Town the sum of \$19,394.69 in revenue. Revenue derived from this source continues to increase due to the registration of a greater number of vehicles.

Vital Statistics recorded:

Births	210	Residents	62	Non-residents	148
Deaths	89	Residents	47	Non-residents	42
Marriages	39				

Dog Licenses issued:

287 dogs were licensed for revenue of \$626.48.

Remittances to Treasurer:

Motor Vehicle Permits	\$19,394.69
Dog Licenses and penalties	626.48
	<hr/>
	\$20,021.17

MOTOR VEHICLE PERMIT INCOME

1958 \$14,680.54

1959 \$16,278.98

1960 \$17,493.71

1961 \$19,394.69

Taxes and Other Revenue

PROPERTY TAXES

The 1962 gross assessed valuation of the Town increased by \$47,147.00, making the total assessed valuation \$7,600,996.00, less veterans' exemptions of \$186,395.00, leaving a net assessed valuation of \$7,414,601.00. The increase in valuation resulted from new properties and other improvements plus taxable construction equipment that was stored in Lancaster April 1st.

A tax rate of \$4.35 was approved, the Town rate \$1.64, the school rate \$2.48 and the County rate was \$0.23. Tax bills amounting to \$322,535.14 were promptly mailed. The Town's share of this was \$121,449.95 (37.7%), the school received \$183,932.42 (57%), and the County \$17,152.77 (5.3%).

As of December 31, 1961, collections of \$289,148.95 had been received or 90% of the 1961 commitment, in addition \$36,839.33 was collected on prior levies.

OTHER TAXES

Poll Taxes	\$2,678.00
Yield Taxes (Timber Taxes)	1,092.76
National Bank Stock	703.00
Total	<u>\$4,473.76</u>

ASSESSED VALUATION

1957	6.9						
1958	7.1						
1959	7.2						
1960	7.3						
1961	7.4						
1	2	3	4	5	6	7	8

MILLIONS

TRANSFERS AND CREDITS

The Town officials are authorized to carry forward at the end of each year, any appropriations that have not been fully expended to complete the proposed work. The Board of Selectmen forwarded the following two 1960 appropriation balances into 1961:

Civil Defense	\$ 358.46
Town Folder	100.00
	<hr/>
	\$ 458.46

Some departments earn credits during the year for performing services, sale of material, work under State programs such as Town Road Aid and reimbursement from other Town departments. Listed below are the department and credits received:

Interest (Short Term Notes)	\$ 265.00
Town Maintenance	6,254.93
Public Welfare	1,441.02
Retirement & Social Security	2,218.93
Sewers	30.00
Park Maintenance	150.00
Town Buildings	157.90
Parking Meter Damage	46.50
Town Officers' Expense	138.41
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Total	\$10,702.69

TAX RATES

1957	\$4.04
1958	\$4.22
1959	\$4.40
1960	\$4.40
1961	\$4.35



General Government

Appropriated \$22,603.00

Expended \$23,002.51

Town Officers' Salaries

Expended \$11,342.50

The expenditure for General Government under Town Officers' Salaries covers the Salaries of nine elected officials and two appointed. The Salaries of the eleven officers, three Selectmen each receiving \$600.00, Town Clerk, Town Treasurer and Clerk of the Budget Committee (1) \$2,317.50, Town Manager \$5,500.00, Deputy Tax Collector \$1,430.00, Moderator (1) \$40.00, Bookkeeper of Trust Funds \$150.00; three Supervisors of the Checklist each receiving \$35.00. A credit of \$1,000.00 was received from the Precinct towards the Manager's Salary.

Town Officers' Expense

Expended \$4,561.29

A new modern metal desk was purchased to replace an old wooden desk in the Town Manager's Office and paid for out of this account. A system for the new commercial code law was purchased. Supplies and expenses for the office including paper supplies, postage, printing of notices, the Annual Report, Tax Bills and telephone expense was furnished from this account. Dues to Associations and expenses to attend were paid, as well as the Manager's auto expense. The cost to Audit all Town records and payments to the Register of Deed for tax sale recording were furnished. The perambulation of the Lancaster-Dalton town line was done this year at a cost of \$25.00 for the services of a professional surveyor.

Elections and Registrations

Expended \$233.10

There were two elections this year: Town Meeting and a special election to elect a representative to the General Court, with a total cost of \$93.10 that included salaries of ballot clerks and expense of the meetings. New check lists were printed, as required, at a cost of \$140.00.

Town Buildings

Expended \$6,365.62

This year the dining room floor in the Town Hall was re-finished and the stage floor in the Auditorium was repaired and finished. The floor in the auditorium was refinished, plus other maintenance. A commercial vacuum was purchased that is for both dry and wet use. The cost of electricity, water, fuel and janitor service was also paid from this account.



MUNICIPAL COURT

Appropriated \$500.00

Expended \$500.00

This appropriation covers the Judge's Salary which is the minimum set by law. The Municipal Court, Hon. Walter D. Hinkley, Judge, received \$2,206.60 from fines, forfeitures and small claims during 1961. The Town received \$931.84 from the total receipts and the State Departments received \$1,082.-20. The remaining expenditures included Court expenses \$17.56 for supplies and incidentals, and witness fees \$175.00. The witness fees were paid to the members of the police force who testified in Court when they were not on duty.

Protection of Persons and Property

Appropriated \$27,014.86

Expended \$27,339.92



Insurance

Expended \$3,926.88

Insurance coverage is provided for losses from fires for the Town Hall, coverage for Public Liability and theft. The Town has fleet coverage for all Town equipment and Workmen's Compensation for all Town Employees. Bonds are provided for all Town employees responsible for handling funds.

Coverage is provided for the skating rink hut, and any properties taken by Tax Collector Deeds.

Fire Department

Expended \$4,500.00

This expenditure represents the Town's financial support of the Fire Department for providing fire protection throughout the entire Town. The department is equipped to handle all types of fires with efficiency. A detailed report of the department's activities may be found in the Lancaster Fire Precinct Annual Report.

Civil Defense

Expended \$99 57

The Town has on order a 10 horse siren Warning device, to replace the 5 horse unit that was inadequate for the area to be covered. This is paid jointly by Town and Federal governments. The funds for this will be forwarded into 1962. The expenditure covered small items purchased and expenses.

Care of Trees

Expended \$1,491.45

Each year \$100.00 is appropriated for Pine Blister rust control. No work was done this year for the control of this disease but the funds will be forwarded into 1962 for use when further control work will be done.

The spraying program to control Dutch Elm Disease was continued this year and is proving successful. Although several trees had the disease the cost was kept to a minimum in removal since the Town forces were able to remove several. Several stumps in the Parks and on the roadside were removed to make the parks more attractive and remove roadside hazards. This work was done by a machine that cuts the stump approximately 14 inches below ground level. The holes are then filled with loam.

The only assistance the Towns receive for the Dutch Elm disease control is the laboratory work done by the State Entomologist at the University of New Hampshire, and his field crew. All the financing and care of the trees is by the Town.

A word of caution to persons who have Elms with the disease. Remove them as soon as possible to prevent spreading of the disease. Infected trees rapidly become brittle and dangerous, to persons and property.



Zoning

Expended \$158.60

The expenditure paid the salaries of the Building Inspector and clerk and forms for use by the Building Inspector.

The Building Inspector received 25 applications for building and 24 permits were issued, 2 for trailer dwellings, 5 for new homes, 6 for new garages, 4 for remodeling. There were 3 permits issued for commercial use and 4 for agriculture uses.

The Zoning Board of Adjustment handled one case involving an established trailer park which was found to be in violation of the Zoning law. A request for an exception from the Zoning ordinance was denied by the Board.



Police Department

Expended \$17,160.42

The Expenditure included salaries and retirement contribution of the Chief, two Regular Officers and wages for two regular Special Officers and other Special Officers as needed, at a cost of \$14,893.65. Telephone expense \$350.19; Uniforms \$304.14; Supplies, Equipment and miscellaneous jail expense \$655.78. The cost of operating the Cruiser, including gas, oil, tires and all repairs was \$956.66.

Of the expenditure \$3,150.00 came from Parking Meter income. The department supervises the meters, maintains them and makes all collections. The Parking Meters also pay over to the Highway Department \$2,650.00 for street and parking lot maintenance.

The Lancaster Police Department operates for the protection of life and property and is concerned with prevention of crime and public safety and is responsible for criminal and accident investigation. Again your department emphasizes the importance of contacting the Police when the occasion arises. Last year several reports were received of prowlers in the area; a prompt telephone call to the Police may possibly terminate this type of nuisance. Remember this is your Police Department.

During the year 1961, the Lancaster Police Department recorded 224 arrests. Of this total 100 cases were arraigned in Lancaster Municipal Court and 83 were violations of the Motor Vehicle Statutes. The balance of those arraigned were charged with criminal offenses.

The Department recorded 337 complaints, 265 were of miscellaneous nature, that is the complaints required the services of a police officer but were not of a criminal nature; 42 of the complaints were classified as dog complaints.

The Department investigated 57 motor vehicle accidents, 40 of these accidents were classified as two unit accidents, the remainder involved single unit accidents, where the operator either went off the roadway or struck a fixed object. Fifteen percent of the operators involved were prosecuted

in Lancaster Municipal Court after accident investigation showed probable cause that the operator had violated some specific motor vehicle statute. Reduction in the accident rate will not be reduced unless there is a sustained effort on the part of all operators to obey all traffic signs and warnings.

The Police of Lancaster also inspected periodically all unoccupied properties. This is a service that the Police Department would like to stress. If any resident or non-resident have knowledge that they will be out of the area for longer than a 48-hour period, they should immediately contact the Police Department stating the property to be vacated, the length of absence, and who to notify in case of emergency.

The Lancaster Police through their nightly routine checks of the business area found 120 doors left open by the merchants. A careful check of the premises before leaving would correct this situation. Open invitations by the merchants will not always go unheeded.

The Lancaster Police Department formed the Lancaster Police Athletic League. The American Legion gave permission to use property adjacent to the Legion Home. Generous donations from the Rotarians, Kiwanians, and the Legionnaires have made this possible. Boxing, weight lifting, and general physical conditioning are among the advantages offered.

It is the purpose that the statistics on the following pages will reveal the distribution of crime, offenses and motor vehicle accidents recorded in Lancaster during the past year.

OFFENSES KNOWN TO THE POLICE

Classification of Offenses	Offenses Reported or Known to Police	Unfounded i. e., False or Baseless Complaints	Number of Actual Offenses	Cleared By Arrest	Not Cleared By Arrest
Criminal Homicide:					
(a) Murder and non-negligent manslaughter					
(b) Manslaughter by Negligence					
Forcible Rape	1	1			
Robbery					
Aggravated Assault					
Burglary—Breaking or Entering	2		2	2	
Larceny—Theft (except auto theft)					
(a) Over \$50	7	1	6	3	3
(b) Under \$50	25	3	22	10	12
Auto Theft					
Total	35	5	30	15	15

The "Annual Return of Offenses Known to the Police" is the best index and in the strict sense the only index of the amount of crime that happens in any town. Statistics of arrests, prosecutions, convictions can never be true indices of the volume of fluctuation of criminal acts, for they are clouded by the varying policies of enforcement, and in any case include only those persons apprehended, convicted, or imprisoned. Therefore it is self evident that those offenses that the police are made aware of, such as being informed by citizen, reports, complaint and those offenses that the police discover through their own medium, are more reliable indices. Even though subsequently they later through investigation are classified as unfounded. Also many perpetrators of offenses are never apprehended or brought to Justice.

PERSONS CHARGED

Classification of Offenses	(Charged by Police)(Disposition)		
	Arrested	Summoned	Total Persons Charged	Guilty	Acquitted or other- wise Dismissed	Referred to Juvenile Court
Part I Classes						
Forcible Rape	1				1	
Burglary — Breaking or Entering	2					2
Larceny — Theft	4		4	4		
Total Part I Classes	7		4	4	1	2
Part II Classes						
Other Assaults	3	1	4	2	1	1
Embezzlement & Fraud	1		1	1		
Stolen Property, buying receiving	1		1	1		
Sex Offenses	3		3	3		
Drunkenness	7		1		6	
Disorderly Conduct		2	2	1	1	
Driving while Intoxicated	6		6	3	3	
Violation of Road and Driving Laws		147	147	147		
Traffic and Motor Vehicle Laws		17	17	13	3	
All other Offenses		4				4
Total Part II Classes	21	171	180	171	14	5
Grand Total	28	171	191	175	15	7

In this Annual Return of Persons Charged the following Classification of Offenses were omitted because there were no persons charged: Criminal Homicide—murder, non-negligent manslaughter, manslaughter by negligence; Robbery; Aggravated Assaults; Auto Theft; Forgery; Weapons, carrying, possession; Prostitution; Offenss Against Family; Narcotic Drug Laws; Liquor Laws; Vagrancy; Gambling.



Highways and New Construction

Appropriated \$67,232.40

Expended \$68,518.42

Public Works Department

Expended \$52,196.08

This Department's primary concern is the maintenance of all Town streets and roads, but as the title indicates many other functions are performed. The department is responsible for the parks, sidewalks, dump, trees, bridge maintenance and many other duties.

The Highway Department has six full time employees and additional personnel as may be needed, and is responsible for the care and maintenance of four trucks, one grader and one front end loader, plus other equipment. The equipment was maintained in good operating condition throughout the year with little or no down time. The department forces do most of the repair work and all the maintenance work, such as greasing, oiling, tire repairing, etc. This work is done in the Town Garage where good tools and equipment are available.

The past winter all 40 miles of streets and roads and the parking lots were plowed, sanded and salted as needed. Snow was removed from Main Street as needed after each storm and other streets where hazardous conditions existed due to the accumulation of snow or because of drainage. All sidewalks were plowed and sanded as needed.

Approximately five miles of streets and part of one rural road was surface treated with asphalt this year. Other streets were patched as needed with asphalt cold patch from the stock pile that is mixed by the Department. All rural graveled roads were chlorided, graded, graveled as needed and maintained in good condition through the year. Several old culverts were replaced with asphalt coated corrugated metal culverts for longer life and improved drainage. Culverts are now replaced several feet lower than in the past to protect them from frost, plows and graders.

A new asphalt sidewalk was constructed on Winter Street, a strip on Elm Street and part of Summer Street. Other walks were repaired where sections were dangerous to the walking public. A section of sidewalk on Prospect Street was lowered and rebuilt for two driveway entrances that vehicles could not previously pass over.

The Department stripped the gravel pit with the assistance of hired equipment. Sand was stored for the re-surfacing of streets and approximately 2500 yards were stored with salt or chloride added for winter use. Approximately 1100 yards of gravel was used to improve certain sections of the gravelled roads.

The Highway Department forces constructed several catch basins and manholes in the sewer system to aid in maintenance. All catch basins were cleaned during the year as needed.

The Town Garage was heated, lighted and maintained as was necessary.

The Mechanic Street covered bridge got a face lifting this year. The approaches were repaired and painted and other repair work was done. Paint was purchased to paint the bridge roof but weather conditions prevented its use. The project will be completed in 1962.

Town Road Aid

Expended \$757.40

Each year the Town appropriates a determined sum of money for the T.R.A. program and the State contributes an amount approximately seven times that of the Town. The program is designed for reconstruction and betterment of Class 4 and 5 highways. This year the State contribution was \$5,049.33, making available \$5,806.73 for this program. The project undertaken this year was rebuilding Reed Road. Approximately one-half of the work was completed, the remainder will be done in 1962. The work began at the junction of U. S. Route 2 and proceeded approximately 2000 feet west on the road. This section was widened, gravel filled and the grade raised in two low areas for improved vision. Curves were lessened and new and improved drainage installed. The widening accounted for the greater expense because of stone walls, ledge and several trees. Some of the materials from the banks were re-used in the low areas. This project has greatly improved travel, vision, plowing and reduced maintenance.

