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Town of Litchfield New Hampshire



Annual Reports

Year ending December 31, 2004

also

Annual Report of the School District

Year ending June 30, 2004

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LITCHFIELD, NH

TOWN OFFICERS

Office:	Office Holder a/o 12/31/04:	Term Expires:
Moderator:	John Regan	2006
Assistant Moderator (Town & School)	Philip M. Reed	2006
Selectmen:	John E. Pinciario, chairman	2007
	M. Patricia Jewett	2005
	Raymond Peeples	2005
	Jack Scheiner	2006
	Cecil A. Williams	2007
Administrative Assistant:	Cecile Durocher	
Budget Committee:	Brent Lemire, chairman	2007
	Ralph Boehm	2005
	John E. Caynon	2006
	John R. Devereaux	2006
	Susan Rafferty	2007
	William Spencer	2005
	Cecil Williams	Selectmen Rep
	Cynthia Couture	School Board Rep
Cable Advisory Committee	Richard Pentheny, chairman	2006
	John Beaulieu	2007
	Scott Cavanagh	2007
	Timothy Kearns	2005
	alternate Cynthia Couture	2006
	alternate David Hunt	2005
Cemetery Association Trustees		
Hillcrest Cemetery	Rosalyn Calawa, Pres.	2004
	Warren Adams	2004
	Edith Eldridge	2004
	Elaine Young	2004
Pinecrest Cemetery	Robert Leary, president	2005
	Karen Hodge	2008
	Robert Martineau	2006
	Richard Stoddard	2007
Checklist Supervisors:	Robert Redding, chairman	2010
	Christine Lepine	2008
	Shirley Reed	2006
Code Enforcement Officer:	Roland E. Bergeron	tenure
Asst. Code Enforce. Officer:	Thomas J. Malley	2005
Conservation Commission:	Thomas W. Levesque, Sr., chairman	2005

	Joan McKibben	2005
	Raymond C. Peeples, Jr.	Selectman Rep
	Roger St. Laurent, Jr.	2007
	Torene Tango-Lowy	2007
	Marjorie Z. Pitcher	2006
Fire Chief:	Thomas Schofield	2005
Forest Fire Warden	Thomas Schofield	2005
Health Officer:	Roderick Jones	8/13/05
Deputy Health Officer	Jacqueline Hoey, RN	
Library Trustees:	Michelle Parzych, chairman	2007
	Rita Blackadar	2007
	Amy Goldstein	2005
	Michaela Huston	2005
	alternate Jeffrey Hidalgo	2007
	alternate Mona Lepine	2005
Director of Library Services	Vicki L. Varick	
Planning Board:	John Blackadar, co-chair	2006
	Gregg R. Jeffrey, co-chair	2007
	Alison Douglas	2006
	Raymond Peeples	Selectman Rep
	Mary Ann Geist	2005
	Steven Perry	2005
	Charles E. Valenti	2007
	alternate Leon Barry	2005
Police Chief:	Joseph O'Brien	16-Jul-05
Recreation Commission:	Horace W. Seymour III, chairman	2005
	Ralph Boehm	resigned
	John Ferlan	2005
	Scott Innes	resigned
	Jason Kohm	2007
	Raymond Peeples	Selectman Rep
	Richard T. Rafferty, Jr.	2006
	alternate John Ferlan	2005
	alternate David Hansberry	2006
	alternate Anthony Schaffer	2007
Road Agent:	Gerard J. DeCosta	2005
So. NH Regional Plann. Comm.	M. Patricia Jewett	
Town Clerk/Tax Collector:	Diane L. Jerry	2005
Deputy Town Clerk/Tax Col.:	Patricia A. Textor	2005
Treasurer:	Eberhard Rau	2005
Deputy Treasurer	Marion Cason	2005
Trustees, Town Trust Funds:	Janet Ferren	2006
	Sheryl Hartling	2007

	Horace Seymour III	2005
Zoning Board of Adjustment:	Gregory Lepine, chairman	2005
	John Brunelle	2007
	Laura Gandia	2006
	John G. Regan	2006
	Richard Riley, Jr.	2007
	alternate Patrick Crean	2005
	alternate John R. Devereaux	2007
	alternate Albert Guilbeault	2006

TOWN WARRANT

TOWN OF LITCHFIELD

To the inhabitants of the Town of Litchfield in the County of Hillsborough in said State, qualified to vote in Town affairs:

You are hereby notified that the first session of the annual meeting of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Friday, February 11, 2005, at 7:00 o'clock in the evening for explanation, discussion and debate of each warrant article. Warrant Articles may be amended at this session per RSA 40:13, IV, except for Warrant Article 11, the wording of which is prescribed by law and cannot be amended per RSA 40:13(IV) (a).

You are hereby notified that the second session of the annual meeting of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Tuesday, March 8, 2005, at 7:00 o'clock in the fore noon for the choice of Town Officers elected by official ballot to vote on questions required by law to be inserted on the official ballot and to vote on all Warrant Articles from the first session on official ballot per RSA 40:13, VII. The polls for the election of Town Officers and other action required to be inserted on said ballot will open on said date at 7:00 o'clock in the fore noon and will not close earlier than 7:00 o'clock in the evening.

Article 1. To elect by ballot the following Town Officers:

Two Selectmen – three-year terms; One Town Clerk/Tax Collector – three-year term; one Town Treasurer - three-year term; one Road Agent - one-year term; one Fire Chief - one-year term; one Trustee of Town Trust Funds - three-year term; two Library Trustees – three-year terms; one Library Trustee - two-year term; one Library Trustee – one-year term; two Budget Committee members - three-year terms and one Budget Committee member for one-year term.

Article 2. Are you in favor of the adoption of the Zoning Ordinance Amendment No. 1 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

AMEND Section 402.00, *Temporary Placement of Manufactured Housing*, to be consistent with RSA 674:32, II, which increases the period of temporary occupancy from 4 months to 12 months because of fire or disaster making the primary residence uninhabitable. In addition, to authorize the Building Inspector/Code Enforcement Officer to issue permits instead of the Planning Board to prevent delay and hardship to occupants. The Planning Board will be notified of issuance and expiration of temporary permits for manufactured homes.
This amendment has Planning Board approval.

Article 3. Are you in favor of the adoption of the Zoning Ordinance Amendment No. 2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

AMEND Section 1302.00, Imposition of Public Capital Facilities Impact Fees and Section 1402.00, Imposition of Public School Facilities Impact Fees, to comply with recently approved Senate Bill 414 by adding subsection c to each section as follows:

c. Impact fees imposed pursuant to this ordinance shall be assessed by the Planning Board at the time of subdivision or site plan approval, and shall be stated in the Board's Notice of Decision and as a note on the approved plat or plan. When no Planning Board approval is required, impact fees shall be assessed prior, or as a condition for the issuance of a building permit or other appropriate permission to proceed with development.

This amendment has Planning Board approval.

- Article 4. Are you in favor of the adoption of the Zoning Ordinance Amendment No. 3 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

AMEND Section 2106.00, Sunset, to extend the expiration of the Growth Management ordinance from 2005 to 2006 by changing the year in the following sentence:

This Ordinance expires May 1, 2006 unless re-adopted prior to that date.

This amendment has Planning Board approval.

- Article 5. Are you in favor of the adoption of the Zoning Ordinance Amendment No. 4 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

AMEND Sections 502.03, Residential District; 802.03, Northern Commercial District; 902.03, Transitional District; 952.03, Northern Commercial/Industrial Service District and 1002.03, Southern Commercial/Industrial Service District, to conform to the intended design standard for Albuquerque Avenue development by adding the following sentence:

For Albuquerque Avenue, all buildings or structures shall be setback a minimum of seventy-five (75) feet from the edge of right-of-way.

This amendment has Planning Board approval.

- Article 6. To see if the town will vote to raise and appropriate the sum of \$850,000.00 for the construction and fit-up of a fire station to be located at the intersection of Wood Hawk Way and Albuquerque Avenue on town owned property and to appropriate the amount of \$0.00 representing the 2005 payment of principal and interest and to authorize the issuance of \$ 850,000.00 of bonds or notes in accor-

dance with the provisions of the municipal Finance Act (RSA Chapter 33), and to authorize the Board of Selectmen to issue and negotiate such bonds or notes, the term of which shall not exceed 5 years, and to determine the rate of interest thereon, the form and other details of said bonds or notes.

(Three-fifths ballot vote required). Recommended by the Board of Selectmen and the Budget Committee.

Article 7. Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$ 3,442,087.00. Should this article be defeated, the default budget shall be \$ 3,369,422 which is the same as last year, with certain adjustments required by previous action of the Town or by law or the governing body may hold one special meeting, in accordance with RSA 40:13,X and XVI, to take up the issue of a revised operating budget only. Recommended by the Board of Selectmen and the Budget Committee.

“NOTE: This warrant article (operating budget) does not include appropriation in ANY other warrant article.”

Article 8. To see if the Town will vote to raise and appropriate the sum of \$502,392.00 to construct 2,500 feet of Albuquerque Avenue (Center Section) from Meadowbrook Lane to Westview Drive, to construct approximately 400 feet of Liberty Way from Albuquerque Avenue to the Town Hall/Police Station, and to reconstruct the Hillcrest Road intersection at Albuquerque Avenue; and to authorize the use of 344,000.00 from the Highway Block Grant fund and to further authorized the withdrawal of \$158,392.00 from the road impact fees and Hillcrest Road offsite fund. This will be a non-lapsing account per RSA 32:3 (VI) and will not lapse until the work is completed or December 31, 2007 whichever shall occur first. Recommended by the Board of Selectmen and the Budget Committee.

Article 9. To see if the town will vote to raise and appropriate the sum of \$245,000.00 to engineer and construct a road drainage system on Corning Road. This will be a non-lapsing account per RSA 32:3 (VI) and will not lapse until the work is completed or December 31, 2009 whichever shall occur first. Recommended by the Board of Selectmen and the Budget Committee.

Article 10. To see if the Town will vote to hire a full-time police officer effective July 5, 2005 at an annual salary and related costs of \$53,314.00 and to further vote to raise and appropriate the sum of \$26,657.00 for wages and benefits for the period of July 5, 2005 to December 31 2005. Recommended by the Board of Selectmen. Not recommended by the Budget Committee.

Article 11. To see if the Town will vote to raise and appropriate the sum of \$62,532.00 for the construction of a new egress underdrain and a new gravity drainage system to correct the overall drainage pattern of the Aaron Cutler Memorial Library. This is a non-lapsing account per RSA 32:3 (VI) and will not lapse until the project is completed or December 31, 2009, whichever comes first. Recommended by the Board of Selectmen and the Budget Committee.

Article 12. To see if the town will vote to raise and appropriate the sum of \$147,000.00 for Phase I of a two-year town-wide revaluation plan. The entire cost of the revaluation assessment over the two-year phasing will be \$221,375.00 covering the cost of \$206,375.00 for the assessment and a cost of \$15,000.00 for the contracting of a project manager to supervise this project. This is a special warrant article per RSA 32:3 (VI), reflecting an appropriation that will not lapse until the completion of the town-wide revaluation or December 31, 2006 whichever shall occur first. Recommended by the Board of Selectmen. Not recommended by the Budget Committee.

Article 13. Shall the Town approve the cost item for wage and related costs that have been included in the collective bargaining agreement reached between the Town of Litchfield and Council 93 of the American Association of State, County and Municipal Employees, which provides for the following approximate increases in wages and benefits; \$14,817.36 in 2005; \$30,045.10 in 2006; \$45,535.09 in 2007; and further to raise and appropriate the sum of \$14,818.00 for the 2005 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels, paid in the prior fiscal year. This collective bargaining Agreement covers full and part time patrol officers, and full and part time dispatchers. Recommended by the Board of Selectmen and the Budget Committee.

Article 14. “To see if the town will vote to increase the veterans tax credit currency granted under RSA 72:28 from \$100.00 to \$300.00.”

There are 250 veterans in Litchfield, so it would not create much of an impact on the town budget. By petition.

Given under our hands and seal, this 24th day of January, in the year of our Lord two thousand and five.

Litchfield Board of Selectmen

John E. Pinciario, Chairman
Cecil A. Williams
M. Patricia Jewett
Ray C. Peeples, Jr.
Jack F. Scheiner

A true copy of Warrant—Attest:

Litchfield Board of Selectmen

John E. Pinciario, Chairman
Cecil A. Williams
M. Patricia Jewett
Raymond C. Peeples, Jr.
Jack F. Scheiner

**Deliberative Session
Town of Litchfield
February 11, 2005**

Time, Place: Meeting called to order at 7:00 p.m. by Moderator John Regan.

Present were: Selectmen John Pinciario, chairman; M. Patricia Jewett, Raymond Peeples, Jack Scheiner, and Cecil Williams (also Budget Committee rep.); Administrative Assistant Cecile Durocher; Budget Committee members Brent Lemire, chairman; Ralph Boehm (also School Board rep.), John Caynon, Scott Innes, Susan Rafferty, and William Spencer; Town Counsel David Lefevre and Jon Strasburg, and approximately forty (40) Litchfield voters and guests.

Ballot clerks on duty were Joan McKibben, Bertha Mieckowski, and Patricia Regan.

Following a series of announcements, the moderator led the assembly in the Pledge of Allegiance to the American flag.

On a voice vote, voters authorized non-voters to speak.

Moderator Regan asked for a motion to nominate “three guys” to carry ballot boxes in the event a paper ballot vote was required. Rich Lascelles made a motion to that effect, and it was amply seconded from the floor. No vote was actually taken.

Jack Pinciario MOVED to alter the order in which the articles were discussed, to allow Article 12 to be presented first. M. Patricia Jewett seconded. Motion carried by voice vote.

Article 12: To see if the town will vote to raise and appropriate the sum of \$147,000.00 for Phase I of a two-year town-wide revaluation plan. The entire cost of the revaluation assessment over the two-year phasing will be \$221,375.00 covering the cost of \$206,375.00 for the assessment and a cost of \$15,000.00 for the contracting of a project manager to supervise this project. This is a special warrant article per RSA 32:7 (VI), reflecting an appropriation that will not lapse until the completion of the town-wide revaluation or December 31, 2006 whichever shall occur first. Recommended by the Board of Selectmen. Not recommended by the Budget Committee.*

[*See changed recommendation at end of discussion.]

M. Patricia Jewett introduced NH Department of Revenue Administration (DRA) representatives David Hynes and Tom Welch. Mr. Hynes, who is Assessment Representative Supervisor for the DRA, thanked the assembly for allowing him to speak first, since he had a two-hour drive home.

Mr. Hynes said he'd been hoping when he spoke at last year's deliberative session that “the third time would be the charm,” but it turned instead into “three strikes and you're out.” He amplified upon this by saying Litchfield had been given until 2005 to plan for its own revaluation. Should the town not approve the process on its own,

he said the DRA would “send the Town’s assessment information to the Board of Tax and Land Appeals.” If that board decides that our assessment ratio is in failure (it was at 65% of current market value in 2004), it will hire the assessing firm it believes would do the best job of re-evaluating all Litchfield properties. The Governor and Council would pay for the work and then bill the town.