Reconstruction of a section of Reed Road



Beginning of construction



After reconstruction (near completion)

Street Lighting**Expended \$11,103.15**

This expenditure included the cost of normal street lighting and \$250.00 for the Christmas lighting program carried on by the Lancaster Chamber of Commerce.

Sewer Construction**Expended \$4,461.79**

A section of the Summer Street sewer, approximately 300 feet, and a section on Wesson Street were re-constructed. The Portland Street sewer was extended 650 feet to serve a new housing development now under way. All the work was done by Town personnel except trenching. This account was over-expended \$2,961.79 due to the Summer Street and Portland Street projects, that were not anticipated. Authorization to exceed the account was received from the Lancaster Budget Committee and State Tax Commission to complete the work.



Front end loader purchased in 1961

Public Welfare

Appropriation \$9,600.00

Expended \$11,570.20

Town Welfare

Expended \$3,539.06

The Town Welfare program is administered by the Overseer of Public Welfare and financed locally, for persons who become poor and need financial assistance that can qualify. There were 11 cases during 1961, including 17 adults and 21 children. There were three hospital cases that resulted in the largest single portion of the expenditure. The Town cares for and the parent contributes to the support of two minor children in a foster home. A credit of \$1,441.02 was received through reimbursement of recipients, making the net cost to the Town \$2,098.04. Improved unemployment laws and employee benefits have attributed greatly in keeping the cost of welfare to a minimum. Government surplus foods are distributed through this office and are available to qualifying persons. A person does not need to be on Welfare to qualify under this program.

State Welfare Assistance

Expended \$8,031.14

This program is administered by the State Department of Welfare and is financed jointly by Federal, State and local government. The expenditure is Lancaster's share to Lancaster persons over the age of 65 years eligible to receive Old Age Assistance and to persons totally and permanently disabled who need financial assistance.

PUBLIC WELFARE COSTS

1957 \$8,062.46

1958 \$7,929.70

1959 \$10,851.09

1960 \$9,369.33

1961 \$10,129.18



Patriotic Purposes

Appropriation \$100.00

Expended \$100.00

Memorial Day

Expended \$100.00

The Veterans of Foreign Wars conducted the colorful and appropriate Memorial Day services. The expenditure was for assistance to them in purchasing flags and wreaths to be placed on Veterans' graves and for the Parade Marshal and clergyman.



Parks and Recreation

Appropriated \$2,750.00

Expended \$2,677.24

Parks Maintenance

Expended \$ 677.24

The Town paid the maintenance costs of all the parks except Cross Park which is paid from the Colonel Cross Trust Fund with the Town performing the work. Maintenance included mowing of the grass, mulching leaves and furnishing flowers and benches. Several tree stumps were removed from the park and the holes filled and seeded. Many local people and several visitors enjoy the use of these parks.

Swimming Pool

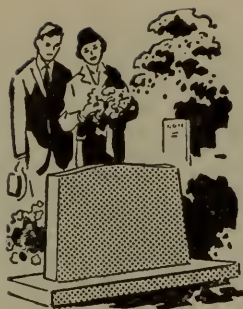
Expended \$1,200.00

This expenditure assisted in the operation of the Swimming Pool and the purchase of baskets for use of participants while at the pool. A full report of the pool's operation will be found in the report of the Col. F. L. Town Spending Committee.

Band Concerts

Expended \$800.00

This amount provided free band concerts during the summer. The expenditure included costs for musicians, public address system, electricity and minor expenses for telephone, postage or bank service charges.



Municipal Cemeteries

Appropriated \$2,500.00

Expended \$2,500 00

The expenditure represents the amount the Town raised for the maintenance of Municipal Cemeteries, the remainder of the cost comes from Trust Funds, left the Town. The cemeteries include Summer Street, Main Street, and No. 10 on the Martin Meadow Pond Road. The following is the financial report of the cemeteries:

Balance on Hand January 1, 1961		\$ 236.64
Income for Year:		
Town Appropriation	\$2,500.00	
Income from Trust Funds	6,326.71	
Burials	1,639.00	
Care of Lots	1,294.00	
Sale of Lots	806.00	
	<hr/>	12,565.71
		<hr/>
		\$12,802.35
Less: Operating Expenses		
Labor	\$7,514.90	
Payroll Taxes	196.70	
Equipment Repairs	127.83	
Water Rents	36.95	
Supplies	372.95	
Flowers & Plants	153.50	
Equipment & Equipment Rental	812.16	
Lot Development & Grounds Improvement	2,827.45	
	<hr/>	12,042.44
		<hr/>
Balance on Hand December 31, 1961		\$ 759.91



Weeks Memorial Library

Appropriated \$6,158.00

Expended \$6,158.00

The Town appropriated this sum for the operation of the Weeks Memorial Library. Included in the expenditure are the salaries of the Librarians, Books, Supplies and expenses of the building. The salary for the Children's Librarian is given by the Col. Town Spending Committee. Following are the reports of the Librarians and the Treasurer.

LIBRARIAN'S REPORT—1961

The library continues to show a steady increase in its book circulation as it has for the past several years. Also there were 148 new borrowers registered for 1961. Since the Lancaster library is one of only 26 of New Hampshire's public libraries, 231 in all, which is open to the public daily, we feel that the people of Lancaster are offered a splendid opportunity to use the facilities offered by the library.

Because of the increase in circulation and the ever rising cost of books, our book budget continues to increase accordingly. Of the 390 new books purchased this year, about fifty percent of them were in the non-fiction and reference categories. It is gratifying to note that there is an ever increasing demand for more books in the non-fiction field.

The library continues to borrow a great many books from the bookmobile and the state library at Concord.

There were no new improvements undertaken in the library during 1961. The only major purchase was a new typewriter for the office.

BARBARA G. MILLER
Librarian

Sinclair Weeks
Raymond F. Linscott
Ethel McCarten
Board of Trustees

JUVENILE DEPARTMENT LIBRARY REPORT—1961

The increase in circulation and number of registered borrowers for the year, showed a continued demand for books for the "beginning to read" group. Many of the "I can read myself" books were popular for this class.

Books acquired this year varied greatly in subject matter and age level. A few were favorites replacing or supplementing old copies. The ever present demand for mysteries, animal, and career stories as well as those of a more informative and scientific nature, was met.

Large classroom collections were borrowed by the teachers to supplement material being studied, and also to reach bus pupils who no longer have library privileges during school hours.

The children's library offers your children a library which is attractive and easy to use. It's your library and your inspection is invited.

ELIZABETH CURRIE
Librarian

Sinclair Weeks
Raymond F. Linscott
Ethel McCarten
Board of Trustees

TREASURER'S REPORT

Year Ending December 31, 1961

Receipts:

Balance on hand December 31, 1961	\$ 9.32
Received from:	
Col. Town Fund	850.00
Town of Lancaster	6,158.00
Trust Funds	811.19
Hastings bond	34.80
Hutchins fund	24.00
Fines	124.00
	<hr/>
Total Receipts	\$8,011.31

Expenditures:

Salaries	\$3,276.00
Substitutes	678.70
Water	25.00
Heat	581.63
Insurance	184.48
Supplies (office and janitor)	185.93
Lights and telephone	313.00
Maintenance	229.68
Social Security	113.74
Bank service charge	9.96
Books from Hutchins fund	24.00
Books---adult	1,275.54
Books---juvenile	750.44
Periodicals	233.00
New equipment	7.00
Dues	7.00

Total Expenditures \$7,895.10

Balance on check book \$ 116.21

RAYMOND F. LINSOTT
Treasurer



Health

Appropriated \$10,560.24

Expended \$10,667.06

The expenditure represents the Town's share of \$3,060.24 for Public Health Nursing, for salary, supplies, equipment and telephone. The Dental Clinic was carried on as usual, the Town paid \$200.00 to assist this program. A report of the Nursing program and that of the Dental Clinic appears below. The balance of the appropriation was used as follows: Assistance to the Weeks Memorial Hospital \$3,000.00, recording of Vital Statistics \$350.00, Sewer Maintenance \$1,253.02; Collection of Garbage once each week \$1,250.00; operation of the Town dump, with one part-time employee and other maintenance, \$1,353.80; and Health Officer's Salary \$200.00.

TREASURER'S REPORT—1961

Balance on hand, Jan. 1, 1960	\$ 443.27
Income:	
Town of Lancaster	\$3,060.24
School District	3,060.23
Patients' Fees	165.00
Department of Public Welfare	36.00
Miscellaneous	4.65
	\$6,769.39

Donated Items

Rent, heat and lights	\$ 638.00
Administration	539.00
Clerical Service	
Mr. Tenney	466 Hours
High School Students	823 Hours
Child Health Station	
American Legion	\$ 100.00

Col. Town Spending Committee	100.00
Laundry	25.00
State Health Department	55.00
Books	21.83

Expenditures

Salary, Regular Staff (net)	\$3,527.78
Internal Revenue	784.47
Town of Lancaster (FICA)	141.05
Retirement Fund	193.62
Blue Cross	53.40
Substitute Nurse (Vacation)	157.00
Substitute Nurse (Other)	100.00
Transportation	400.00
Telephone	183.80
Nat'l League for Nursing (Dues)	50.00
Equipment (Files)	15.00
Office Supplies	37.00
Postage	19.91
Nursing Supplies	39.23
Insurance, Health Center Contents	19.00
Workmen's Compensation	33.83
Treasurer's Bond	6.25
Public Relations (Advertising)	23.40
Honorarium for Secretarial Work	40.00
Bank Charges	5.18
Extra Travel (Mental Health Program)	83.86

\$5,913.78

Balance on Hand Dec. 31st

840.01

EDNA E. WHYTE
Treasurer

DENTAL HEALTH PROGRAM

The dental health services reaching the greatest number of children are those areas of teaching and promotion of dental health. Corrective work has been slow in getting started, however a substantial progress has been made. In addition to continuing the present program, it is hoped that some plan for pre-school services may be established.

At the fall clinic 136 children had dental examinations and flourine treatment.

Treasurer's Report

Receipts:

Balance on checking account, Jan. 1, 1961	\$210.14	
Town of Lancaster Appropriation	200.00	
		<hr/> \$410.14

Disbursements:

Equipment	\$ 38.00
Corrective Work	106.00
School Clinics	194.00
Miscellaneous	1.00

Total Disbursements 339.00

Balance on checking account, Dec. 31, 1961 \$ 71.14

JEAN J. HILLIARD, Treasurer

**ANNUAL REPORT OF THE PUBLIC HEALTH
NURSING SERVICE—1961**

Nursing service to the family is provided to the citizens of Lancaster through the generalized program. This covers health service to all age groups as well as bedside care.

Health Services

Health service nursing visits provide an opportunity for the nurse to visit the family for the promotion of optimum health, the prevention of disease and giving information about health and welfare resources.

Such visits give parents, having their first baby, an opportunity for a better understanding of how to include the care of him in the daily routine of the home. A demonstration of how to bathe and dress their infant, answer questions about their doctor's program for the baby, how to make the formula, the way in which their infant eats, and the guidance of the mother in her care are a few of the items covered by such a visit.

In this age when the incidence of communicable disease is low, there is a tendency to think the causes of these diseases are non-existent—this is not so. Improved sanitation, protected water and milk supplies and the protection of individuals through immunization are the controls for these diseases. The first two are under governmental controls; the third is dependent upon the people of the community. A health service visit by the nurse is an opportunity to help the family to understand how personal protection against smallpox, diphtheria, whooping cough, tetanus and polio prevent disease and to encourage them to obtain protection.

The family unit is the foundation of the community. When disaster comes to a family it is usually due to death, prolonged illness, unemployment or desertion. Resources for emergency funds and some type of planning help to keep a

family together. The nurse in giving service will not always carry out details, she will find emergency resources, explain to the family sources of help for an extended period and make the proper referrals. Few people know about such resources until they are needed or their knowledge is so vague that they are at a loss as how to proceed.

Health services to adults have covered such items as referral to the Sight Conservation Program under the State Department of Public Welfare; Vocational Rehabilitation under the Department of Education. These are examples of working with other agencies. Other health services include visits to discuss diet and medication and plans for caring for an elderly person in the home.

Health service for school children include home visits to discuss reasons for prolonged absences from school, health problems that are brought to light through the health examinations, observations of school personnel, and how best to manage these problems. Visits to the Health Center by pupils to discuss specific problems often provide an opportunity for incidental health teaching as well as care of the specific problems.

The planned school Health Program provides for health evaluation for four grades and all pupils in athletic programs, scheduled conferences with teachers and care of emergency illness and accidents.

Mental Health Service

Effort has been made to increase mental health service through a study of needs and how best to supply such services. In no sense does this imply a departmentalization or separation of one's mental health from the total person. It is a specialized service just as dental, heart or orthopedic areas are. Special problems are considered in terms of each person's needs.

In attempting to assess needs and ways of meeting them, a steering committee representative of the community was formed. This committee has met several times and will continue to work.

Specific services include conferences with parents to discuss the symptoms of emotional disturbance shown by their child and how to meet the problem. Whether a child should be referred to the Child Guidance Clinic depends upon what the parents wish to do, once they understand the need, and the recommendation of their family physician. At present, Child Guidance Clinics are being held the second Thursday each month. This provides twelve clinics a year where six

were being held. Visits for four children and their parents are scheduled. Whether this will meet the needs of the northern part of the State remains to be seen. The work of the past year has been most rewarding. In most instances, parents have welcomed an opportunity to discuss their child's symptoms of emotional disturbance; cooperation of teachers and school administration has made the work more beneficial to the child; and now parents are telling others about their experiences. It is too early to talk about "cures" but there have been improvements in children seen at the clinic, in that they are better able to handle their emotions and the parents are able to help because they understand.

Here is a sample of some of the clues showing that Johnny has a special problem. Tests show that he is a bright youngster, yet he is unable to read in his group, he seldom completes his papers, he may pass them in or the teacher may find a collection of missing ones in his desk. Much of the time Johnny sits slumped in his seat with a sad look in his eyes. On the playground he may join the group in games, but doesn't stay long. Often he punches or pokes other children and often is unruly at times. Much of the time he looks unhappy. He appears to be healthy and his school health record shows there are no physical disorders. School attendance is regular. Johnny is in needs of help—it is such help that is received through the Child Guidance Clinic.

Child Health Station

Each month on the third Friday, from 1:30 to 3:00 P. M. the Child Health Station is in session. A physician is present and members of the American Legion Auxiliary act as assistants. Mrs. Leonard James, Mrs. William McCarten, Mrs. Agnes McDonough, Mrs. Joseph W. Ogle, Mrs. Elmer Dickey and Mrs. Arthur Sherman have given generously of their time and interest to assist with the work of each station. One station was cancelled because of an epidemic.

Number of Child Health Stations held	11
Total attendance	190
D. P. T. Immunizations	176
Polio Immunizations	188

In addition to receiving immunizations, the babies are examined by the physician, the mother has an opportunity to discuss any problems, she is referred to the family physician for any specific problems or special services may be explained.

For the second time within ten years, The American Legion Mahaney-Brisson Post of the Department of New Hampshire

received the "Special Citation" for "Most Outstanding Child Welfare Work" in New Hampshire. The first citation was received in 1953-1954. This health service is sponsored by the American Legion with assistance from the Col. Town Spending Committee.

Bedside Care

Bedside nursing care visits provide an extension of care given in the hospital or treatments required as a result of the doctor's visit. Such nursing visits include giving care to a person confined to bed, the management of food, rest and diversion, and the giving of medications. Instructing a member of the family in giving care between nursing visits provides for continuous care.

Plans For The Coming Year

Is there more to be done?—Yes! It is our hope to increase health service to preschool children through the Child Health Station, to promote a preschool dental clinic, to continue work in the mental health area and make an attempt to assess the needs of the senior citizen with plans to meet those needs.

In thinking of all those who have contributed to the past year's work, I wish to express my thanks to the members of the Public Health Nursing Committee, the Medical Advisory Committee, the School Administration and all school personnel, and the Nursing Bureau of the State Health Department. Without their assistance, guidance and support the achievements of this year would not have been possible.

Visits Giving Health Services

New-born	17
Infant 1 mo. - 1 yr.	16
Maternity Services:	
Antipartal	2
Postpartal	17
Pre-school	129
Adults under 65	146
Bedside Care	177
State Health Department Services Referrals	
Orthopedic Clinic	10
Cardiac Clinic	3
Pediatric Clinic	3
State Department of Welfare	
Sight Conservation	2
	<hr/>
Total	522

M. OLIVE CUMMINGS, R. N.
Public Health Nurse

Payment on Principal of Debt

Appropriated \$13,139.41

Expended \$13,139.41

The 1961 payment on the Town's debt was \$13,139.41. Of this amount \$3,850.00 was received from the State for the Main Street Reconstruction note. One new note of \$9,000.00 was issued this year to purchase new equipment. The balance on the Town's notes as of December 31st, 1961 was \$19,538.04, and of the balance \$469.02 will be received from the State to help retire the Main Street Reconstruction Note. A detail of the notes appears on the following page.

Interest

Appropriated \$2,462.00

Expended \$2,730.60

Long Term Notes

Expended \$ 962.00

The expenditure includes the interest on all long term notes as it appears in the schedule on the following page. The entire interest cost is paid by the Town, including the Main Street note.

Temporary Loans

Expended \$1,768.60

This expenditure paid the interest on the monies borrowed in anticipation of tax receipts. The amount borrowed depends on how soon the tax money is received. Early payment on taxes could eliminate this borrowing. The over-expenditure here resulted from late tax receipts, higher interest rate and because of having to borrow more each year. This year it was necessary to borrow \$115,000.00 and payment was not until the first of December.

STATEMENT OF LONG TERM INDEBTEDNESS, SHOWING ANNUAL
MATURITIES OF PRINCIPAL AND INTEREST

As of December 31, 1961

	T. R. A.		Bridge		Bridge		Equipment
	Construction	Highway	Construction	Construction	Construction	Equipment	
	(No. Rd. No. 1)	(No. Rd. No. 1)	(No. Rd. No. 1)	(No. Rd. No. 2)	(No. Rd. No. 2)		
Amount of Issue	\$50,000.00	\$6,500.00	\$8,000.00	\$8,300.00	\$9,000.00		
Date of Issue	Oct. 1, 1956	June 13, 1958	June 13, 1958	Sept. 15, 1959	May 1, 1961		
Principal Payable Date	Oct. 1	June 12	June 12	Sept. 15	May 1		
Interest Payable Dates	Apr. 1 & Oct. 1	June 12 & Dec. 12	June 12 & Dec. 12	Mar. 15 & Sept. 15	May 1 & Nov. 1		
Payable At	Siwooganock Guar. Savings Bank	Lancaster National Bank	Lancaster National Bank	Lancaster National Bank	Lancaster National Bank		
Maturities							
Yr. Ending	Principal Interest	Principal Interest	Principal Interest	Principal Interest	Principal Interest	Principal Interest	Principal Interest
Dec. 31	\$938.04	\$28.14	\$2,000.00	\$35.00	\$2,100.00	\$3,000.00	\$262.50
1962		\$1,000.00	\$105.00		\$143.50		
1963		1,000.00	70.00		2,000.00		
1964		1,000.00	35.00		70.00		
1965		500.00	8.75				
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	\$938.04	\$28.14	\$2,000.00	\$85.00	\$4,100.00	\$9,000.00	\$472.50

Unclassified

Appropriated \$5,000.57

Expended \$4,931.88

Advertising

Expended \$2,402.11

The Information Booth received \$1,000.00 for its 1961 operation. Mr. and Mrs. Fred A. Sheridan, Attendants at the Booth, report that 1961 was a very pleasant season for them during which they met some very delightful people, who seemed to be very appreciative of Lancaster and what we had to offer them in the way of entertainment. During the season 2418 cars stopped and 7,488 people called at the Booth for information.

A decrease in the travel on U. S. Route 3 was noted this year but during the last two years there has been a marked increase in travel on U. S. Route 2, coming from Ontario and the Middle West. Ontario would seem a particularly good place to send an extra supply of the Town Folders as Route 2 is the direct route from that province to the Maritimes and the Maine beaches.

Since Town Folders have been sent to various Canadian cities the individual request for information has increased each year.

The White Mountains Region Association received \$657.57 of the expenditure representing the Town's share to help support the organization. The Association is supported by the Towns in the region, by private and business people and by the State Planning & Development Commission. The Association through its Executive Secretary does promotional work of the region, by distribution of literature, guide shows and by the Secretary attending shows throughout the East, besides distributing promotional material throughout the United States and Canada. The Association continued their work in the field of Commerce and Vacation Travel, Manufacturing and Crafts, Agriculture and Natural Resources. Additional information may be obtained by contacting the White Mountains Regional Office at 5 Middle St., Lancaster.

The Committee for the Bi-Centennial Celebration requested \$500.00 that was approved and subsequently deposited in the Savings Account for use by the Committee. The Committee held several planning meetings during the year.

Damage and Legal Expense

Expended \$449.05

The expenditure represents the costs for legal services in connection with the Town and for the Town Council's fees.

Social Security and Retirement

Expended \$2,080.72

This account paid the Town's share of Social Security of 3% of the gross earnings of the employees.

Each employee is eligible to join the State Employees' Retirement System. Two employees this year are members and the Town share is included in the expenditures.



Schools

The Town Treasurer transferred \$163,828.04 to the School Department during the year. Of this amount, \$93,828.04 represented the balance of the 1960-1961 school appropriation, which has been carried forward as of January 1, 1961. Complete details on the operation of Lancaster's school system may be found in the accompanying school report.

County Tax

The Town appropriated and turned over to the County Treasurer a total of \$17,152.77. This represents Lancaster's share of the operation of the County Government. Copies of the County Report may be obtained at the Town Office.

Reserve Funds

The fund was established to exchange the heavy equipment without having to borrow money on long term notes. The principal and interest of the account as of December 31st, 1960 was \$3,273.82. During the year \$3,000.00 was withdrawn to use towards the purchase of a new front end loader.

Report of Trust Funds

For the Year Ending December 31, 1961

Cash on hand December 31, 1960 \$ 560.31

Receipts

Income from Investments	\$8,586.32	
Withdrawn from Town Capital Reserve Fund	3,000.00	
	<hr/>	11,586.32
		<hr/>
		\$12,146.63

Expenditures

Summer Street Cemetery	\$5,923.94	
Rev. Leo P. Gilbert	507.09	
Town of Lancaster—Care of Cross Lot	150.00	
Treasurer, Weeks Memorial Library	872.09	
Treasurer, Lancaster School District	95.83	
Treasurer, Emmons S. Smith Fund	978.58	
Mrs. Glenn S. Sheridan—Historical Trust	36.48	
Federal Reserve Bank—Exchange of Bonds—Denison Trust	17.10	
Town of Lancaster—Town Capital Reserve Fund	3,000.00	
	<hr/>	11,581.11
		<hr/>
Cash on hand December 31, 1961		\$ 565.52

ASSETS

Deposits

Cheshire County Savings Bank, Keene, N. H.	\$ 2,000.00	
Siwooganock Guaranty Savings Bank, Lancaster, N. H.	56,284.20	
Lancaster National Bank, Lancaster, N. H.	565.52	
	<hr/>	\$58,849.72

Bonds

10,000. U. S. Savings Bonds Ser. "G"		
2½% due 9-1-63	\$10,000.00	
3,000. U. S. Treasury Bonds		
2½% due 12-15-68	3,000.00	
5,000. U. S. Treasury Bonds		
2½% due 6-15-69	5,000.00	
1,000. U. S. Treasury Bonds		
2½% due 12-15-69	1,000.00	

3,500. U. S. Treasury Bonds		
2½% due 6-15-72	3,500.00	
9,500. U. S. Treasury Bonds		
3½% due 11-15-80	9,750.13	
2,000. Niagara Mohawk Power Co.		
4½% due 11-1-91	2,015.00	
	-----	34,265.13

Stocks

10 shs. Central Maine Power Co.		
3.50% Pfd.	\$ 957.50	
327 shs. Chase Manhattan Bank, N. Y.	9,239.17	
110 shs. Consumers Power Co.		
Common	8,876.30	
82 shs. Continental Ill. Nat. Bank and		
Trust Co., Chicago	5,353.96	
1587 shs. Eaton & Howard Balanced		
Fund	8,154.14	
1792 shs. Fidelity Fund, Inc.	7,087.46	
184 shs. First Nat. Bank, Boston	6,798.12	
38 shs. First Nat. City Bank, N. Y.	1,650.35	
110 shs. Home Insurance Co.	4,287.50	
7 shs. Lancaster National Bank,		
Lancaster, N. H.	875.00	
487 shs. Manufacturers Hanover Trust		
Co., New York	9,943.22	
60 shs. Morgan Guaranty Trust Co.		
New York	2,961.32	
1251 shs. National Investors Corp.	4,413.45	
764 shs. Nation Wide Securities Co., Inc.	7,677.23	
300 shs. New York State Gas & Electric		
Co. Common	12,870.75	
100 shs. Pacific Gas & Electric Co.		
5% 1st Pfd.	2,587.50	
35 shs. Public Service Co. of N. H.		
3.35% Pfd.	3,290.00	
6 shs. Siwooganock Guaranty Savings		
Bank, Lancaster, N. H.	600.00	
	-----	97,622.97

Total Assets		\$190,737.82

Liabilities

Cemetery Trust—Principal	\$ 81,748.79
Cemetery Trust—Unexpended Income	1,258.58
Helen Wilder Cross Dennison Trust—Principal	2,631.57
Helen Wilder Cross Dennison Trust—	
Unexpended Income	1,065.52

George M. Stevens Trust—Principal	60,113.61
Library Trust—Principal	10,735.35
School Trust—Principal	2,153.95
Emmons S. Smith Trust—Principal	14,800.25
Historical Trust—Principal	1,000.00
James L. Dow Tree Fund—Principal	5,000.00
Capital Reserve Funds—	
Town of Lancaster—Principal	283.47
Lancaster Fire Precinct—Principal	9,946.73
	<hr/>
Total Liabilities	\$190,737.82

TRUST FUND RECORD

Cemetery Trust

Principal, December 31, 1960	\$71,321.91	
Unexpended Income, December 31, 1960	1,258.58	
	<hr/>	\$72,580.49
Receipts		
New Trust Funds	\$ 3,350.00	
Income from Investments	3,437.48	
Profit on sale of securities	7,076.88	
	<hr/>	13,864.36
		<hr/>
		\$86,444.85
Expenditures		
Summer Street Cemetery	\$ 2,930.39	
Rev. Leo P. Gilbert	507.09	
	<hr/>	3,437.48
		<hr/>
		\$83,007.37
Principal, December 31, 1961	\$81,748.79	
Unexpended Income, Dec. 31, 1961	1,258.58	
	<hr/>	\$83,007.37

Helen Wilder Cross Dennison Trust

Principal, December 31, 1960	\$ 2,631.57	
Unexpended Income, Dec. 31, 1960	1,060.31	
	<hr/>	3,691.88
Receipts		
Income from Investments		172.31
		<hr/>
		\$ 3,864.19
Expenditures		
Town of Lancaster—Care of Cross Park	\$ 150.00	

Federal Reserve Bank—Exchange of Bonds	17.10	
	<hr/>	167.10
		<hr/>
		\$ 3,697.09
Principal, December 31, 1961	\$ 2,631.57	
Unexpended Income, Dec. 31, 1961	1,065.52	
	<hr/>	\$ 3,697.09
George M Stevens Trust		
Principal, December 31 1960		\$53,745.21
Receipts		
Income from Investments	\$ 2,993.55	
Profit on sale of securities	6,368.40	
	<hr/>	9,361.95
		<hr/>
		\$63,107.16
Expenditures		
Summer Street Cemetery		2,993.55
		<hr/>
		\$60,113.61
Principal, December 31, 1961		\$60,113.61
Library Trust		
Luella Joslin Fund	\$1,000.00	
Laura Johnson Fund	2,864.73	
Jacob Benton Fund	250.62	
George M. Stevens Fund	5,000.00	
Annette Jeffers Fund	120.00	
Clara M. Kimball Fund	500.00	
Minerva S. Congdon Fund	1,000.00	
	<hr/>	10,735.35
Principal, December 31, 1960		\$10,735.35
Receipts		
Income from Investments		872.09
		<hr/>
		\$11,607.44
Expenditures		
Treasurer, Weeks Memorial Library		872.09
		<hr/>
		\$10,735.35
Principal, December 31, 1961		\$10,735.35
School Trust		
Chapin C. Brooks Fund		\$ 2,153.95
		<hr/>
Principal, December 31, 1960		\$ 2,153.95

Receipts	
Income from Investments	95.83
	<hr/>
	\$ 2,249.78
Expenditures	
Treasurer, Lancaster School District	95.83
	<hr/>
	\$ 2,153.95
Principal, December 31, 1961	\$ 2,153.95
Emmons S Smith Trust	
Principal, December 31, 1960	\$14,800.25
Receipts	
Income from Investments	978.58
	<hr/>
	\$15,778.83
Expenditures	
Treasurer, Emmons S. Smith Fund	978.58
	<hr/>
	\$14,800.25
Principal, December 31, 1961	\$14,800.25
Historical Trust	
K. B. Fletcher Fund	\$ 1,000.00
	<hr/>
Principal, December 31, 1960	\$ 1,000.00
Receipts	
Income from Investments	36.48
	<hr/>
	\$ 1,036.48
Expenditures	
Mrs. Glenn S. Sheridan	36.48
	<hr/>
	\$ 1,000.00
Principal, December 31, 1961	\$ 1,000.00
James L. Dow Tree Fund	
Principal, December 31, 1960	0
Receipts	
Estate of James L. Dow	\$ 5,000.00
Expenditures	
	0
	<hr/>
	\$ 5,000.00
Principal, December 31, 1961	\$ 5,000.00
Capital Reserve Fund — Town of Lancaster	
Principal, December 31, 1960	\$ 3,273.82

Receipts		
Income from Investment		9.65
		<hr/>
		\$ 3,283.47
Expenditures		
Town of Lancaster		3,000.00
		<hr/>
		\$ 283.47
Principal, December 31, 1961		\$ 283.47
Capital Reserve Fund — Lancaster Fire Precinct		
Principal, December 31, 1960		\$ 7,227.19
Receipts		
Income from Investments	\$ 219.54	
Lancaster Fire Precinct	2,500.00	
	<hr/>	2,719.54
		<hr/>
		\$ 9,946.73
Expenditures		
		0
		<hr/>
		\$ 9,946.73
Principal, December 31, 1961		\$ 9,946.73

Respectfully submitted,
 SINCLAIR WEEKS
 DAN O'BRIEN
 R. W. McCAIG
 Trustees of Trust Funds
 Town of Lancaster, N. H.