Unlike the proposal on Litchfield’s ballot, payment will be due in one year—whether or not residents vote to appropriate money for it. Mr. Hynes said this was not an idle threat. It had already happened to the town of Sandown.

Addressing the issue of cost, Mr. Hynes said adding various State agencies into the equation increases the cost of the work, and assessing companies adjust their charges accordingly. If a firm were prepared to offer a local-option bid of \$65.00 per parcel, he said, its bid might increase to \$85.00 per parcel with a forced reval. There were no questions from the floor, and the Moderator noted the article would appear on the ballot as originally presented.

NOTE: Following adjournment of the meeting, the Budget Committee convened in special session and reversed its original recommendation. The article will now appear **RECOMMENDED BY THE BOARD OF SELECTMEN AND THE BUDGET COMMITTEE.**

The Moderator then read through the remaining articles in their normal order, with various Town officials speaking to their intent.

Article 1 was the Election of Officers, and Moderator Regan read the listing of open positions.

Planning Board Co-Chairman John Blackadar explained the purpose behind each Planning Board proposal, Articles 2 through 5; Planning Board articles could not be amended from the floor, and all will appear on the ballot as originally presented:

Article 2: Are you in favor of the adoption of the Zoning Ordinance Amendment No. 1 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section 402.00, *Temporary Placement of Manufactured Housing*, to be consistent with RSA 674:32, II, which increases the period of temporary occupancy from 4 months to 12 months because of fire or disaster making the primary residence uninhabitable. In addition, to authorize the Building Inspector/Code Enforcement Officer to issue permits instead of the Planning Board to prevent delay and hardship to occupants. The Planning Board will be notified of issuance and expiration of temporary permits for manufactured homes.
This amendment has Planning Board approval.

John said this proposal was intended to make the Litchfield ordinance compliant with State Law.

Article 3: Are you in favor of the adoption of the Zoning Ordinance Amendment No. 2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows: AMEND Section 1302.00, *Imposition of Public Capital Facilities Impact Fees* and Section 1402.00, *Imposition of Public School Facilities Impact Fees*, to comply with recently approved Senate Bill 414 by adding subsection c to each section as follows:

c. Impact fees imposed pursuant to this ordinance shall be assessed by the Planning Board at the time of subdivision or site plan approval, and shall be stated in the Board's Notice of Decision and as a note on the approved plat or plan. When no Planning Board approval is required, impact fees shall be assessed prior, or as a condition for the issuance of a building permit or other appropriate permission to proceed with development.

This amendment has Planning Board approval.

John said this would bring the Town's ordinance into compliance with State Statute. The impact fees would be stated right on the plans at the time of their recording.

Article 4: Are you in favor of the adoption of the Zoning Ordinance Amendment No. 3 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section 2106.00, *Sunset*, to extend the expiration of the Grown Management Ordinance from 2005 to 2006 by changing the year in the following sentence:

This Ordinance expires May 1, 2006 unless re-adopted prior to that date.

This amendment has Planning Board approval.

John explained that the Town had adopted its existing ordinance several years ago. Now, the Planning Board has commissioned the Regional Planning Commission to evaluate a "total buildout" for the Town and several other items that would allow the Planning Board to make an appropriate proposal in 2006.

Article 5: Are you in favor of the adoption of the Zoning Ordinance Amendment No. 4 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Sections 502.03 *Residential District*; 802.03, *Northern Commercial District*; 902.03, *Transitional District*; 952.03, *Northern Commercial/Industrial Service District*, and 1002.03, *Southern Commercial/Industrial Service District*, to conform to the intended design standard for Albuquerque Avenue development by adding the following sentence:

For Albuquerque Avenue, all buildings or structures shall be set back a minimum of seventy-five (75) feet from the edge of right-of-way.

This amendment has Planning Board approval.

John said this provision was already written and adopted into the Town's Master Plan. This would bring the Zoning Ordinance into compliance with the Master Plan. No buildings front on Albuquerque; this would establish setbacks for side yards.

Article 6: To see if the town will vote to raise and appropriate the sum of \$ 850,000.00 for the construction and fit-up of a fire station to be located at the intersection of Wood Hawk Way and Albuquerque Avenue on town owned property and to appropriate the amount of \$0.00 representing the 2005 payment of principal and interest and to authorize the issuance of \$850,000.00 of bonds or notes in accordance with the provisions of the municipal Finance Act (RSA Chapter 33), and to authorize the Board of Selectmen to issue and negotiate such bonds or notes, the term of which shall not exceed 5 years, and to determine the rate of interest thereon, the form and other details of said bonds or notes. (Three-fifths ballot vote required). Recommended by the Board of Selectmen and the Budget Committee.

Ray Peeples said the Town had a Capital Improvements Program through which it tried to schedule needed projects over ten (10) years. He said the Town had gone a number of years without funding the capital improvements, "and they're starting to stack up." A south-end fire station was among the projects on the list; Mr. Peeples introduced Fire Chief Tom Schofield to address the proposal.

Chief Schofield said the south-end station was originally proposed by then-Chief Thomas Levesque in 1983, when the Town's population was 4,299. The population has since risen 97.72% to nearly 8,500 residents; the school population has increased by 260%.

The Chief spoke along with a slide presentation illustrating the reduced scope of the facility proposed this year, as opposed to last year's more ambitious plan, and showing the crowded conditions in the Town's existing fire station. Last year, the Department proposed an 8,300 square foot building; the 2005 plan was reduced by 40%. A secondary access was eliminated, making Albuquerque Avenue the sole access point. A double bay was eliminated, as was a community center/training area. The Chief said the project was cut approximately 40%.

Slides of the existing fire station showed how closely trucks must be parked in order to fit within the building. Firefighters' gear, the heating oil tank, and the personnel door used by residents seeking fire permits were shown cheek-by-jowl alongside the apparatus. The chief said there is no employee safety in the existing facility, nor can visiting children be kept safely away from the trucks. He said when there's a fire call firefighters are grabbing their gear a foot or so away from the moving vehicles.

Budget Committee member William Spencer said the Town's portion of the tax rate would increase approximately \$1.28 per thousand dollars of valuation if everything passed as recommended by the Budget Committee. The School District's increase, if passed as recommended by the Budget Committee, would be \$4.55. The impact of the Governor's proposal for Education Funding could be another \$1.76, making the full School District budget impact \$6.31. This would result in a proposed \$7.70 tax increase in 2005 and another \$7.00 increase the following year, not counting whatever might be added in the 2006 budget.

Thomas Levesque MOVED to amend the article by increasing the appropriation to \$1,200,000.00, moving the facility to Hillcrest Road, and increasing the term of the bonds or notes to seven years. John Devereaux seconded.

Mr. Levesque said the Town would be better served by the larger facility, located at the existing municipal complex, which is more centrally located. Ray Peeples said a study done by the Fire Insurance Underwriters recommended that we have two stations, one being at the south end and the other in the area of Brenton Street; he said the Town Complex would meet the criteria for the Brenton Street location.

Chief Schofield spoke against the amendment, saying it wouldn't serve the large population that had grown around the south end of Litchfield. John Caynon asked whether the facility as proposed could be enlarged later if needed, and Chief Schofield said it could be. He said the heating system would be sufficient to service the original building. Mr. Caynon said amending the 2005 proposal back to its 2004 cost would put the entire station in jeopardy. Chief Schofield agreed.

On a voice vote, the amendment was DEFEATED. There was no further discussion, and the article will appear on the ballot as originally proposed.

Article 7: Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$ 3,442,087.00. Should this article be defeated, the default budget shall be \$ 3,369,422 which is the same as last year, with certain adjustments required by previous action of the Town or by law or the governing body may hold one special meeting, in accordance with RSA 40:13,X and XVI, to take up the issue of a revised operating budget only. Recommended by the Board of Selectmen and the Budget Committee.