Col. F. L. Town Trust Fund

For the Year Ending December 31, 1961

Investments, Dec. 31, 1960		\$517,174.26
Income from Investments		32,448.41
Profits on Securities Sold (Net)		124,174.66
		<hr/>
		\$673,797.33
Paid to Col. Town Spending Comm.	\$ 32,155.39	
Administration Expenses	293.02	
Investments, Dec. 31, 1961	641,348.92	
		<hr/>
		\$673,797.33
Original Trust Fund—1926		\$335,022.50
Profits		324,578.13
		<hr/>
		\$659,600.63
Losses		18,251.71
		<hr/>
		\$641,348.92

Respectfully submitted,

D. A. SULLIVAN

Treasurer

INVESTMENTS AS OF DECEMBER 31, 1961

Deposits

Siwooganock Guaranty Savings Bank, Lancaster, N. H.		\$6,237.73
--	--	------------

Bonds

8,000. U. S. Treasury Notes 2-5/8% due 2-15-63	\$ 7,883.75
25,000. U. S. Treasury Notes 4-7/8% due 11-15-64	25,000.00
16,000. U. S. Treasury Bonds 2½% due 6-15-69	16,000.00
8,000. U. S. Treasury Bonds 2½% due 3-15-71	8,000.00
7,500. U. S. Treasury Bonds 3-7/8% due 11-15-74	7,500.00
23,000. U. S. Treasury Bonds 3½% due 2-15-90	23,000.00
20,000. U. S. Treasury Bonds 3½% due 11-15-98	20,000.00
25,000. American Tel. & Tel. Co. 5% due 11-1-83	25,000.00
20,000. Boston Edison Co. 5-1/4% due 10-1-89	20,000.00

25,000.	Consolidated Edison Co. of N. Y.	
	5-1/4% due 12-1-89	25,000.00
20,000.	Duke Power Company	
	5-1/8% due 2-1-90	20,000.00
15,000.	Federal Nat. Mortgage Assoc.	
	4-1/8% due 9-10-70	15,000.00
20,000.	Pacific Tel. & Tel. Co.	
	5-1/8% due 8-1-80	20,160.87
15,000.	Philidelphia Electric Co.	
	5% due 10-1-89	15,000.00
20,000.	Southern Cal. Edison Co.	
	4-3/4% due 7-1-82	20,236.18
		<hr/> 267,780.80

Stocks

100 shs.	Central Maine Power Co.	
	3.50% Cum. Pfd.	\$ 9,575.00
385 shs.	Central-Penn. National Bank, Philadelphia	15,662.50
50 shs.	Consumers Power Co.	
	\$4.50 Cum. Pfd.	4,331.25
200 shs.	Consumers Power Co.	
	Common	14,542.46
600 shs.	Continental Ill. National Bank and Trust Co., Chicago	23,250.00
400 shs.	Duquesne Light Co., Common	11,859.62
3292 shs.	Eaton & Howard Balanced Fund	17,217.46
150 shs.	Fed. Nat. Mortgage Assoc.	11,858.48
750 shs.	Fidelity Philadelphia Trust Co., Philadelphia	21,813.00
463 shs.	First Nat. Bank, Boston	16,647.96
381 shs.	First Nat. City Bank, N. Y.	16,893.44
1292 shs.	First Penn. Banking & Trust Co., Philadelphia	21,087.79
800 shs.	Great American Insurance Co.	16,125.00
461.37 shs.	Investors Selective Fund, Inc.	4,972.37
1379 shs.	Manufacturers Hanover Trust Co., New York	27,840.49
300 shs.	Morgan Guaranty Trust Co., New York	13,350.00
1256 shs.	Nation Wide Securities Co., Inc.	16,507.78
300 shs.	Ohio Edison Co., Common	13,926.00
612 shs.	Pittsburgh National Bank, Pittsburgh, Pa.	7,960.31

150 shs. Public Service Co. of N. H.		
3.35% Cum. Pfd.	14,400.00	
300 shs. Southern Cal. Edison Co.		
Common	23,853.22	
300 shs. Union Electric Co., Common	14,441.07	
300 shs. Wisc. Electric Power Co.		
Common	14,667.19	
400 shs. Wisc. Public Service Co.		
Common	14,548.00	
	<hr/>	367,330.39
		<hr/>
Total Investments		\$641,348.92



Col. F. L. Town Spending Committee

SECRETARY'S REPORT

To Dr. James A. Ferguson, Chairman
Col. Town Spending Committee:

The Col. Town Spending Committee is comprised of the following members: Dr. James A. Ferguson, Mrs. Margaret Guilmette, Attorney Robert Rich, Mr. George E. Hunter, Jr., Mr. Charles Bennett, Mrs. Grace Lee, Mrs. Ardis C. Paine, Mr. Arthur Drake and Mrs. Nathalie B. Wheeler. Mr. Clinton L. White did not file for re-election and Mrs. Ardis C. Paine was elected to fill the vacancy.

Officers elected at the meeting of March 23, 1961 were: Chairman, Dr. J. A. Ferguson; Treasurer, Mrs. Margaret Guilmette; Secretary, Mrs. Nathalie Wheeler.

The following committees were appointed by the Chairman:

House Committee: Mrs. Margaret Guilmette, Chr., Charles Bennett, Mrs. Grace Lee.

Camp Committee: George E. Hunter, Jr., Chr., Mrs. Ardis Paine, Robert Rich.

Field Committee: Arthur Drake, Chr., Dr. J. A. Ferguson, Mrs. Nathalie Wheeler.

Scholarship Committee: Robert Rich, Chr., George E. Hunter, Jr., Robert Snell.

The usual requests for financial assistance to organizations sponsoring local projects were received during the year and reports from these organizations were submitted, giving details of the use of funds appropriated in the previous year. Among appropriations made were funds toward the operation of the skating rink; Juvenile Library; Playground; Lancaster Child Health Station; funds to the Mt. Prospect

Ski Club, to provide professional Ski instruction; to the B. D. Weeks Memorial Hospital, for the purchase of linens; and to the Lancaster Girls' and Boys' Scouts program. The sum of \$540 was appropriated for school prizes to be awarded at graduation for achievement to outstanding students. Complete list of appropriations may be found in the Treasurer's Report.

A Pops Concert by the Harry van Haam Ensemble was presented under the sponsorship of the Ladies' Auxiliary of the Weeks Memorial Hospital.

Members of the committee wish to express appreciation to Mr. Clinton L. White who served twelve years as a member of the group. His sincere interest and thoughtful suggestions were very much appreciated.

The custom of placing fresh flowers on the Col. Town Lot was continued during the summer months and these were replaced by a winter wreath in the fall.

The facilities of the Community House, Field and Camp continue to be used by an increasing number of people. The excellent summer program for the young people has attracted more participants each year and the Col. Town Community Camp is increasingly popular for family and group recreation.

The Committee is pleased to express their gratitude to Supt. and Matron, Mr. and Mrs. Robert Snell and their co-workers for their cordial cooperation, efficiency and friendly service in their relationship to the committee and to the community.

NATHALIE B. WHEELER
Secretary

TREASURER'S REPORT Year Ended December 31, 1961

Receipts	
Balance on hand Jan. 1, 1961	\$14,141.53
Col. F. L. Town Trust	32,155.39
House	537.93
Community Camp	301.85
Town of Lancaster—Swimming Pool	1,200.00
Swimming Pool	1,520.35
Lancaster Red Cross—Pool	100.00
Refund from State on gas	12.11
Total Receipts	\$49,969.16

Disbursements

Appropriations:

Mt. Prospect Ski Club	\$ 925.00
Lancaster 4-H Safety Club	35.00
Lancaster High School—Prizes	540.00
Harry van Haam—concert and advertising	153.45
Flowers for Town lot	84.50
Soccer Committee	20.00
Weeks Mem'l Library—Juvenile	850.00
Timer for games	498.00
Kiwanis—Playground	160.00
Lancaster Girl Scouts	150.00
Kiwanis—Skating rink	900.00
Lancaster Boy Scouts	150.00
Weeks Mem'l Hospital—Linens	700.00
Summer recreation program:	
Salary of instructor	660.00
Equipment	434.15
Total Appropriations	\$ 6,260.10

House:

Fuel	\$1,540.80
Telephone & Lights	928.98
Salaries	8,601.80
Repairs—New roof, plumb- ing, screens, etc.	1,733.92
New equipment—stove, vacuum cleaners, shades	287.76
Supplies—bowling, soaps, powders, sprays, rope, brooms, paint, gym finish, screening, etc.	601.72
Total House	\$13,694.98

Field:

Salaries	\$1,515.00
Repairs on mower	46.15
Gas, weed killer, bolts, etc.	167.38
Total Field	\$ 1,728.53

Community Camp:

New grill—wiring, cement, wood and labor	\$2,035.63
Salary of caretakers	1,200.00
Repairs—plumbing, etc.	167.34

Supplies—kerosene, soap, screening, tissues, etc.	80.25	
Telephone & Lights	197.76	
Painting signs	40.00	
		<hr/>
Total Community Camp		\$ 3,720.98
Swimming Pool:		
Salaries of instructors	\$2,250.00	
Bleach	47.64	
Tickets	11.35	
Electricity	184.67	
Dicalite	70.00	
Gauges, valves, elements	463.05	
Baskets	718.91	
Paint	319.40	
Supplies—First Aid Kit, soaps, tissues, aerosol, etc.	64.28	
Materials—lumber, etc.	165.54	
Shutters	20.35	
Repairs	255.84	
		<hr/>
Total Swimming Pool		\$ 4,571.03
Miscellaneous:		
Water rent	\$ 147.00	
Insurance	1,683.65	
Subscription to paper, tax return, records, postage, gifts	153.55	
S. S. & pension—our share	1,021.98	
		<hr/>
Total Miscellaneous		\$ 3,006.18
		<hr/>
Total Disbursements		\$32,981.80
Balance on check book, Jan. 1, 1962		16,987.36
		<hr/>
Total		\$49,969.16

Respectfully submitted,
MARGARET P. GUILMETTE
Treasurer

**COL. TOWN SCHOLARSHIP FUND
1961**

Balance Jan. 1, 1961, Siwooganock Savings Bank	\$ 1,376.45
Interest to Jan. 1, 1962	46.56
Payments on Loans	255.00

Total	\$ 1,678.01
Loans Granted (3)	600.00

Balance Jan. 1, 1962	\$ 1,078.01

ROBERT C. RICH
Chairman

Superintendent's Report

This past year has been a very active one in all departments of the various Col. Town facilities.

A new record was established at the Community Camp for the number of people visiting and enjoying this very popular facility.

The activities held on the Field as a whole were greatly increased over the previous year.

The High School Soccer team became State Champions using our ideal Soccer field as their working base.

The Community House has had an unusually busy year with the large quantity of varied activities taking place there.

At the Swimming Pool we established a record in the number of students who completed their courses, as related to the total registration.

During last year a major repair became necessary at the Community House. The roof over the main hall had to be renewed. The old roof lasted for many years and we hope the new one proves to be as durable.

Some of the rooms in the Community House were repainted last summer and we plan to repaint more of them this year, during the summer months. We plan to get new rugs for the front hallways as the old ones have worn thin in several places.

The parking lot was resurfaced again last year by the Town Highway Department, and we now have a very good parking place for the convenience of people attending functions held at the Community House and Field.

The outside of the Community House was painted in 1957 and should be repainted again next summer.

Each summer over the past several years, we have graded and seeded several of the low areas on the Community Field, so that now the field is reasonably level.

The grandstand needed no repairs this past year, however, it should be repainted next summer. The building at the Swimming Pool also will be repainted next summer.

Little League baseball for the boys 8-12 years had four teams in uniform and each played twelve games during the season. There were several all-star games played with other communities. We had one team of 13-14 year olds in the Pony League and one team in the Babe Ruth League. These two teams played a total of seventeen games during the season. Tennis lessons were given twice weekly to the young people as a part of our summer recreational program.

The Swimming Pool opened for the season on June 21st, 1961 when over 250 swimmers took advantage of the opening day free swim. There was a total class registration of 272, with 4330 total class attendance. One hundred and six young people received special awards at the end of the season, for passing skills in the Red Cross and Y.M.C.A. aquatic programs. Afternoon attendance was 7367 and evening attendance 1537. Total attendance for the season was 13,170. There were 334 children's season tickets sold and 85 adults bought tickets for the season.

Improvements at the Pool were 200 additional checking baskets, making a total of 240; the construction and installation of five 32 foot, two-seat bleachers on the deck and a complete set of new elements for the filter. The Pool, bath-house floors and part of the deck were repainted again last spring.

The building at the Swimming Pool should be enlarged to include one additional room for storage purposes, as various kinds of powders, blocks, chemicals and cleaning machines are essential to the operation of a modern Pool.

Heating units are available that are designed to change the water temperature enough to remove the chill, so that the swimmers would be more comfortable. We are investigating the possibility of the application of one of these to our Pool.

The Community Camp opened for its busiest and most successful season May 25th, 1961.

Several improvements were made at the Camp last year. The large grill in the center of the picnic area was completed. The road to the cabins was relocated and resurfaced and a new bridge built for the road between the two cabins.

The parking area around the new grill was graded and seeded. We plan to replank the other two bridges this next summer as they could become unsafe. New beds are needed for both cabins and we also hope to build new toilets for these camps this year.

As in all of our summer programs, July again was the busiest month at the Camp, with 2,359 people. There was a total of 7293 people who enjoyed the facilities of the Community Camp during the entire season.

The success of the Camp last summer was due in a large part to the conscientious efforts and interest demonstrated by our caretakers.

The Camp closed September 30th for the season.

We would like to express our appreciation to our staff for work well performed in all departments, to the Town Officials, the Col. Town Spending Committee, and the people of Lancaster for their cooperation throughout the year.

Respectfully submitted,
ROBERT J. SNELL
Superintendent

Report of Audit

The annual examination and audit of the accounts of the Town of Lancaster for the fiscal year ended December 31, 1961 was made by the Municipal Accounting Division of the State Tax Commission, in accordance with the vote of the Town. The complete report, referred to below is on file in the Town Office and available for inspection at any time.

SCOPE OF AUDIT

Included in the examination and audit were the accounts and records of The Board of Selectmen, Treasurer, Tax Collector, Town Clerk, Trustees of Trust Funds, Col. F. L. Town Fund, Weeks Memorial Library, Public Health Nurse, Dental Clinic, and Summer Street Cemetery.

COMPARATIVE STATEMENT OF APPROPRIATIONS AND EXPENDITURES

Comparative statements of appropriations and expenditures, estimated and actual revenues for the fiscal year ended December 31, 1961 are presented. As indicated by the budget summary a revenue surplus of \$2,614.27, plus a net unexpended balance of appropriations of \$1,357.51, resulted in a net budget surplus of \$3,971.78.

AUDIT PROCEDURE

The accounts and records of all town officials charged with the custody, receipt and disbursement of public funds were examined and audited. Vouchers and cancelled checks were compared with supporting invoices and payrolls as well as entries in the books of record. Receipts were checked by source insofar as possible and totals of receipts and expenditures verified. Book balances were verified by comparison with reconciled bank balances made from statements obtained from depository banks. Verification of uncollected taxes was made by mailing notices to delinquent taxpayers as indicated by the Collector's records. The amounts of uncollected and unredeemed taxes as indicated in this report are therefore subject to any changes which may be necessitated by the return of verification notices.

GENERAL COMMENTS

Current Surplus:

It is noted that the current surplus (excess of current assets over current liabilities) increased from \$14,942.35 to \$16,671.64 in 1961 as shown herewith:

	Dec. 31, 1960	Dec. 31, 1961
Total Assets	\$121,385.80	\$136,943.09
Less: Amount Due from State a/c State's Share of T.R.A. Notes	4,319.00	469.00
Current Assets	\$117,063.80	\$136,474.09
Current Liabilities	102,124.45	119,802.45
Current Surplus	\$ 14,942.35	\$ 16,671.64

CONCLUSION

The provisions of Chapter 184 of the Laws of 1955, require that this report or the summary of findings and recommendations (letter of transmittal) shall be published in the next annual report of the Town.

We extend our thanks to the officials of the Town of Lancaster for their assistance during the course of the audit.

Yours very truly,
HAROLD G. FOWLER,
Director

Division of Municipal Accounting
State Tax Commission

Norval D. Lessels
Hugh J. Cassidy
Auditors

CERTIFICATE OF AUDIT

This is to certify that we have examined and audited the accounts and records of the Town of Lancaster for the fiscal year ended December 31, 1961. In our opinion, the Exhibits submitted herewith reflect the true financial condition of the Town as of December 31, 1961, and the results of operations for the fiscal year ended on that date.

HAROLD G. FOWLER,
Director
Division of Municipal Accounting
State Tax Commission

Norval D. Lessels
Hugh J. Cassidy
Auditors

**Summary of Receipts, Expenditures and Proof of Balance
Fiscal Year Ended December 31, 1961**

Balance—December 31, 1960	\$ 58,579.47
Receipts During Year	542,054.78
	<hr/> \$600,634.25
Expenditures During Year	520,514.91
	<hr/>
Balance—December 31, 1961	\$ 80,119.34

Proof of Balance

Balance in the Lancaster National Bank—	
Per Statement December 29, 1961	\$ 43,437.93
ADD: January Deposits	\$ 13,043.91
	<hr/>
	\$ 56,481.84
Less: Outstanding Checks	6,362.50
	<hr/>
	\$ 50,119.34
Certificates of Deposit	30,000.00
	<hr/>
Reconciled Balance—December 31, 1961	\$ 80,119.34

Proof of Balance—Payroll Account

Balance in the the Lancaster National Bank—	
Per Statement December 31, 1961	\$ 1,214.79
Add: Deposit of January 3, 1962	4.50
	<hr/>
	\$ 1,219.29
Less: Outstanding Checks	1,219.29
	<hr/>
Reconciled Balance—December 31, 1961	\$.00

**CLASSIFIED STATEMENT OF RECEIPTS
AND EXPENDITURES**

Fiscal Year Ended December 31, 1961

Receipts:

From Local Taxes:

Current Year:

Property Taxes	\$288,482.75
Poll Taxes	1,822.00
Nat'l Bank Stock Taxes	703.00
Yield Taxes	517.31
Head Taxes	5,835.00
	<hr/> \$297,360.06

Prior Years:

Property Taxes	\$ 36,280.08
Poll Taxes	722 00
Yield Taxes	538.65

Head Taxes	2,342.50	
Tax Sales Redeemed	9,088.53	
		<u>48,971.76</u>
Interest on Taxes		1,679.18
Head Tax Penalties		252.50
		<u>\$348,263.50</u>
From State of New Hampshire:		
Interest & Dividends Tax	\$ 9,227.77	
Railroad Tax	1,317.83	
Savings Bank Tax	638.68	
State Aid Construction	3,850.00	
National Forest Reserve	22.53	
State & Federal Lands	73.13	
Old Age Assistance Recoveries	98.57	
Bounties	134.50	
Refund—Blister Rust	.60	
		<u>15,363.61</u>
From Local Sources, Except Taxes:		
Dog Licenses	\$ 626.48	
Business Licenses, Permits & Filing Fees	385.50	
Fines & Forfeits—Municipal Court	931.84	
Rent of Town Property	1,803.50	
Interest on Deposits	125.00	
Motor Vehicle Permit Fees	19,394.69	
Parking Meter Income	6,381.25	
Parking Meter Violations	244.25	
		<u>29,892.51</u>
Receipts Other Than Current Revenue:		
Temporary Loans	\$115,000.00	
Long Term Notes	9,000.00	
Sale of Town Property	3,897.10	
Precinct's Share of Manager's Salary	1,000.00	
Withdrawal From Capital Reserve Funds	3,000.00	
Sewer Study Aid	5,000.00	
		<u>136,897.10</u>
Appropriation Credits:		
Town Officers' Exp.	\$ 138.91	
Town Hall	157.40	
Police	27.70	
Insurance	40.91	
Health	839.76	
Sewer Maintenance	30.00	
Town Maintenance	6,254.93	

Sidewalks	27.00	
Town Poor	1,441.02	
Parking Meters	46.50	
Parks & Playgrounds	150.00	
Social Security	2,218.93	
Interest	265.00	
	<hr/>	11,638.06
		<hr/>
		\$148,535.16

Total Receipts		\$542,054.78
Balance—December 31, 1960		58,579.47

Grand Total \$600,634.25

Expenditures:

General Government:

Town Officers' Salaries	\$ 11,337.50	
Town Officers' Expenses	4,561.29	
Election & Registration	338.10	
Municipal Court	500.00	
Town Hall & Buildings Maint.	6,365.62	
	<hr/>	\$ 23,102.51

Protection of Persons & Property:

Police Department	\$ 14,010.42	
Fire Department	4,500.00	
Blister Rust—Care of Trees	1,494.45	
Insurance	3,926.88	
Civil Defense	99.57	
Parking Meters	6,255.28	
Bounties	91.00	
Zoning	158.60	
	<hr/>	\$ 30,536.20

Health:

Health Department	\$ 4,300.00	
Hospital	3,000.00	
Vital Statistics	350.00	
Sewer Maintenance	1,253.02	
Dump & Garbage Removal	2,603.80	
	<hr/>	11,506.82

Highways and Bridges:

Town Road Aid	\$ 757.40	
Town Maintenance	53,596.18	
Street Lighting	11,103.15	
	<hr/>	65,456.73

Libraries		6,158.00
Public Welfare: (O.A.A. & Town Poor)		11,570.20

Recreation—Parks & Playgrounds		2,677.24
Patriotic Purposes:		
Memorial Day		100.00
Public Serv. Enterprises—Cemeteries		2,500.00
Unclassified:		
Damages & Legal Expenses	\$	449.05
Advertising & Regional Associations		2,402.11
Taxes Bought by Town		11,827.05
Social Security & Retirement		4,299.65
Refunds:		
Property & Poll Taxes	\$	486.87
State Head Tax & Penalty		5.50
Motor Vehicle Permits		13.12
Dog License		2.00
Taxes Sold to Others		246.78
Water Rent, Tn. Prop. Sold		283.81
		<u>1,038.08</u>
		20,015.94
Interest:		
Temporary Loans	\$	1,972.41
Long Term Notes		1,013.19
		<u>2,985.60</u>
Capital Outlay:		
State Aid Construction	\$	835.55
Town Construction		430.57
Sewer Construction		9,461.79
Sidewalk Construction		1,464.26
New Equipment—Highway		14,231.88
		<u>26,424.05</u>
Indebtedness:		
Temporary Loans	\$	115,000.00
Long Term Notes		13,139.41
		<u>128,139.41</u>
Payments to Other Governmental Divisions:		
State Head Taxes	\$	7,919.50
Special Yield Taxes		441.90
County Tax		17,152.77
School Tax		163,828.04
		<u>189,342.21</u>
Total Expenditures		<u>\$520,514.91</u>
Balance—December 31, 1961		<u>80,119.34</u>
Grand Total		<u>\$600,634.25</u>

COMPARATIVE BALANCE SHEET
As of December 31, 1960 and December 31, 1961

Assets	Dec. 31, 1960	Dec. 31, 1961
Cash:		
Treasurer	\$ 58,579.47	\$ 80,119.34
Petty Cash	50.00	50.00
200th Anniversary Fund	755.44	1,255.44
	\$ 59,384.91	\$ 81,424.78
Capital Reserve Fund	3,273.82	283.47
Accounts Receivable:		
State's Share of T.R.A. Notes	\$ 4,319.00	\$ 469.00
Railroad Tax—Estimated	1,000.00	1,000.00
Bounties	59.00	15.50
	\$ 5,378.00	\$ 1,484.50
Unredeemed Taxes:		
Levy of 1960		\$ 6,598.74
Levy of 1959	\$ 5,340.97	\$ 4,009.86
Levy of 1958	1,799.96	326.85
Levies of Prior Years	917.18	23.39
	\$ 8,058.11	\$ 10,958.84
Uncollected Taxes:		
Levy of 1961		\$ 35,736.10
Levy of 1960	\$ 38,344.63	544.66
Levy of 1959	621.02	555.74
Levies of Prior Years	3,059.81	2,707.00
	\$ 42,025.46	\$ 39,543.50
Uncollected State Head Taxes:		
Current Year	\$ 2,800.00	\$ 2,650.00
Prior Years	465.50	598.00
	\$ 3,265.50	\$ 3,248.00
Total Assets	\$121,385.80	\$136,943.09
Net Debt	4,416.10	2,397.40
Total Assets & Net Debt	\$125,801.90	\$139,340.49

COMPARATIVE BALANCE SHEET
As of December 31, 1960 and December 31, 1961

Liabilities	Dec. 31, 1960	Dec. 31, 1961
Unexpended Balances of		
Appropriations:		
School Tax	\$ 93,828.04	\$113,943.68
Civil Defense	258.46	350.00
Advertising & Regional Associations	100.00	200.00
Town Officers' Expenses		150.00
Care of Trees		100.00
	\$ 94,186.50	\$114,743.68
Capital Reserve Fund	3,273.82	283.47
200th Anniversary Fund	755.44	1,255.44
Due to State of New Hampshire:		
Head Taxes—Uncollected	\$ 2,800.00	\$ 2,650.00
Head Taxes—Collected	367.50	287.50
Special Yield Taxes:		
Uncollected	299.29	434.53
Collected	441.90	147.83
	\$ 3,908.69	\$ 3,519.86
Long Term Notes Outstanding:		
T.R.A. Notes—1956	\$ 8,638.04	\$ 938.04
Bridge Notes—1956	339.41	
Highway Garage—1958	4,500.00	3,500.00
Bridge Construction—1958	4,000.00	2,000.00
Bridge Notes—1959	6,200.00	4,000.00
Equipment Notes—1961		9,000.00
	\$ 23,677.45	\$ 19,538.04
Total Liabilities	\$125,801.90	\$139,340.49
Total Liabilities	\$125,801.90	\$139,340.49

SUMMARY OF TOWN CLERK'S ACCOUNT
Fiscal Year Ended December 31, 1961

DR.

Motor Vehicle Permits Issued:

1960—Nos. 107744 - 107791	\$	169.84
1961—Nos. 179401 - 180826)		
1961—Nos. 181001 - 181400)		18,125.72
1961—Nos. 181501 - 181600)		
1962—Nos. 172401 - 172542)		1,099.13
		\$19,394.69

Dog Licenses Issued:

269 @ \$ 2.00	\$	538.00
11 @ \$ 5.00		55.00
1 @ \$20.00		20.00
1 @ \$ 1.85		1.85
2 @ \$ 1.50		3.00
2 @ \$ 1.15		2.30
1 @ \$.83		.83
		620.98

Penalties Collected (11 @ \$0.50)

5.50

\$20,021.17

CR.

Remittances to Treasurer:

Motor Vehicle Permits		\$19,394.69
Dog Licenses & Penalties		626.48
		\$20,021.17

SUMMARY OF TAX WARRANTS
Fiscal Year Ended December 31, 1961

Debit	1961	Prior Yrs
Uncollected December 31, 1960		
Property Taxes		\$38,912.70
Poll Taxes		1,029.00
Yield Taxes		2,083.76
Taxes Committed to Collector:		
Property Taxes	\$322,536.64	
Poll Taxes	2,694.00	
National Bank Stock Taxes	703.00	
Yield Taxes	1,136.97	
Added Taxes	909.55	2.00
Interest Collected	29.58	864.90
	\$328,009.74	\$42,892.36
Credit		
Remittances to Treasurer:		
Property Taxes	\$288,482.75	\$36,280.08
Poll Taxes	1,822.00	722.00
National Bank Stock Taxes	703.00	
Yield Taxes	517.31	538.65
Interest	29.58	864.90
Abatement Allowed		
Property Taxes	666.20	559.25
Poll Taxes	16.00	118.00
Yield Taxes	36.80	2.08
Uncollected Taxes as of Dec. 31, 1961		
Property	33,695.02	2,073.37
Poll	860.00	191.00
Yield	1,181.08	1,543.03
	\$328,009.74	\$42,892.36

SUMMARY OF TAX SALE ACCOUNT
Fiscal Year Ended December 31, 1961

Debit	1960	Prior Yrs.
Unredeemed Taxes Dec. 31, 1960		\$ 8,058.11
Tax Sale Mar. 30, 1961	\$ 11,827.05	
Interest & Costs After Sale	123.74	639.88
Refund for Collection on Taxes—		
Sold to Individual		
Redemption		225.70
Interest & Costs		21.08
	\$ 11,950.79	\$ 8,944.77

Credit		
Remittance to Treasurer:		
Redemptions	\$ 5,228.31	\$ 3,860.22
Interest & Costs	123.74	660.96
Deeded to Town		60.32
Abatements Allowed		3.17
Unredeemed Taxes Dec. 31, 1961	6,598.74	4,360.10
	<hr/>	<hr/>
	\$ 11,950.79	\$ 8,944.77

SUMMARY OF STATE HEAD TAX WARRANTS
Fiscal Year Ended December 31, 1961

Debit	1961	Prior
Uncollected Head Taxes		
December 31, 1960		\$ 3,265.50
Head Taxes Committed to		
Collector	\$ 8,500.00	
Added Head Taxes	15.00	5.00
Penalties Collected	22.50	230.00
	<hr/>	<hr/>
	\$ 8,537.50	\$ 3,500.50

Credit		
Remittances to Treasurer:		
Head Taxes	\$ 5,835.00	\$ 2,342.50
Penalties	22.50	230.00
Abatement allowed	30.00	330.00
Uncollected Head Taxes,		
December 31, 1961	2,650.00	598.00
	<hr/>	<hr/>
	\$ 8,537.50	\$ 3,500.50

ANNUAL REPORT
of the District Officers
LANCASTER SCHOOL DISTRICT
Lancaster, New Hampshire
for the year ending June 30, 1961

District Officers

MODERATOR

John E. Gormley

CLERK

Mrs. Eva C. Phillips

TREASURER

Hugh J. Galbraith

SCHOOL BOARD

Mr. Walter D. Hinkley, Chairman	Term Expires 1962
Mr. Clifford R. Gray	Term Expires 1962
Mrs. Ellen T. Moody	Term Expires 1963
Mr. Frank B. Currier	Term Expires 1963
Mrs. Grace Lee	Term Expires 1964
Mr. Charles B. Livingstone	Term Expires 1964

Report of the Lancaster School Board

At the annual meeting on March 13, 1961, Mrs. Grace M. Lee was re-elected to the school board for a three year term. Mr. Roland H. White, who had rendered valuable service as a member of the board, did not seek re-election; Mr. Charles B. Livingstone was elected to the board to fill the vacancy.

Further improvements were made in the physical plant during the year. An additional fire escape has been installed at the high school building, and doors leading to the new and old fire escape were installed. A substantial amount of re-wiring remains to be done. A substantial amount of new equipment was purchased for use in the shop program, including a printing press which adds diversification to the program.

Early in the fall the inadequate deep-freeze unit used by the lunch program became inoperative; rather than purchase another inadequate unit of this type, a walk-in cooler was installed and a commercial refrigerator was purchased. These additions were necessitated by the increasing number of children taking part in the hot lunch program.

There was a normal amount of teacher turnover at the end of the 1961 school year. Already during the present school year there have been personnel changes and some resignations have already been received to be effective at the end of the present year. The board regrets the loss of valuable personnel but recognizes that other systems are able to pay substantially greater salaries.

The board wishes to extend its congratulations to Coach Thomas Conway and the soccer squad for their accomplishment in winning the State Championship—this is only the second time that Lancaster has won a State Championship in sports, the previous occasion being a 1951 victory in basketball.

Improvements in the physical facilities of the school system are becoming imperative and the board has already taken steps to acquaint the public with the facts. Briefly, adequate study space and assembly room, a library and facilities for physical education are required as well as overhaul of the high school heating system and changes in the plumbing and wiring.