NOTE: This warrant article (operating budget) does not include appropriation in any other warrant article.

Cecil Williams said the Selectmen and Budget Committee had worked hard to come up with a budget that voters would be able to support and pay for. He asked that nothing further be added to it.

There was no discussion, and the Article will appear on the ballot as written.

The Moderator called a break in the proceedings for comments and/or announcements that were not an official part of the meeting.

Fire Chief Tom Schofield presented Firefighter Les Perrin with a new leather helmet for his use as long as he is a Litchfield firefighter. Les was voted *Firefighter of the Year* by Department members. The Chief said Les and his wife are both always available to help out. Les displayed his new helmet and said, "Everybody on the Department deserves one of these." He was offered a round of applause from the assembly.

Cecil Williams offered a few words of thanks to the retiring Town Clerk and she, too, was offered a round of applause.

Ray Peeples said everyone volunteering for local offices deserved a round of applause, especially those serving in unpaid capacities such as Zoning Board members and Trustees for the Library and Town Trust Funds. A third round of applause ensued.

Article 8: To see if the Town will vote to raise and appropriate the sum of \$502,392.00 to construct 2,500 feet of Albuquerque Avenue (Center Section) from Meadowbrook Lane to Westview Drive, to construct approximately 400 feet of Liberty Way from Albuquerque Avenue to the Town Hall/Police Station, and to reconstruct the Hillcrest Road intersection at Albuquerque Avenue; and to authorize the use of \$344,000.00 from the Highway Block Grant fund and to further authorized the withdrawal of \$158,392.00 from the road impact fees and Hillcrest Road offsite fund. This will be a non-lapsing account per RSA 32:7 (VI) and will not lapse until the work is completed or December 31, 2007 whichever shall occur first. Recommended by the Board of Selectmen and the Budget Committee.

Cecil Williams said it's difficult to pick which project is the most important; given the Town's limited funds. The center portion of Albuquerque was chosen because in its absence Meadowbrook Road is being used far beyond its design capacity, and the road is breaking down. He said the Road Agent hopes that taking traffic off that residential street may buy the Town five years before it has to be repaired. Mr. Williams pointed out that money to do the work "is in the bank," and the project would have no tax impact.

There were no questions from the floor, and the Article will appear on the ballot as printed.

Article 9: To see if the town will vote to raise and appropriate the sum of \$ 245,000.00 to engineer and construct a road drainage system on Corning Road. This will be a non-lapsing account per RSA 32:7 (VI) and will not lapse until the work is completed or December 31, 2009 whichever shall occur first. Recommended by the Board of Selectmen and the Budget Committee.

Ray Peeples said the Town of Derry has a sewer outfall pipeline running up Corning Road. The pipeline needs work, and Derry will tear up and then repave Corning Road at no expense to the Town of Litchfield. Ray said this was an opportunity for us to do some necessary drainage work without having to pay to tear up or repair the road. If we don't take advantage of this now, he said, we'll have to do the work anyway, and we'll be paying for everything. He said this would double the cost, at a minimum.

There was no discussion, and the Article will appear on the ballot as written.

Article 10: To see if the Town will vote to hire a full-time police officer effective July 5, 2005 at an annual salary and related costs of \$53,314.00 and to further vote to raise and appropriate the sum of \$26,657.00 for wages and benefits for the period

of July 5, 2005 to December 31 2005. Recommended by the Board of Selectmen. Not recommended by the Budget Committee.

Police Chief Joseph O’Brion spoke to the Article. He said Litchfield had six full-time officers dedicated to patrol duty, leaving the Town with some time each day when only one officer was on patrol. In 2004, the lone-duty officer responded to 387 calls, made 126 traffic stops, and handled 18 arrests. An arrest, he pointed out, takes from 2 to 4 hours, depending upon the type of arrest, and while this is being done there is no one on patrol. He said duty can be hazardous, especially for someone who has no backup. He described an incident last year in which a felon involved in a Manchester shooting was traveling through Litchfield with a loaded 9 mm weapon and an additional 46 rounds of ammunition; he was spotted and arrested on a residential street by Lieutenant Gerard Milette, who was on duty alone.

The Chief advised against relying on part-time officers to fill too many slots. He pointed out that it costs as much to equip a part-time officer as a full-time one, and the part-timer’s training often takes up to a year, because he/she generally has a full-time job somewhere else. This other job also makes the officer unavailable a good part of the time. He also said filling the night-time patrol gap by moving existing staff around would only put the “hole” at another time of the day.

Fire Chief Schofield added that his department sometimes gets into situations “where we won’t go in until the Police are there. Sometimes they’re [responding officers] from Londonderry or another town, so this impacts our Department, too.” [NOTE: The Fire Department responds to medical calls as well as to fires.]

There was no further discussion, and the Article will appear on the ballot as presented.

Article 11: To see if the Town will vote to raise and appropriate the sum of \$62,532.00 for the construction of a new egress underdrain and a new gravity drainage system to correct the overall drainage pattern of the Aaron Cutler Memorial Library. This is a non-lapsing account per RSA 32:7 (VI) and will not lapse until the project is completed or December 31, 2009, whichever comes first. Recommended by the Board of Selectmen and the Budget Committee.

Jack Scheiner said the drainage must be fixed so the library’s children’s room can be reconstructed. He introduced Michelle Parzych, Chairman of the Library Trustees, to explain the scope of the work.

Chairman Parzych said at its worst water was three inches deep, under and around the door. The wood floor in the children’s room had to be removed. The problem consisted of both surface water and ground water. Previous work took care of the surface water, but ground water is still there. She said part of an existing drain was not functioning, and only a vertical pipe was in place to serve as a catch basin. New perimeter drains are needed.

There were no questions from the floor, and the Article will appear on the ballot as printed.

Article 12 had already been discussed, so the Moderator moved on to

Article 13: Shall the Town approve the cost item for wage and related costs that have been included in the collective bargaining agreement reached between the Town of Litchfield and Council 93 of the American Association of State, County and Municipal Employees, which provides for the following approximate increases in wages and benefits; \$14,817.36 in 2005; \$30,045.10 in 2006; \$45,535.09 in 2007; and further to raise and appropriate the sum of \$14,818.00 for the 2005 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels, paid in the prior fiscal year. This collective bargaining Agreement covers full and part time patrol officers, and full and part time dispatchers. Recommended by the Board of Selectmen and the Budget Committee.

Jack Pinciario said negotiations had taken quite some time. The new contract, he said, includes a 3% salary increase and some increased benefits. The most notable addition was creation of a Master Patrolman position with ten years' service, which he said would give the officers an opportunity to move forward.

There was no discussion, and the Article will appear on the ballot as printed.

Article 14: "To see if the town will vote to increase the veterans' tax credit currency granted under RSA 72:28 from \$100.00 to \$300.00."

There are 250 veterans in Litchfield, so it would not create much of an impact on the town budget. By petition.

Bill Spencer asked whether the second sentence was appropriate. He MOVED to amend the Article by removing the wording about 250 veterans not creating much of an impact. Greg Lepine seconded. A vote on the amendment carried by unanimous voice vote.

Bill said the tax impact of the Article, assuming there are only 250 veterans, would be \$50,000.00. The Article generated little discussion and no further amendments. It will appear on the ballot as follows:

To see if the town will vote to increase the veterans' tax credit currency granted under RSA 72:28 from \$100.00 to \$300.00. By petition

At 8:45 p.m. Tom Levesque MOVED to adjourn. Greg Lepine seconded. The motion carried by voice vote.

Following adjournment, the Budget Committee met in special session, at which time members voted to recommend passage of Article 12, which they had previously not recommended.