Respectfully submitted,

WALTER D. HINKLEY,
Chairman

CLIFFORD R. GRAY

ELLEN T. MOODY

FRANK B. CURRIER

GRACE M. LEE

CHARLES B. LIVINGSTONE

Lancaster School Board

Superintendent's Report

To the School Board of the Town of Carroll:

My ninth annual report as Superintendent of Schools in the Town of Lancaster is submitted:

Supervisory Union No. 31

Supervisory Union No. 31 is composed of the towns of Carroll, Lancaster and Whitefield. The duties of the Union, as a whole, are to select the superintendent of schools, special teachers, supervisors, and the Union secretary. The school nurse is engaged separately by the individual towns. The superintendent's salary for the school year 1960-1961 was apportioned as follows: Carroll 4.9%, Lancaster 30.1%, Whitefield 16.5%, and the State share 48.5%. The salary of the Teacher Consultant, secretary, and office expenses of the Union for the school year 1960-1961 were apportioned as follows: Carroll 9.5%, Lancaster 58.5%, and Whitefield 32%. These percentages are based on two factors having equal weight as follows: (1) Average Daily Membership of the District and (2) District Valuations (adjusted). The following chart might be of interest to show you how percentages are derived:

Equalized Valuations

Carroll	\$2,703,412.00
Lancaster	9,650,990.00
Whitefield	5,740,283.00
	<hr/>
	\$18,094,685.00

Average Daily Membership of Districts

	Elem.	High	Total
Carroll	56.0	0.0	56.0
Lancaster	590.2	212.6	802.8
Whitefield	290.4	117.7	408.1
	<hr/>	<hr/>	<hr/>
	936.6	330.3	1,266.9

District Percentages of Costs

	Valuation %	A.D.M. %	Average %
Carroll	15	4	9.5
Lancaster	53	64	58.5
Whitefield	32	32	32.0
	<hr/>	<hr/>	<hr/>
	100%	100%	100.0%

The basis for the apportionment shall be one-half on the average membership for the previous school year and one-half on the last adjusted valuation of the District as determined by the State Tax Commission every odd numbered year.

It was with regret that we lost Miss Catherine L. Noonan, Teacher Consultant, who resigned her position, effective January 15, 1962. Miss Noonan came to us July 1960. During her stay here much was accomplished under her guidance. Her leadership among the teachers will be greatly missed.

School Personnel

Mrs. Helen Carr, Kindergarten teacher, and Mr. Donald Day, Jr., Mr. Laurence Morrisette, Miss Claudette Blais, Miss Roberta Michaud, Miss Jacqueline Carey, and Miss Betty Hodgdon, teachers of the high School, resigned their positions to become effective in June 1961

For the school year 1961-1962, Mrs. Roma D. Nay, Plymouth Teachers College, was employed to teach Grade 1 replacing Miss Annie McGinley who was employed to teach in the Kindergarten; Mr. Robert Frost, University of Maine, was employed to teach Social Science; Mr. Aaron Burke, University of Maine, was employed to teach Social Studies; Mr. Emory Gott, University of Maine, was employed to teach French and Latin; Mr. Albert Brodeur, University of New Hampshire, was employed to teach French; Miss Norma Harmon, University of Maine, was employed to teach English and Social Studies; Mrs. Marcella McKinney, Keene Teachers College, was employed to teach Home Economics; Mr. Rocco Giarrizzo, State College of Lowell, was employed as music supervisor. Mrs. Marcella McKinney resigned her position in October and Mrs. Flora Harding, University of New Hampshire, was employed as a replacement. Mr. Rocco Giarrizzo resigned his position in November and Mr. and Mrs. Gardner Wentworth were employed as replacements.

The assignment of elementary teachers for the school year 1961-1962 is as follows: Kindergarten, Miss Annie McGinley; Grade I, Mrs. Florence Allin, Mrs. Roma Nay; Grade II, Mrs. Arline LaPointe, Mrs. Marion Knight; Grade III, Mrs. Harriet Boyd, Mrs. Ellen Vashaw; Grade IV, Mrs. Nellie Rogers, Mrs. Gwendolyn Parker; Grade V, Mrs. Helen Placey, Mrs. Elizabeth Chase; Grade VI, Mrs. Eleanor Harts-horn, Mr. Thomas Conway; Elementary Reading Supervisor, Mrs. Leola Hall.

The high school teachers for the school year 1961-1962 are as follows: Mr. Richard Tripp, Mr. Alan Dickason, Mr. Albert Brodeur, Mrs. Gertrude McGoff, Mrs. Margaret Guil-

mette, Mrs. Betty Fowlic, Mr. Emory Gott, Mr. Aaron Burke, Mr. Robert Frost, Mrs. Marjorie Parker, Miss Janet Proulx, Miss Norma Harmon, Mrs. Flora Harding, Mrs. Ruth Wentworth, Mr. Gardner Wentworth, Mrs. Doris Nash, Mr. Edwin Humiston, Assistant Principal, and Mr. Stanley Tufts, Principal.

Enrollment

Anticipated enrollment during the next five years at Lancaster Schools in the elementary Grades I-VI is comparable to that recorded in the 1960 report. It will be noted that the anticipated enrollment in the high school Grades VII-XII is showing a slight continued increase. Figures fluctuate constantly in the anticipated year by year pupil enrollment. However, the extent of this fluctuation depends to a large degree upon migration of families rather than upon some new business project which would create an immediate increase in school attendance. It is estimated that the average pupil enrollment during the next five years will be approximately 800 pupils each year. This figure does not include the kindergarten enrollment which numbers approximately sixty-seven at this writing. We submit the census report as of September 1, 1961 and ask that you review this 1961 census report with the 1960 and 1959 reports to determine what changes are taking place. The 1961 census report is as follows:

Anticipated Future Enrollment in Grade I According to Census Reports Five Year Summary

Anticipated Enrollment Year	Year Census was taken (September)				
	1957	1958	1959	1960	1961
1961	59	57	49	55	
1962	75	69	74	69	68
1963	40*	46	51	59	67
1964		28*	51	44	46
1965			41*	46	58
1966				47*	60
1967					24*

* This figure includes only children born before September 1 of that calendar year as the census is taken at that time.

Insurance

Your School Board in conjunction with the Carroll and Whitefield School Boards, once again offered to all pupils in their towns the opportunity of participating in a Special

School Child Accident Policy for \$2.00 for each pupil enrolled in K-XLL. This year it was possible for a student to obtain additional year-round coverage at a cost of \$10.00 per year.

This is the ninth year that the pupils attending the Lancaster schools have had this opportunity. Previous to this time the expense of an accident was borne directly by the parents. This policy became effective September 15, 1961 and will continue until September 15, 1962. Four hundred out of eight hundred thirty-eight pupils and teachers took advantage of this opportunity. This shows that approximately forty-eight percent of the entire student body participated in this project.

Handicapped Children

By law handicapped children, who are unable to attend school, have the privilege of being taught at home for a period of not less than two hours per week.

According to law it has been the responsibility of a school district to pay the tuition for its Foster Children and State Wards wherever they may be attending school. This law was repealed at the last session of the General Court. However, the New Hampshire District Attorney has recently ruled that all Handicapped Children are entitled to transportation to and from the school they attend, within or without the school district in which they reside.

If you have a child who is handicapped and cannot attend school, feel free to contact the office of the Superintendent of Schools as he may be in a position to give assistance.

Hot Lunch Program

The Lancaster Elementary and High School continue to participate in the Hot Lunch Program sponsored for the benefit of pupils attending these schools. The cost is twenty-five cents per lunch per pupil in grades one through six, and thirty cents per lunch per pupil in grades seven through twelve. The School Lunch Program functions on a revolving fund and has been self-supporting to date. This program is able to give the pupils such excellent food for little cost because of: (1) the number of lunches served, (2) available state aid, and (3) the efficiency with which the head dietitian, Mrs. Clara Emery, and her able assistants, Mrs. Hannah Rowe, Mrs. Helen Gessner, and Mrs. Marjorie Finley, plan and execute the daily menus.

All pupils attending the Lancaster schools are privileged to purchase hot lunches when school is in session. It might be of interest to note that the number of hot lunches served at

this writing is exceptionally high. The interest of the pupils in the program continues to increase. These lunches must meet standards established by the State Board of Education through the office of School Lunch Program. Our kitchen is subject to inspection at all times by official state representatives. Not only is the kitchen checked, but a careful study of the menus is made by these representatives so that properly balanced lunches are served. Parents are always welcome to visit at any time.

The following information will show the sizable program that was carried on during the school year 1960-1961:

Lunches served (Children and Adults)	62,565
Milk—one-half pints (in addition to that served with lunches)	24,283
Food and Supplies (Government)	\$ 1,700.97
Freight charges	113.84
Salaries (Adults)	5,269.25
Salaries (Students)	239.40
Food Purchases	11,318.08
Equipment Purchases	100.85
Other Purchases	1,417.08
U. S. Dept. of Agriculture (Claims)	4,180.68
Lunch Receipts	12,661.15
Miscellaneous	1,828.98

Progress Report

The following report was submitted to the School Board members of Supervisory Union, No. 31, at its regular meeting held December 4, 1961, by your Superintendent of Schools:

After spending nearly nine years as your Superintendent of Schools, it is my desire at this time to bring to you a record of the achievements of these years. I feel that it is only proper that such a review be made at a time when you are contemplating action which will affect what is to be done in your school system during the coming year.

The following is an excerpt from one of my reports which was made to the school board in 1954-1955. "The inadequacies of your school plant and equipment continues to be a critical and baffling problem in the attempt to administer an adequate educational program. Obsolete equipment, including desks, chairs, laboratory equipment, typewriters, shop and homemaking tools and other equipment, have been deteriorating for years and have now reached the point where replacements are imperative. The alternative is bound to be a reduction in the standards of instruction. Facing increas-

ed enrollments in the immediate future, the problem of providing adequate space and adequate equipment must be faced and solved eventually." This quotation was appropos at the time to the school system in each of your three districts.

Tonight I would like to discuss the overall school educational program in four phases:

1. Financial Status of District
2. School Plant Facilities and Equipment
3. Present Educational Opportunities
4. What of the Future?

Present Financial Status

The financial condition of the School Districts in former years has not always been stable. When the present Superintendent of Schools was a candidate for the superintendency in this area, the financial condition of the School Districts at that time was not made known to him. Perhaps if it had been, there might be a different Superintendent of Schools here tonight.

Upon taking up his duties in this Union in 1953, the present Superintendent found that the School District of Lancaster was approximately \$25,000 in the red, the School District of Whitefield approximately \$10,000 in the red, and the School District of Carroll approximately \$1200 in the red. The Supervisory Union was approximately \$600 in the red. How the Districts became lax enough to permit such deficits to accumulate is not our topic tonight. Our concern is to review the accomplishments of the past eight years in the three School Districts.

At the present time we are able to report that no School District, including Supervisory Union No. 31, has a deficit hanging over its head with the exception of legal contractual obligations as voted by the School Districts. In order to accomplish this feat, it has been necessary for us to curtail certain planned programs in order that these accomplishments could be made without upsetting the financial status of the towns, including the tax rate which we feel should not fluctuate year by year to any great extent.

School Plant Facilities and Equipment

I ask those of you who were members of a school board at the time of my appointment to the superintendency to visualize the conditions of the school plant and facilities in your school district in 1953. In the town of Carroll, a complete paint job, putting in new lighting in each of the classrooms and laying asphalt tile floors seemed to be most needed at that time. The High School was closed by vote of

the school district, thereby, eliminating many improvements which were in their infancy when the action was taken. The present Carroll School Building is in excellent condition and should be of tremendous value to the school district and the community for many years to come.

In 1953, the condition of the Lancaster High School Building was extremely poor. Seats which were used in the old educational program were present in the classrooms. Need for paints, plumbing, new floors, heating, electrical, and water repairs along with many other deficiencies were prevalent. A modern elementary school building had recently been built, but the classrooms had no bulletin boards or other equipment which is so necessary to do an adequate job in an elementary school. Your Superintendent of Schools immediately formulated a six to eight year maintenance-repair program to restore the entire school plant to accepted standards.

For three years the maintenance program in Lancaster proceeded without interruption, then little by little other things began to take precedence. A new roof was needed on the newly constructed elementary building. The Board was able to take care of the \$15,000 cost without going back to the town for special appropriations. Outside pressures, perhaps political in nature, caused further setbacks in the original plans of improvement. Even though we now have a new fire escape, a new sprinkler system, a new freezer, all rooms and halls painted with the exception of the stairwell at each end of the elementary school building, and asphalt tile floors in several of the High School classrooms, there is still much to be done. Lancaster does have an exceptional language laboratory, audio-visual aids, science equipment, shop equipment, and mathematics equipment. Yet even in the equipment of the school plant, there is much to be desired.

Some people might feel that all the money should be voted at once and all things should be done immediately. In my opinion, no School Board, no Superintendent of Schools, should squander or spend taxpayers' money in any other way than through sound financial procedures. Our school budget is no different than our home budget; when we do not have the money to purchase a certain item, we borrow from another item of the budget. In school matters we follow the same procedure or go without until another budget is voted by the district. A well-established maintenance program permits constant improvements, along with greater efficiency, and at the same time keeps the tax rate more or less stable.

In 1953 the school plant in Whitefield was in no better condition than the other two districts. The School Board realized its problems and wanted something done about them. Financially, the town of Whitefield is no better off than the other two towns. The income of the average citizen is relatively small. This is evident within the school based on the number of free lunches given daily to needy children under the Federal School Lunch Program. Since 1953, your Superintendent of Schools has had free access to spend the money appropriated at Whitefield without any strings attached, provided that at no time did he extend credit beyond the established appropriation. Again, a definite maintenance program for improving the school plant and its facilities was initiated. Today, we can say that the Whitefield School plant and facilities are excellent. Heating costs are at a minimum, the demand load for use of electricity has dropped between four and five units and yet the students have a minimum of 30 foot candles of light on every desk and 50 foot candles of light in the auditorium. All classrooms and corridors including the gymnasium have been completely painted and all classrooms have had new asphalt tile floors. The language laboratory equipment is exceptional, audio-visual aids (upon completion of present orders which are now in the making) are excellent. Science equipment, home economics equipment, shop equipment, and commercial equipment meet highest standards. Modern desks and chairs for pupils are present in all classrooms, equipment and supplies are not lacking in any field. However, we must not forget that there will always be a need for constant improvement in both plant facilities and classroom equipment.

The Whitefield School Board wrote in one of its reports that, "The Board anticipates that by the end of 1960 summer, all classrooms in the Whitefield School building will have been completely painted, have asphalt tile floors, and new fluorescent lighting, making them more cheery and pleasant for the pupils. Modern desks and chairs will have been purchased for all classrooms." Even with the obstacles present, we are proud to say that we have exceeded these expectations even though we are one year behind schedule. Whitefield may be proud of its school plant and facilities. No school has better.

Present Educational Opportunities

Many new educational opportunities are now present for the pupils of the three School Districts; many educational opportunities have been created during the last eight years.

We are now offering a four to six year course in modern foreign languages with the use of the language laboratory. The laboratory offers many advantages to the group or individual which enables the student to progress as rapidly as his ability permits. French has now been introduced in Grade 7. At the present time those considered able to study French are given an opportunity. If the language is not offered to a child in Grade 7 or 8 he still may take French I in Grade 9 if he so desires. We now have the approval of the State Board of Education to offer a French seminar to students in Grade 12 for a one-year credit.

We have science equipment for biology, chemistry and physics which is equal to the equipment found in the best high schools in the State. The content of the science courses in Grades Seven and Eight now includes all general science previously taught in Grades 7, 8 and 9. Biology is offered for one or two years depending upon the desire of the student, along with chemistry, physics, and advanced science. Team teaching was utilized in science at the sixth grade level and was tremendously successful. Unfortunately, overcrowded classrooms and lack of extra rooms are a deterrent to a widespread use of the team method.

Mathematics courses at the high school level are advanced to such an extent that it will be difficult to replace present teachers when and if the need arises. By January 1962 a Mathematics Guide covering kindergarten through Twelfth Grade in High School will be completed and in use by all teachers. Many of our present teachers devoted their time and efforts during the past year and a half to the development of the Guide. It is couched in the terms of modern mathematics and will no doubt prove challenging to every teacher who uses it. Algebra has been introduced in Grade 7 and we are teaching second year algebra via the machine method. This aid permits an individual student to proceed according to his capabilities.

The reading program which your Superintendent of Schools developed while acting in this capacity in the Commonwealth of Massachusetts was introduced with excellent results. Eight years ago in Lancaster, less than 25 of the 64 children promoted from Grade 6 to Grade 7 could read a sixth grade book. Today it is important to note that nearly every child promoted to Grade 7 can read on or above a sixth grade level. Children in the first six grades read more than 50 books a year in class plus their basal reading books. This year the Science Research Associates Reading Program was introduced at the junior high level. Under this program,

each student improves his reading according to his own interest and ability.

In the Lancaster Elementary School in 1953, there was a special class for the slow learner with an enrollment of eight or nine pupils. In the best interests of all concerned, this class was dissolved and the teacher put in charge of a complete new reading program for special pupils enrolled in Grades I to III. This change in program permitted the teacher to give special help to about sixty children per day. This has been considered under the classification of special remedial reading classes. In 1953, emphasis was being placed to a large degree upon the slow learner. Since 1960, the emphasis in education has been placed on the gifted learner. This year, after careful consideration of the new studies and research, it was decided that the special class teacher would divide her time between slower learners and children with superior reading ability.

We have introduced a program called Controlled Reading and have purchased equipment to promote this phase of the reading program. Previous to the school year 1961-1962, controlled reading was mainly used for those who found reading difficult. After investigating studies done at the University of Vermont on the use of the controlled reader, we now offer this type of reading only to students who have demonstrated superior ability in reading. The program has been in effect for three months and all concerned feel that it is more valuable. Plans are being made to offer controlled reading to seniors in high school who will be attending college. Controlled reading will speed the reading rate of the fast learner 30 to 60 per cent. If a student is reading at the rate of 400 words per minute, this training will increase his reading speed to a probable 600 words per minute or above.

The over-all education program in our schools is very modern; the present day modern procedures and practices enable each child, gifted or otherwise, to achieve according to his interest and capabilities. Each one of you has a right to be proud of the educational opportunities your children now have.

What of The Future?

Not being one who relishes in the prediction of the future, it is with extreme caution that your Superintendent of Schools approaches this last phase of the report. Unknown circumstances may alter well-laid plans on a moment's notice. However, there are certain needs which are obvious to one who has spent many years in education.

With renovations of the present High School building for elementary school purposes, the elementary plant and facilities in Lancaster should be adequate for many years to come. It is our belief that any money spent on the Lancaster High School building for high school purposes is money wasted. The Superintendent of Schools considers it a fire trap even though a new fire escape has been added. If one stands in the auditorium when the students are passing between classes, one is able to feel the building oscillate. Your Superintendent suggests that the top floor be removed from this building and the first two floors become part of the Elementary School. The enrollment in each of the first six grades is such that there should be one more teacher for each grade level besides those now employed. This would reduce the class enrollment to about twenty-five pupils, which is ideal for good teaching. There is a need for at least six new elementary classrooms. Extra classrooms in the proposed arrangement could be used for art, music, or other educational purposes.

No school should be without an auditorium. Boys and girls should get together often to feel the strength of being in a group. The auditorium offers teachers and students an opportunity of expression through various types of educational programs and assemblies.

Whitefield building facilities are in excellent condition and the building is being used to capacity at this very moment. However, some rooms are over-crowded, there is a need for guidance program, a physical education program, an improved industrial arts program, a need for an art program and better facilities for the proper teaching of music. The needs are obvious. What can be done about them is the question that must be pondered by each one of you as the New Hampshire State Board of Education establishes new minimum requirements for comprehensive high schools within the State. A greater burden is being imposed on each and every small high school if it wishes to meet the new qualifications. No doubt Lancaster and Whitefield would not want to be considered anything but a comprehensive high school because such schools are considered the best in the State. To us, there seems to be only one logical solution and that is the establishment of a cooperative school which would include the towns of Lancaster, Whitefield, Twin Mountain, Dalton and Jefferson.

Whether or not a cooperative school is built, the educational costs are going to continue to rise. With a cooperative

school, it is obvious that more may be obtained for each dollar spent.

Under the new standard to be established by the State in September, 1963, a part-time, fully qualified librarian will be needed in each of our high schools. This will cost around \$5000 per school. Under the cooperative set-up, one librarian would be sufficient under projected enrollments.

There is need for citizens and board members to discuss the reality of a good comprehensive high school in this area. Many of the citizens in this area realize the need is great, but many more are not aware of the changes in standards now being considered by the State Board of Education. It is the desire of your present Superintendent of Schools that careful consideration be given to the establishment of a cooperative, comprehensive high school in order that our pupils may have educational opportunities equal to those of other high school pupils in the State of New Hampshire.

I have spent nine enjoyable years here as your Superintendent of Schools. The report which you have just heard culminates the efforts of many people, including teacher consultants, principals, teachers, and members of the school boards in Carroll, Lancaster and Whitefield. To all these people we owe a debt of thanks for the many hours spent in improving the educational opportunities afforded pupils in our school districts.

May we thank the Lancaster School Faculty, Custodians, and School Lunch Personnel for the interest and cooperation given during this past year.

We express our sincere appreciation to Miss Olive Cummings, School Nurse, and Dr. Benjamin H. Blodgett, Dr. Rosemary C. Brewster, Dr. Elwin R. Falkenham, Dr. James A. Ferguson, Dr. Robert M. Quay, Dr. Carl Yunghans, school physicians. The Lancaster School Health Program is one of the outstanding programs of the State. However, we would like to recommend that a thorough study be made as to the advisability of employing a full-time school nurse. This recommendation is based on increased demands and costs which have been evidenced during the last five years in the program.

We extend our thanks to Mr. John Sweeney, School Truant Officer, for the cooperation which he has given the school. Much has been done by Mr. Sweeney to develop an excellent school safety program.

The cooperation of the school personnel, including the school board, makes for better public relations as well as increasing efficiency of the school staff. The Lancaster

School Board endeavors to give to the citizens of the town of Lancaster the best educational opportunities possible for its citizens. We express our appreciation to each of its members for maintaining such a fine atmosphere in which to work.

We suggest to the citizens that they make an effort to visit the Lancaster Schools as often as possible.

Respectfully submitted,
HAROLD A. TRUELL,
Superintendent of Schools

ELEMENTARY SCHOOL MEMBERSHIP FORECAST—FIVE YEAR PERIOD 1961-1966
HIGH SCHOOL MEMBERSHIP FORECAST—TEN YEAR PERIOD 1961-1971

Year (Sept.)	Grades 1-6						Grades 7-8				Grades 9-12			Grand Total		
	1	2	3	4	5	6	Total	7	8	Total	9	10	11		12	Total
1961	70	75	74	64	60	73	416	63	66	129	71	66	46	43	226	771
1962	68	70	75	74	64	60	411	73	63	136	66	71	66	46	249	796
1963	67	68	70	75	74	64	418	60	73	133	63	66	71	66	266	817
1964	46	67	68	70	75	74	400	64	60	124	71	63	66	71	273	797
1965	58	46	67	68	70	75	384	74	64	138	60	73	63	66	262	784
1966	60	58	46	67	68	70	70	75	74	149	64	60	73	63	260*	
1967		60	58	46	67	68	68	70	75	145	74	64	60	73	271*	
1968			60	58	46	67	67	68	70	138	75	74	64	60	273*	
1969				60	58	46	46	67	68	135	70	75	74	64	283*	
1970					60	58	60	46	67	113	68	70	75	74	287*	
1971						60	60	58	46	104	67	68	70	75	280*	

* These figures do not include tuitioners.

Teacher Consultant's Report

Mr. Harold A. Truell
Superintendent of Schools
Lancaster, New Hampshire

Dear Mr. Truell:

It is with pleasure that I submit this report to you on the work that is being carried on in the Lancaster School.

Lancaster School played host to a music workshop in the spring and an art workshop in the fall. These workshops proved extremely valuable to teachers attending and the value is evidenced in the improved programs in both music and art. However, elementary teachers generally are limited both by interest and training to achieve outstanding art work with students. It is recommended that consideration be given in the future to the hiring of an art teacher to handle the art program from the kindergarten through the senior high.

The language arts program throughout the school is of a high caliber. Penmanship is stressed in all written work. Spelling workbooks were dropped this year in favor of a method that allowed teachers more leeway in number of words taught, types of words studied, and presentation. In the first six grades, children use English workbooks that are advanced one year above grade level. Pupils are held to a high standard of accomplishment in written and oral expression.

The basic reading program in the first six grades is one of the best in the state. Children learn to attack words phonetically and most children read approximately one hundred books a year exclusive of basic textbooks. The SRA Reading Laboratory was introduced in the seventh and eighth grades this year with considerable success. The SRA Reading Laboratory is set up in such a way that all reading is done silently and emphasis is on comprehension. The special reading class, conducted by Mrs. Hall, experimented with the controlled reading machine. The machine is designed to increase the silent reading speed, at the same time increasing comprehension. Pupils scheduled to use the reading machine were selected on the basis of past accomplishments in reading. A study conducted by the University of Vermont showed that students having the strongest backgrounds in reading ability gained the most benefit from the use of the reading machine. Pupils in the intermediate grades and

one section of the eighth grade have worked with the machine this fall. During the spring session, pupils from the seventh grade and senior high school students who are college bound will have the opportunity to work with the controlled reader. Pupils are scheduled only during study halls.

Teachers from Lancaster, Whitefield, and Twin Mountain worked on a mathematics guide for the union. Mr. Edwin Humiston, secondary mathematics teacher in Lancaster School, was our well-qualified consultant for this work. The mathematics guide will be completed and in effect by January of 1962. It incorporates the best in modern mathematics and provides for a sequential learning of number concepts from kindergarten through the twelfth grade. Ours is the first really comprehensive guide in modern mathematics to be issued in New Hampshire. Many hours after school were devoted to the project by interested teachers. In-service meetings will be held in January, 1962 so that all teachers will have a good background in modern mathematics and the way in which it will be approached in the future.

Our sincere thanks and appreciation to the many people who keep our school running smoothly and thereby provide the foundation from which a strong program will continue to develop.

Respectfully submitted,
CATHERINE L. NOONAN
Teacher Consultant

January 16, 1962

Principal's Report

Mr. Harold A. Truell
Superintendent of Schools
Lancaster, New Hampshire

Dear Mr. Truell:

Another year has seen continued progress in the Lancaster School system. The results of many national standardized tests have shown that the school has been active in bringing good education to the children of our community. There is one test in particular that I would like to mention, that being the Cooperative English Test, a national test to evaluate the children in English Expression and Reading Comprehension. The average of our school was above national average, a credit to our young people and their teachers. This however does not mean that we are standing satisfied with our achievement, we are engaged in a three channel approach to make this record better. First is the organization and development of a correlated curriculum guide in the English area, second is the development of a reading program that will reach all of the students to enable them to make greater improvement, and third, the continued effort to improve our library and the use of the materials to establish proper reading habits by the students. This program involves all of the grades of the Lancaster School system. We are pleased with the developments so far and have high hopes of making this basic area of learning one of the very best.

As a part of the developmental program in the Language Arts area mentioned above, an experimental speed reading program for a limited number of students in grades four, five, six and eight, has been introduced. This has been most rewarding in its results. The young people involved doubled their reading speed in a very short time and improved comprehension while increasing speed. Many of these students report that there has been a big carry-over into other curricular areas and all are well pleased with the program. This is an area which I hope will be developed to a greater extent so that more of the students may profit from this experience.

We have, for the first time, established a six year French program. There are students taking credit in all of the six years of French offered, two years of conversational French in grades seven and eight, and French one, two, three, and

four, in high school. The largest number of students involved are naturally in French one and French two in high school. The number involved require us to offer two separate sections in each of these courses. It appears that we will have added interest in this area in the years to come.

New equipment in the shop area has enabled us to offer a better shop program than has previously been offered. We have broadened the program to include graphic arts. This has been very popular with the students and highly successful. Just as soon as we can get the area organized and set up, the students will have an opportunity to learn gas welding. The new equipment allows a much safer operation in all areas of the shop.

One of the changes made this year is in the length of class periods. Previously we have had three one hour periods and four, forty-five minute periods. We now are able to have five, fifty-five minutes periods and two, forty-five minute periods. This gives us a much better balance of class time and more flexibility than we have had up to this year. By doing this we have been able to provide solid session school days which works to the advantage of the students in that less time is lost at the noon hour.

Incidental to this we are now feeding approximately half of the student body in our school lunch program. Mrs. Herman Emery and the cafeteria staff have done an excellent job providing for the added number of students we feed each day. The quality of food and the service to feed the added students in approximately the same time, has been excellent.

The proposed new minimum standards by the New Hampshire Board of Education pose some problems which will have to be faced in the future. Among the major points to be considered are the need for a guidance program; an opportunity for physical education; an expanded offering in the fine arts area, to include the visual arts; and an expanded library program. These are very great problems and do not lend themselves to an easy or quick solution.

I wish to express my appreciation to you, Mr. Truell, for your help and guidance that you have given this past year as you have in the years past. It is through your help that the Lancaster School has made the progress that it now enjoys. My appreciation also goes to the Lancaster School Board for its forward looking leadership.

STANLEY B. TUFTS
Principal

PUPIL ENROLLMENTS 1961-1962

	Girls	Boys	Total
Kindergarten	38	31	69
Grade One	25	41	66
Grade Two	37	41	78
Grade Three	38	36	74
Grade Four	30	34	64
Grade Five	32	30	62
Grade Six	40	32	72
Grade Seven	31	31	62
Grade Eight	39	28	67
Grade Nine	35	34	69
Grade Ten	27	30	57
Grade Eleven	28	16	44
Grade Twelve	23	17	40
Totals	423	401	824

TUITION STUDENTS

District	Grades				Total
	9	10	11	12	
Jefferson, N. H.	12	10	10	3	35
Lunenburg, Vt.	11	2	3	5	21
Stratford, N. H.	0	1	0	0	1
Guildhall, Vt.	0	0	0	1	1
Kindergarten					
Whitefield, N. H.	2				2

FOLLOW-UP GRADUATES

	Colleges	Nursing	Marriage	Service	Work	Other Schools	Total
1960	5	2	1	3	12	5	28
1961	7	7	4	5	13	12	48

Music Department

REPORT OF INSTRUMENTAL MUSIC

Mr. Harold A. Truell
Superintendent of Schools
Lancaster, New Hampshire

Dear Mr. Truell:

Once again I am glad to submit to you my report on the instrumental music program at the Lancaster High School. Our program and the plan of work did not vary greatly from that of preceding years. Our orchestra rehearsals, both senior and junior, rotated through the seven periods so that students missed the same class or study hall only once in each seven weeks. The class lessons were all arranged for study hall periods.

The work in all classes and orchestras went on very well. About eighty students were connected with the instrumental department. There were thirty-five members in the senior orchestra and twenty-five in the junior group. Seven of the juniors joined the senior orchestra last fall. It was very fortunate that we had as many juniors ready to come in the senior orchestra, as graduation took the heaviest toll of excellent orchestra members that have ever graduated at any one time. However, our present group is doing a very good piece of work, and is proving that they are fully capable of assuming the responsibilities that have been dropped on their shoulders.

Last year the Lancaster Music Department was represented at the Eastern Division of the National Music Educators Association Conference, which was held at Washington, D. C., by violinist, Carolyn Henson, and in the chorus, by Carlene Polkey and Harold Moore. This was a most wonderful experience for these students and for their instructors as well. The musical experience was outstanding, and the city of Washington was in full preparation for Mr. Kennedy's inauguration. We took full advantage of our time to look over Washington as we possibly could, and by taking a guided tour we saw a great deal of our capital city, including the White House, Washington Monument, Bureau of Engraving, Capitol Building, Supreme Court and Lincoln Memorial. The trip was made by bus which we found to be a very easy and pleasant way to travel.