A true record of business conducted at the Deliberative Session, attest:

Diane L. Jerry
Town Clerk

BUDGET FOR THE TOWN OF LITCHFIELD, N.H.

PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Warr. Art. #	Appropriations		Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing Fiscal Year		Budget Committee's Appropriations Ensuing Fiscal Year	
		Prior Year As Approved By DRA			Recommended	Not Recommended	Recommended	Not Recommended
GENERAL GOVERNMENT								
Executive		\$ 98,345	\$ 101,185	\$	\$ 101,725	\$		
Election, Reg, & Vital Statistics		74,150	72,880		77,369			77,369
Financial Administration		212,794	221,549		234,343			233,518
Legal Expense		59,900	46,551		53,400			53,400
Personnel Administration		174,000	170,966		188,990			188,990
Planning and Zoning		47,608	49,938		47,184			47,184
General Government Buildings		51,012	44,396		49,452			47,452
Cemeteries		1,000	844		1,000			1,000
Insurance		43,000	37,836		40,000			40,000
Other General Government		29,500	8,375		30,000			30,000
PUBLIC SAFETY								
Police		828,843	838,652		914,007			913,257
Ambulance		30,000	33,188		35,000			35,000
Fire		340,300	365,352		409,200			403,450
Building Inspection		75,377	74,714		80,835			80,835
Emergency Management		14,518	7,844		14,518			14,518
HIGHWAYS AND STREETS								
Administration		32,722	34,246		23,927			23,927
Highways & Streets		485,485	499,009		667,145			512,845
Street Lighting		13,450	11,254		13,200			13,200
								154,300

BUDGET FOR THE TOWN OF LITCHFIELD, N.H.

PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Warr. Art. #	Appropriations Prior Year As Approved By DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing Fiscal Year		Budget Committee's Appropriation Ensuing Fiscal Year	
				Recommended	Not Recommended	Recommended	Not Recommended
SANITATION							
Administration		43,385	53,911	65,180		65,180	
Solid Waste Disposal		293,830	265,336	300,142		297,142	3,000
HEALTH/WELFARE							
Administration		2,091	2,300	2,091		2,022	69
Pest Control		17,276	17,319	15,659		15,659	
Health Agencies & Hosp. & Other		7,300	7,300	9,450		9,450	
Vendor Payments & Other		20,000	26,742	30,400		30,400	
CULTURE AND RECREATION							
Parks and Recreation		54,377	56,050	62,663	1,000	63,663	
Library		121,971	121,927	132,606	1,434	134,040	
Patriotic Purposes		725	1,076	750		750	
Other Culture & Recreation		6,813	6,490	14,653		5,153	9,500
CONSERVATION							
Admin. & Purchases of Natural Resources		2,101	2,079	2,157		1,957	200
DEBT SERVICE							
Interest on Tax Anticipation Notes		1		1		1	
SUBTOTAL 1		\$3,181,874	\$3,179,309	\$3,617,047	\$ 2,434	\$3,442,087	\$ 177,394

BUDGET FOR THE TOWN OF LITCHFIELD, N.H. ****SPECIAL WARRANT ARTICLES****

PURPOSE OF APPROPRIATION (RSA 32:3,V)	Warr. Art. #	Appropriations Prior Year As Approved By DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing Fiscal Year		Budget Committee's Appropriation Ensuing Fiscal Year	
				Recommended	Not Recommended	Recommended	Not Recommended
Fire Station	6			\$ 850,000		\$ 850,000	
Albuquerque Ave.	8			502,392		502,392	
Corning Road	9			245,000		245,000	
Library Drainage	11			62,532		62,532	
Revaluation	12			147,000			147,000
SUBTOTAL 2 RECOMMENDED				<u>\$1,806,924</u>		<u>\$1,659,924</u>	

****INDIVIDUAL WARRANT ARTICLES****

PURPOSE OF APPROPRIATION (RSA 32:3,V)	Warr. Art. #	Appropriations Prior Year As Approved By DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing Fiscal Year		Budget Committee's Appropriation Ensuing Fiscal Year	
				Recommended	Not Recommended	Recommended	Not Recommended
Police Officer Hire	10	\$ 23,025					
Police Union Contract	13			14,818		14,818	
Defibrillators		10,000	9,810				
SUBTOTAL 3 RECOMMENDED				<u>\$ 41,475</u>		<u>\$ 14,818</u>	

SOURCE OF REVENUE	Warr. Art. #	Estimated	Actual	Estimated
		Revenues Prior Year	Revenues Prior Year	Revenues Ensuing Year
TAXES				
Timber Taxes		\$ 1,000	\$ 6,745	\$ 6,000
Payment in Lieu of Taxes		42,061	40,493	40,470
Interest & Penalties on Delinquent Taxes		27,400	31,315	29,000
Excavation Tax (\$.02 cents per cu yd)		2,308	2,308	2,300
LICENSES, PERMITS AND FEES				
Business Licenses and Permits		68,260	73,472	75,220
Motor Vehicle Permit Fees		1,200,000	1,264,719	1,277,100
Building Permits		60,000	73,573	72,525
Other Licenses, Permits & Fees		35,120	37,746	37,315
FROM STATE				
Shared Revenues		38,538	38,538	38,538
Meals & Rooms Tax Distribution		258,707	258,707	258,707
Highway Block Grant		155,354	155,354	166,944
State & Federal Forest Land Reimbursement		374	374	381
Other (Including Railroad Tax)		37,078	34,750	4,300
CHARGES FOR SERVICES				
Income from Departments		33,344	50,139	43,850

SOURCE OF REVENUE	Warr. Art. #	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
MISCELLANEOUS REVENUES				
Interest on Investments		61,800	66,538	66,100
Other		16,615	16,820	6,300
INTERFUND OPERATING TRANSFERS IN				
From Special Revenue Funds	8		3,320	361,900
From Trust & Agency Funds	8			140,492
OTHER FINANCING SOURCES				
Proc. from Long Term Bonds & Notes	6			850,000
TOTAL ESTIMATED REVENUES & CREDITS		<u>\$2,037,959</u>	<u>\$2,154,911</u>	<u>\$3,477,442</u>
BUDGET SUMMARY				
		Prior Year Adopted Budget	Selectmen's Recommended Budget	Budget Committee's Recommended Budget
SUBTOTAL 1 Appropriations Recommended		\$3,181,874	\$3,617,047	\$3,442,087
SUBTOTAL 2 Special Warrant Articles Recommended			1,806,924	1,659,924
SUBTOTAL 3 "Individual" Warrant Articles Recommended		33,025	41,475	14,818
TOTAL Appropriations Recommended		<u>\$3,214,899</u>	<u>\$5,465,446</u>	<u>5,116,829</u>
Less: Amount of Estimated Revenues & Credits		2,037,959	3,477,442	3,477,442
Estimated Amount of Taxes to be Raised		<u>\$1,176,940</u>	<u>\$1,988,004</u>	<u>\$1,639,387</u>
Maximum Allowable Increase to Budget Committee's Recommended Budget per RSA 32:18				426,682

BUDGET COMMITTEE SUPPLEMENTAL SCHEDULE
(For Calculating 10% Maximum Increase)

LOCAL GOVERNMENT UNIT: LITCHFIELD
FISCAL YEAR END 2005

	Recommended Amount
1. Total RECOMMENDED by Budget Committee	\$5,116,829
LESS EXCLUSIONS:	
2. Principal: Long-Term Bonds & Notes	
3. Interest: Long-Term Bonds & Notes	
4. Capital Outlays Funded From Long-Term Bonds & Notes per RSA 33:8 & 33:7-b	850,000
5. Mandatory Assessments	
6. TOTAL EXCLUSIONS (Sum of rows 2-5)	(850,000)
7. Amount recommended less recommended exclusion amounts (Line 1 less Line 6)	4,266,829
8. Line 7 times 10%	426,682
9. Maximum allowable appropriation prior to vote (Line 1 + 8)	5,543,511
	Cost items recommended
10. Collective Bargaining Cost Items, RSA 32:19 & 273-A:1, IV, (Complete Col. A prior to meetingg & Col. B and Col. C at meeting)	14,818

DEFAULT BUDGET FOR THE TOWN OF LITCHFIELD, N.H.

PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Prior Year Adopted Operating Budget	Reductions & Increases	Minus 1-Time Appropriations	DEFAULT BUDGET
GENERAL GOVERNMENT				
Executive	\$ 98,345	\$ 1,311	\$ 1,000	\$ 98,656
Election, Reg, & Vital Statistics	74,150	632		74,782
Financial Administration	212,794	16,667		229,461
Legal Expense	59,900	(6,500)		53,400
Personnel Administration	174,000	14,990		188,990
Planning and Zoning	47,608	768		48,376
General Government Buildings	51,012	(1,580)		49,432
Cemeteries	1,000			1,000
Insurance	43,000	(3,000)		40,000
Other General Government	29,500			29,500
PUBLIC SAFETY				
Police	851,868	43,720	3,850	891,738
Ambulance	30,000	5,000		35,000
Fire	340,300	44,523		384,823
Building Inspection	75,377	6,073		81,450
Emergency Management	14,518			14,518
HIGHWAYS AND STREETS				
Administration	32,722			32,722
Highways & Streets	485,485	11,800		497,285
Street Lighting	13,450			13,450
SANITATION				
Administration	43,385	20,560		63,945
Solid Waste Disposal	293,830	(14,128)		279,702

DEFAULT BUDGET FOR THE TOWN OF LITCHFIELD, N.H.

PURPOSE OF APPROPRIATIONS (RSA 32:3, V)	Prior Year Adopted Operating Budget	Reductions & Increases	Minus 1-Time Appropriations	DEFAULT BUDGET
HEALTH				
Administration	2,091			2,091
Pest Control	17,276	90		17,366
Health Agencies & Hosp. & Other	7,300			7,300
WELFARE				
Vendor Payments & Other	20,000	10,400		30,400
CULTURE AND RECREATION				
Parks and Recreation	54,377	8,600		62,977
Library	121,971	8,257		130,228
Patriotic Purposes	725			725
Other Culture & Recreation	6,813	1,190		8,003
CONSERVATION				
Admin. & Purchases of Natural Resources	2,101			2,101
DEBT SERVICE				
Interest on Tax Anticipation Notes	1			1
CAPITAL OUTLAY				
Machinery, Vehicles & Equipment	10,000		10,000	
TOTAL	<u>\$3,214,899</u>	<u>\$ 169,373</u>	<u>\$ 14,850</u>	<u>\$3,369,422</u>

Explanation for Increases

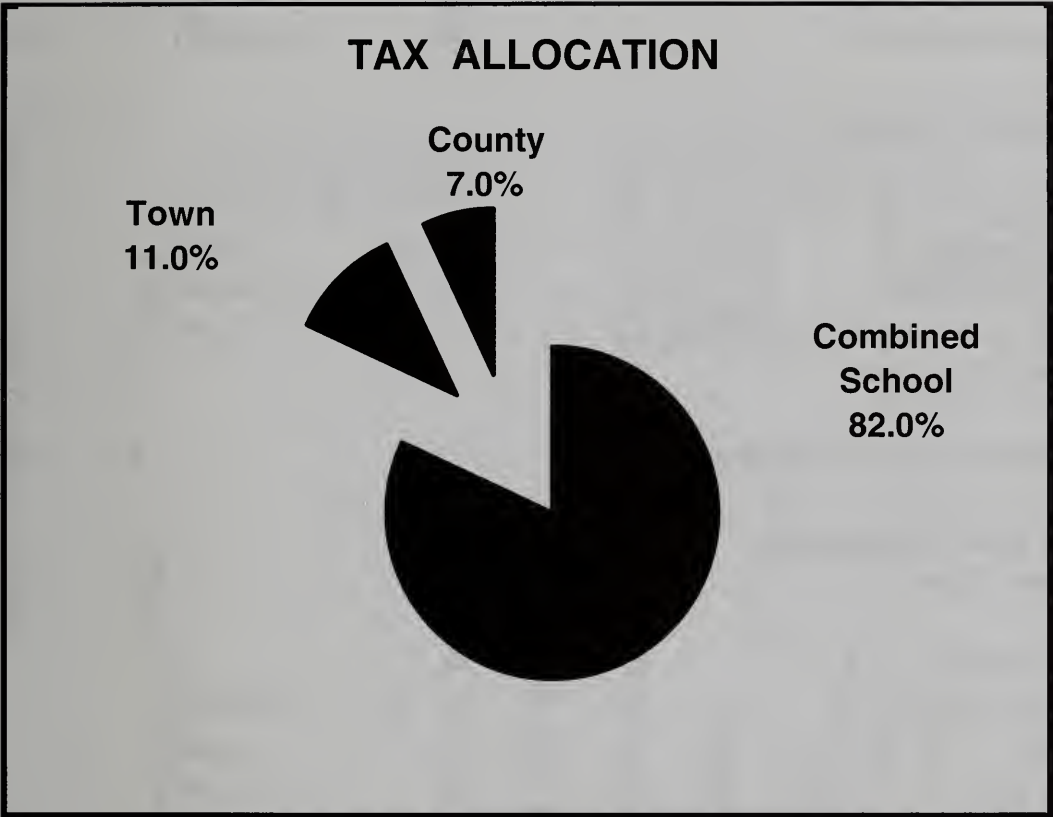
Listed increases for the various accounts are due to the following: a full year's salary and benefits for a police officer hired in July 2004, a 3% COLA granted in 2004 to employees, increases for contracted services such as, insurances, auditing, assessing, town report, equipment maintenance, ambulance service and dispatching; and mandated requirements such as employer FICA and Medicare taxes, employer retirement contributions, and welfare vendor payments.

Explanation for Reductions

Listed reductions are due to one time appropriations such as new equipment purchases and consulting services; and lower cost for some services and supplies.

2004 TAX RATE

School	15.70
Town	2.75
County	<u>1.69</u>
	20.14
State School Effort	<u>4.58</u>
Combined Tax Rate	24.72



Property assessed at \$200,000 has a resulting tax bill of \$4,944.00 which represents payment for each of the governmental units:

School	4,056.00
Town	550.00
County	<u>338.00</u>
	4,944.00

2004 SUMMARY INVENTORY

Residential And Commercial Valuations:

Residential Land	\$	130,530,177	
Commercial Land		16,560,965	
Current Land Use Values		331,469	\$ 147,422,611

Residential Buildings	\$	270,213,660	
Manufactured Housing		4,364,300	
Commercial Buildings		11,169,500	\$ 285,747,460

Gross Taxable Valuation			\$ 433,170,071
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Less:

Blind Exemptions	\$	30,000	
Elderly Exemptions		1,224,600	
Physically Handicapped Exemptions		73,800	\$ 1,328,400
Net Taxable Valuation			\$ 431,841,671

Gross Property Taxes at Total Rate (24.72)			\$ 10,675,126
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Less War Service Exemptions			(27,500)
Net Property Taxes			\$ 10,647,626

Utility Valuations:

Public Water Utility	\$	2,879,800	
Gas Utility		12,600	
Electric Utility		8,397,200	
Total Valuations			\$ 11,289,600
Utility Tax Commitment at Modified Rate (20.14)			227,373