Last year our music department was well represented at

both the All New England and the All State Festivals. The All New England Festival was held at Rutland, Vermont and the All State at Nashua. These festival experiences are very valuable to all students, socially as well as musically. Many friendships are formed, which usually last throughout school life and very often into adult life.

The crowning local event of the year was the North Country Festival which was held at Groveton in May. The schools taking part in this festival were Berlin, Colebrook, Gorham, Haverhill, Lisbon, Littleton, Stratford, Lancaster, Whitefield, Woodsville, Groveton and Bethlehem. This festival was very successful and was enthusiastically received by a very large audience. Another similar festival is to be held at Gorham in May of this year.

I wish to take this opportunity to thank Mr. Truell and the Lancaster School Administration for the fine support given to the music department during the school year of 1961-1962.

Respectfully submitted,
GARDNER E. WENTWORTH

REPORT OF THE SUPERVISOR OF VOCAL MUSIC

Mr Harold A. Truell
Superintendent of Schools
Lancaster, New Hampshire

Dear Mr. Truell:

It is with pleasure that I offer you my annual report on our vocal music program in Lancaster schools.

Starting with the Kindergarten and continuing through the grades and high school, our first duty and function is to provide the children we guide with a sense of enjoyment in musical activities. As the enjoyment grows, desire to learn how to read music and to enjoy listening to the better programs automatically comes.

Last January two of the Seniors represented Lancaster Glee Club in Washington, D. C., at the National Music Educators Association Conference. The chorus was made up of young pupils from the Eastern States. It was a wonderful experience and opportunity for all who participated.

The All New England Music Festival was held the first week in April in Rutland, Vermont. Several of our High School Glee Club members were selected for this. Then the next week end we had the All State Music Festival to which more were chosen from our local group. Although we were preparing the above mentioned groups for these festivals, we

were having regular rehearsals for the entire chorus groups at school.

In May the North Country District Music Festival idea was revived and was held in the new gymnasium at Groveton. We were allowed to take fifty-two per cent of our Glee Club. We were well represented as we had more than one hundred members in the club. As the concert was so near Lancaster we did not have our usual Spring Concert; also, different groups participated in the graduation exercises. This coming April we will again have representation in the All New England Music Festival which is to be held in Kingston, Massachusetts, and in the All State Music Festival which is to be held in Concord, New Hampshire. At the North District Music Festival which is to be held in Gorham in May, we will have at least forty pupils representing Lancaster High School in the chorus.

The grades and junior high students throughout the year participated in their grade activities. At Christmas several of the grades combined and sang many of the traditional Christmas carols that heretofore have not been stressed too much because of pageants and plays.

The enthusiasm for music among the young people never seems to decrease, proof of this I feel is shown by the number of students that choose to be in the High School Glee Club which at present numbers 135.

I am very happy to report a most successful and interesting year for our vocal department and to observe that our students all through the school realize that "music is fun", but more than fun, music is a part of life itself.

I would like to express my thanks and appreciation to you, Mr. Truell, and to all the Administrative forces, teachers and pupils in helping to "make music".

Respectfully submitted,
RUTH C. WENTWORTH
Vocal Music Supervisor

ANNUAL REPORT OF DISTRICT TREASURER

Summary

Cash on hand June 30, 1960	\$ 4,312.94
Received from Selectmen, current appropriation	181,828.04
Received from Trust Funds	100.10
Received from State Treasurer (State Aid)	25,118.28
Received from State Treasurer (Federal Aid)	6,845.28
Received from Tuitions	21,610.88
Received from all other Sources	2,680.10
	<hr/>
Total amount available for fiscal year	\$242,495.62
Less School orders paid	235,203.45
	<hr/>
Cash on hand June 30, 1961	\$ 7,292.17

HUGH J. GALBRAITH, Treasurer

Assets

Total Assets	\$ 8,032.77
Excess of Liabilities over Assets	90,967.23
	<hr/>

Liabilities

Total Liabilities	\$ 99,000.00
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Audit Report

DIVISION OF MUNICIPAL ACCOUNTING
STATE TAX COMMISSION
Concord, New Hampshire

SUMMARY OF FINDINGS AND RECOMMENDATIONS

August 16, 1961

The School Board
Lancaster School District
Lancaster, New Hampshire

Gentlemen:

Submitted herewith is the report of the annual examination and audit of the accounts of the Lancaster School District for the fiscal year ended June 30, 1961, which was made by this Division in accordance with the vote of the District. Exhibits as hereafter listed are included as part of the report.

SCOPE OF AUDIT

Included in the examination and audit were accounts and records of the School Board and the School District Treasurer.

FINANCIAL STATEMENTS

Comparative Balance Sheets: (Exhibit A)

Comparative Balance Sheets as of June 30, 1960 and June 30, 1961, are presented in Exhibit A. As indicated herein, the Net Debt decreased by \$8,431.77 during the fiscal year ended June 30, 1961.

Analysis of Change in Financial Condition: (Exhibit B)

An analysis of the change in financial condition of the School District during the fiscal year is made in Exhibit B, with the factors which caused the change indicated therein.

Comparative Statements of Appropriations and Expenditures—Estimated and Actual Revenues: (Exhibits C & D)

Comparative statements of appropriations and expenditures, estimated and actual revenues for the fiscal year ended June 30, 1961, are presented in Exhibits C and D. As indicated by the Budget Summary (Exhibit D), a revenue surplus of \$10,990.85, plus a net unexpended balance of appropriations of \$89.38, resulted in a net budget surplus of \$11,080.23.

Summary Statement of Receipts and Expenditures:
(Exhibit E-1)

A summary statement of receipts and expenditures for the fiscal year ended June 30, 1961, made up in accordance with the uniform classification of accounts, is included in Exhibit E-1. Proof of the Treasurer's balance as of June 30, 1961, is included in Exhibit E-2.

Statement of Bonded Debt: (Exhibit F)

A statement of the outstanding bonded indebtedness of the School District as of June 30, 1961, showing annual debt service requirements, is contained in Exhibit F.

Statement of The Bond and Coupon Account: (Exhibit G)

A statement of the Bond and Coupon Fund account for the fiscal year ended June 30, 1961, is included in Exhibit G.

GENERAL COMMENTS

Current Surplus:

The current surplus (excess of total assets over current liabilities) decreased from \$10,601.00 to \$8,032.77, during the fiscal year as shown herewith:

	June 30, 1960	June 30, 1961
Total Assets	\$10,601.00	\$8,052.77
Current Liabilities	-0-	20.00
Current Surplus	<u>\$10,601.00</u>	<u>\$8,032.77</u>

Conclusion:

The provisions of Chapter 184 of the Laws of 1955, require that this report or the summary of findings and recommendations (letter of transmittal) shall be published in the next annual report of the School District.

We extend our thanks to the officials of the Lancaster School District for their assistance during the course of the audit

Yours very truly,

HAROLD G. FOWLER
Director

Division of Municipal Accounting
State Tax Commission

Joseph W. Boudreau, Auditor
Laurence M. Bean, Accountant

**DIVISION OF MUNICIPAL ACCOUNTING
STATE TAX COMMISSION
Concord, New Hampshire
August 16, 1961**

Certificate of Audit

This is to certify that we have examined and audited the accounts and records of the Lancaster School District for the fiscal year ended June 30, 1961. In our opinion, the Exhibits included herewith reflect the true financial condition of the School District on June 30, 1961, and the results of operations for the fiscal year ended on that date.

Respectfully submitted,
HAROLD G. FOWLER
Director
Division of Municipal Accounting
State Tax Commission

Joseph W. Boudreau, Auditor
Laurence M. Bean, Accountant

Budget for 1962-1963

	Expended 1960-1961	Adopted Budget 1961-1962	Proposed Budget 1962-1963
Administration			
Salaries of Dist. Officers	\$ 732.50	\$ 732.50	\$ 732.50
Supt.'s Salary (local share)	2,632.50*	2,610.00	2,641.50
Tax — State Wide			
Supervision	1,622.00	1,534.00	1,566.00
Administrative Personnel	4,943.37	4,985.00	4,921.00
Supplies & Expenses	3,487.98	3,474.50	3,341.31
Instruction			
Teachers' & Principal's Sal.			
High School	55,032.38	59,675.00	65,650.00
Elementary	79,286.64	83,975.00	88,500.00
Books & Instructional Aids			
High School	992.33	1,225.00	1,225.00
Elementary	1,246.42	1,525.00	1,525.00
Scholars' Supplies			
High School	2,082.12	3,000.00	3,000.00
Elementary	3,567.30	3,500.00	3,500.00
Salaries of Clerical Assistants			
High School	437.62	440.00	500.00
Elementary	437.63	440.00	500.00
Supplies & Other Expenses			
High School	679.81	1,250.00	1,250.00
Elementary	464.85	450.00	450.00
Operation of School Plant			
Salaries of Custodians			
High School	3,559.92	3,734.00	3,892.00
Elementary	3,559.93	3,734.00	3,892.00
Fuel or Heat—High	3,261.56	3,575.00	3,500.00
Fuel or Heat—Elem.	3,261.56	3,575.00	3,500.00
Water, Light & Janitors'			
Supplies—High	2,597.99	2,525.00	2,525.00
Water, Light & Janitors'			
Supplies—Elem.	2,598.00	2,525.00	2,525.00
Maintenance of School Plant			
Repairs & Replacements			
High School	2,778.33	2,500.00	4,250.00
Elementary	2,778.33	2,500.00	4,250.00

	Expended 1960-1961	Adopted Budget 1961-1962	Proposed Budget 1962-1963
Auxiliary Activities			
Health Supervision—High	726.41	1,530.11	1,554.75
Health Supervision—Elem.	1,964.00	1,530.12	1,554.75
Transportation—High	1,761.19	6,810.80	6,845.80
Transportation—Elem.	11,786.41	6,810.80	6,845.80
Tuition—High		1,000.00	1,250.00
Tuition—Elem.	655.79	1,000.00	1,250.00
Special Activities—High	162.91	447.49	100.00
Special Activities—Elem.	162.92		100.00
Fixed Charges			
Retirement & Social Security			
High School	3,975.72	4,236.20	4,944.81
Elementary	5,721.16	6,096.00	6,399.40
Insurance—High	901.68	900.00	900.00
Insurance—Elem.	901.68	900.00	900.00
Capital Outlay			
New Equipment—High	6,105.29	4,500.00	2,250.00
New Equipment—Elem.	680.47	4,500.00	2,250.00
Debt & Interest			
Principal of Debt	11,000.00	11,000.00	11,000.00
Interest on Debt	2,090.00	1,870.00	1,650.00
	<u>\$230,636.70</u>	<u>\$246,615.52</u>	<u>\$257,431.62</u>

*Superintendent's salary of \$8,750.00 was apportioned as follows: Carroll \$427.50; Whitefield \$1,440.00; Lancaster \$2,632.50 and State share \$4,250.00.

Superintendent's travel: Carroll \$114.00; Whitefield \$384.00; Lancaster \$702.00.

REVENUE

	Actual Receipts 1960-1961	Estimated Receipts 1961-1962	Estimated Receipts 1962-1963
Balance (actual or estim.)	\$ 4,312.94	\$ 100.00	\$ 50.00
State Aid	25,118.28	25,000.00	34,000.00
Federal Aid	6,845.28	2,000.00	500.00
Trust Funds	100.10	90.00	90.00
High School Tuitions	20,708.18	15,000.00	17,500.00
Elementary Tuitions	867.50		
Other	1,645.15	200.00	200.00
<hr/>			
Total Receipts other than Property Taxes	\$ 59,597.43	\$ 42,390.00	\$ 52,340.00
District Assessment Raised or to be Raised by Property Taxes	181,828.04	204,225.52	205,091.62
	<hr/>	<hr/>	<hr/>
	\$241,425.47	\$246,615.52	\$257,431.62

School Warrant

THE STATE OF NEW HAMPSHIRE

To the Inhabitants of the School District in the Town of Lancaster qualified to vote in district affairs:

You are hereby notified to meet at the Town Hall in said Lancaster on the twelfth day of March, 1962, at seven thirty o'clock in the evening to act upon the following subjects:

1. To choose a Moderator for the ensuing year.
2. To choose a Clerk for the ensuing year.
3. To choose one Member of the School Board from the former Town (rural) School District for the ensuing three years.
4. To choose one Member of the School Board from the former Union (village) School District for the ensuing three years.
5. To choose a Treasurer for the ensuing year.
6. To hear the reports of Agents, Auditors, Committees or Officers heretofore chosen, and pass any vote relating thereto.
7. To choose Agents and Committees in relation to any subject embraced in this warrant.
8. To see if the town will vote to have the New Hampshire State Tax Commission audit the school district financial books for the school year 1961-1962.
9. To see if the district will vote to authorize a committee, consisting of the School Board plus three members appointed by the moderator, to work with other school boards in the area to evaluate the desirability of a Cooperative High School, said committee also to study the necessity and desirability of additions to or improvements in the present school plant; and to raise and appropriate the sum of two thousand dollars (\$2000.00) for use by said committee for professional assistance in determining the necessity for additions to the present school plant or changes therein.
10. To see what sum of money the district will raise and appropriate for the support of schools, for salaries of school district officials and agent, and for the payment of statutory

obligations of the district, and to authorize the application of such sums as are estimated to be received from the state equalization fund together with other income; the School Board to certify to the selectmen the balance between the estimated revenue and the appropriation, which balance is to be raised by taxes by the town.

Given under our hands at said Lancaster this twenty-third day of January, 1962.

WALTER H. HINKLEY
 Chairman
 FRANK B. CURRIER
 CLIFFORD R. GRAY
 GRACE M. LEE
 ELLEN T. MOODY
 CHARLES B. LIVINGSTONE

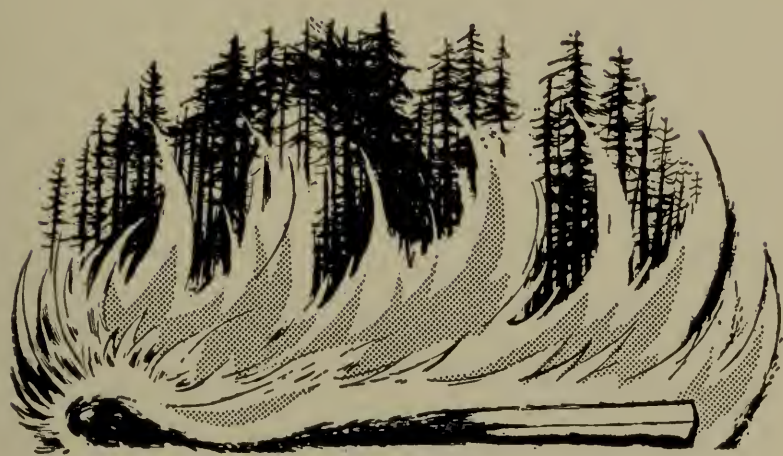
School Calendar 1962-1963

Term	Begins	Ends
Fall Term	September 5, 1962	December 21, 1962
Winter Term	January 2, 1963	February 15, 1963
Spring Term	February 25, 1963	April 19, 1963
Summer Term	April 29, 1963	June 21, 1963

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Teachers' Convention	October 26, 1962
Thanksgiving Recess	November 22-23, 1962
Good Friday	April 12, 1963
Memorial Day	May 30, 1963

Forest Fire Prevention is Everybody's Business



ONE MATCH can destroy
a forest

1961 RECORD

Number of Fires

None

Acreage Burned

None

Town Telephone Directory

Town Manager	Donald E. Crane	8-3391
Town Clerk and Treasurer,	Dorothy H. Cross	8-3391
Town Accountant and Fire Precinct Treasurer	Donna P. Young	8-3391
Public Health Nursing Service		8-2366
School Department		8-4842

Emergency Numbers

Police Department	8-4402
Fire Department	8-4830
Civil Defense	8-3391