Total Property Tax Commitments			\$ 10,874,999
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Total Tax Exempt & Non-Taxable Property			\$ 31,733,681
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Town of Litchfield, NH
TAX COLLECTOR'S REPORT
Year Ending December 31, 2004

		Debits	
		2003	2002 Levy
Uncollected, Beginning of Year			
#3110	Property	\$0.00	\$0.00
#3189	Utility	\$0.00	\$0.00
#3120	Land Use Change	\$0.00	\$0.00
#3185	Yield	\$0.00	\$0.00
#3187	Excavation Activity	\$0.00	\$0.00
	In Lieu of Taxes	\$0.00	\$0.00
	Total Uncollected, Beg. of Year	\$0.00	\$0.00

Committed During 2004

Property:			
#3110	Authority 1 May, 2004 (prop.)	\$5,341,050.00	\$0.00
#3110	Authority 1 Oct.	\$5,306,572.00	\$0.00
#3110	Authority 3 May (utilities)	\$106,572.00	\$0.00
#3110	Authority 3 Oct.	\$120,801.00	\$0.00
#3110	Added Tax, 2nd Issue	\$0.00	\$0.00
#3110	Recommitted Tax, 2nd Issue	\$0.00	\$0.00
	Payments in Lieu of Taxes	\$39,552.00	\$0.00
#3120	Land Use Change Taxes	\$50,590.00	\$0.00
#3185	Yield	\$8,240.15	\$0.00
#3187	Excavation	\$2,308.10	\$0.00
	Total Warrants:	\$10,975,685.25	\$0.00

* plus \$3,868.00 overbilled

\$3,868.00

Miscellaneous Receipts:

Interest:

#3190	property	\$5,519.95	\$6,754.42	\$0.00
#3190	yield tax	\$0.00	\$0.00	\$0.00
#3190	current use	\$130.78	\$0.00	\$0.00
#3110	Overpments collected, refunded in 2004	\$41,719.33	\$0.00	\$0.00
#3110	Ovrpmt collected,not yet refunded	\$0.00	\$0.00	\$0.00
#3110	2005 prepayments	\$6,400.00	\$0.00	\$0.00
#3110	Ovrpments under \$5.00 (not refunded)	\$37.49	\$0.00	\$0.00
	Returned Check Costs	\$70.00	\$0.00	\$0.00
	Duplicate Tax Bills	\$481.50	\$0.00	\$0.00
	2004 Pre-Lien Costs, Levy of '03	\$825.00	\$0.00	\$0.00
	Non-cash, 4/09/04 Tax Lien Int. & Costs	\$0.00	\$8,851.03	\$0.00
	Photocopies	\$10.00	\$0.00	\$0.00
	Total Miscellaneous:	\$55,194.05	\$15,605.45	\$0.00
	collected in 2003, refunded '04		\$2,549.53	

TOTAL DEBITS:

\$11,034,747.30

\$0.00

CREDITS

Remitted to Treasurer		2003 levy	2002 Levy
#3110	Property, includes ovpts. (CASH BOOK)	\$10,636,331.77	\$0.00
#3110	Property Tax Prepayments (for 2005 levy)	\$6,400.00	\$0.00
#3120	Land Use Change	\$5,690.00	\$0.00
#3185	Yield	\$7,614.67	\$0.00
#3190	Interest (all categories)	\$5,650.73	\$0.00
#3187	Excavation	\$2,308.10	\$0.00
	In Lieu of Taxes	\$39,552.00	\$0.00
	Duplicate Tax Bills	\$481.50	\$0.00
	Returned Check Costs	\$70.00	\$0.00
	2004 Pre-Lien Costs	\$825.00	\$0.00
	Photocopies	\$10.00	\$0.00
	Total Remitted:	\$10,704,933.77	\$177,339.27
Non-cash Transactions:			
Abatements:			
	property taxes	\$5,056.48	
#3185	yield tax	\$0.00	\$0.00
	current use taxes	\$18,900.00	
	payments in lieu of taxes	\$0.00	\$0.00
	Converted to Lien-- principal	\$0.00	\$0.00
	April, 2004 Lien Interest & Costs		\$0.00
	Overpayments carried forward from '03	\$8,851.03	\$0.00
	and refunded in 2004	\$2,549.53	
	Total Non-Cash Transactions:	\$122,535.81	\$0.00
Uncollected, Year-End:			
#1080	Property		\$0.00
#1080	Current Use	\$279,231.57	
	Yield Taxes	\$26,000.00	
		\$625.48	\$0.00

Total Uncollected:	\$305,857.05	\$0.00	\$0.00
TOTAL CREDITS:	\$11,034,747.30	\$299,875.08	\$0.00

Debits

	2004 lien, '03 Levy	2003 Lien, '02 Levy	2002 Lien, '01 Levy	2001 Lien, '00 Levy
Unredeemed--				
Beginning of Year	\$0.00	\$50,656.80	\$35,642.97	\$1,446.88
Executed During 2004	\$119,986.28	\$0.00	\$0.00	\$0.00
Interest & Costs Collected	\$2,725.08	\$2,551.16	\$11,937.67	\$0.00
Interest Abated	\$0.00	\$0.00	\$0.00	\$0.00
Interest & Costs Deeded	\$0.00	\$0.00	\$0.00	\$0.00
Total Debits:	\$122,711.36	\$53,207.96	\$47,580.64	\$1,446.88

Credits

Remitted to Treasurer:

Redemptions of Principal	\$55,198.65	\$8,635.50	\$35,593.98	\$1,001.07
#3190 Interest & Costs	\$2,725.08	\$2,551.16	\$11,937.67	\$0.00

Non-Cash

Abatements:	\$0.00	\$0.00	\$48.99	\$0.00
Deeded:	\$0.00	\$0.00	\$0.00	\$0.00
#1110 Unredeemed	\$64,787.63	\$42,021.30	\$0.00	\$445.81
Total Credits:	\$122,711.36	\$53,207.96	\$47,580.64	\$1,446.88

A true record of Tax Collector activity for the year 2004, attest:

Diane L. Jerry, Tax Collector
January 5, 2005

TOWN CLERK'S REPORT
January 1, 2004 through December 31, 2004

Candidate Filing Fees:		\$40.00	
Disposal Fees:		\$4,370.00	
Dogs:	Licenses:		
	1,266 regular	\$9,264.50	
	5 group	\$100.00	
	51 senior	\$102.00	
	2 guide dogs @ nc	\$0.00	
	Duplicate Dog Tags:	\$6.00	
	Fines & Penalties:	\$1,577.00	
	Owner Listing	\$25.00	
Dredge & Fill Permits:	(all @ n.c.)	\$0.00	
Hawkers' & Peddlers' Permits:		\$50.00	
Incorporation Filings:		\$5.00	
Motor Vehicles:	Registrations:		
	9,263 regular	\$1,240,315.67	
	2 vete @ nc	\$0.00	
	5 municipal @ nc	\$0.00	
	duplicates	\$260.00	
	municipal agent fees	\$20,812.50	
	Titles:	\$3,680.00	
	Boats:	\$24,009.13	
Overpayments:		\$20.00	
Photocopies:		\$1.50	
Pole Permits:		\$10.00	
Postage:		\$6,842.82	
Resident Decals:		\$0.00	
Returned-Check Fees:		\$599.78	
UCCs:	regular filings	\$1,260.00	
	IRS direct deposits	\$120.00	
	releases	\$30.00	
	searches	\$0.00	
Vital Records:	marriage licenses	\$1,440.00	
	certified copies	\$652.00	
Voter Checklist		\$75.00	
Voter Registration Card:		\$0.00	
Zoning/Subdivision Manuals:		\$115.00	
		\$1,315,782.90	includes \$120.00 direct-deposited

A true record of financial records for the year 2004, attest:

Diane L. Jerry
Town Clerk
January 5, 2005

**Town of Litchfield, New Hampshire
2004 Summary Cash Statement**

Cash and Investment Balance, December 31, 2003		3,853,493.64
Deposits:		
Town Clerk	1,315,662.90	
Tax Collector	10,999,916.15	
Selectmen's Office	974,116.01	
Building Department	73,641.72	
Interest on Investments	66,539.29	
Transfers from Escrows	82,847.38	
Transfers from Recreation Commission	18,383.23	
Transfers from DARE Fund	2,720.35	
Transfers from Fire Dept Grant	0.00	
Transfers from Impact Fees	210,224.82	
Transfers from Conservation	144,199.30	
Transfers from Police Detail	27,694.52	
Transfers from Cablevision Fund	(31,416.55)	
NFS Checks - Net	72.00	
Other	433.71	
Total Receipts		13,885,034.83
Less Selectmen's Orders Paid		(13,416,552.48)
Cash and Investment Balance, December 31, 2004		<u><u>4,321,975.99</u></u>
Bank of NH Checking Account	119,353.51	
Bank of NH Overnight Repurchase	1,418,477.91	
Bank of NH Certificate of Deposit	3,992,662.98	
Citizens Municipal Repurchase	265,589.83	
Outstanding Checks	(1,474,108.24)	
Deposits in Transit	0.00	
Cash and Investment Balance, December 31, 2004		<u><u>4,321,975.99</u></u>

Eberhard W. Rau
Treasurer
Town of Litchfield

Town of Litchfield, New Hampshire
Other Town Funds
2004 Statement of Activity

NAME OF ACCOUNT:	BEGINNING BALANCE	DEPOSITS & INTEREST	WITHDRAWN	ENDING BALANCE
Cablevision Grant	2,291.84	36,434.87	4,583.45	34,143.26
Civil Defense/Fire Pond Dredge/Ind. Dev	15,986.42	149.02		16,135.44
Crowell Estates - Offsite Improvements	10,914.17	135.07		11,049.24
Cummings Farm Offsite Recreational Fees	181.80	0.15	181.95	0.00
Fire Grant Fund	144.40	10.83	155.23	0.00
Fire Camera Equipment Fund	0.00	5,163.53		5,163.53
Mockingbird Fund	0.00	25,025.94	22,608.10	2,417.84
Parker Park Footbridge Fund	13,921.07	172.28		14,093.35
Recreation Commission Revolving Fund	5,336.29	27,193.81	18,581.73	13,948.37
Sawmill Brook Recreation Fund	23,041.92	285.15		23,327.07
D.A.R.E. Program	10,377.55	4,227.55	2,720.35	11,884.75
Police Special Detail Fund	491.70	27,605.45	27,694.52	402.63
Environmental Fund	896.21	8.79		905.00
Town Office Complex - Furniture	3,444.50	59.81		3,504.31
Conservation Fund	278,735.41	17,100.51	144,199.30	151,636.62
Conservation Education Fund	1,785.38	8.13		1,793.51
Road Impact Fees	113,281.04	1,013.07	111,126.27	3,167.84
School Impact Fees	32,035.88	3,008.98	25,173.40	9,871.46
Municipal Impact Fees	423.44	146.71		570.15
Library Impact Fees	980.01	90.12		1,070.13
Recreational Impact Fees	277.75	153.76		431.51
New - Road Impact Fees	87,229.08	55,360.81	5,943.48	136,646.41
New - Elementary School Impact Fees	152,927.09	101,116.67	28,298.23	225,745.53
New - High School Impact Fees	93,204.88	61,525.84	38,662.44	116,068.28
New - Fire Impact Fees	304.57	5,646.00	1,021.00	4,929.57
New - Police Impact Fees	6,083.49	3,627.74		9,711.23
New - Municipal Impact Fees	1,406.59	1,656.32		3,062.91
New - Library Impact Fees	8,918.94	5,393.56		14,312.50
New - Recreational Impact Fees	72,174.87	49,990.04		122,164.91
Total	<u>936,796.29</u>	<u>432,310.51</u>	<u>430,949.45</u>	<u>938,157.35</u>

Eberhard W. Rau
Treasurer
Town of Litchfield

Town of Litchfield, New Hampshire
Escrow Funds
2004 Statement of Activity

NAME OF ACCOUNT:	BEGINNING BALANCE	DEPOSITS & INTEREST	WITHDRAWN	ENDING BALANCE
110 Page Road, LLC	3,655.28	1,428.64	2,333.75	2,750.17
43 Cutler, LLC	750.97	1.88	752.85	0.00
43 Cutler, LLC	2,659.34	1,193.63	708.50	3,144.47
AMP Properties, LLC	5,451.46	446.14	432.50	5,465.10
Carcon Company	869.72	2.18		871.90
Charbonneau, Richard	1,308.14	3.28		1,311.42
Chonghun Yim	5,585.37	14.58		5,599.95
CNC Trust (Mockingbird Lane)	2,821.17	5.74	951.25	1,875.66
Continental Paving (Golf Course)	3,834.94	729.63	720.00	3,844.57
Continental Paving (Quarry)	5,119.15	12.85		5,132.00
Continental Paving (Quarry Project)	2,057.35	5.16		2,062.51
Continental Paving (Mini Storage)	3,833.89	954.62	945.00	3,843.51
Continental Paving (Subdivision)	771.25	1.89	773.14	0.00
Continental Paving	16,428.98	113.22		16,542.20
Cooper Financial	2,603.01	1,752.94	1,880.75	2,475.20
Cooper Financial	3,755.88	9.12	609.50	3,155.50
Cooper, Mark	0.00	26,458.01		26,458.01
Cutler & Page, LLC	2,691.78	3,492.47	3,425.67	2,758.58
Duval Family	0.00	750.25	100.00	650.25
Etchstone Properties (Pinecrest)	3,780.48	219.27	3,999.75	0.00
Etchstone Properties (Cutler)	6,642.31	787.12	770.50	6,658.93
Empire Homes	4,862.79	557.17	545.00	4,874.96
Empire Homes	3,718.66	2.80	3,721.46	0.00
Hawkview Associates (Larchmont Phase IV)	1,772.83	4.34	1,777.17	0.00
H.J. Stabile & Son (Forest Hills IV)	1,509.55	3.70	1,513.25	0.00
Homes By Paradise (Larchmont Amendment)	1,718.74	354.32	350.00	1,723.06
Homes By Paradise (Rookery Way)	2,764.05	5,067.29	5,835.75	1,995.59
Homes By Paradise (Moose Hollow Ext)	751.29	11,687.71	11,685.78	753.22
Jacqueline Johnston	1,840.29	3,071.65	4,076.09	835.85
Larchmount IV (Road Offsite)	16,806.29	42.21	500.00	16,348.50
Leary, Florence (Excavation Fund)	1,444.54	3.62		1,448.16
Leary, Florence (Restoration Bond)	13,415.13	35.00		13,450.13
M L - 96 Investments, Inc.	1,963.45	4.80	1,968.25	0.00
Morin, William	0.00	1,500.65	220.00	1,280.65
Nakomo Drive Drainage Offsite	3,311.93	8.27	3,320.20	0.00
Page & Cutler	0.00	2,754.13		2,754.13
Pennichuck East Utility	2,465.81	6.17	2,471.98	0.00
Pinecreek Village	0.00	8,002.79	778.75	7,224.04
R.J. Moreau Companies (Miller)	2,805.08	6.87	2,811.95	0.00
R.J. Moreau Companies (Augusta)	2,794.26	414.95	408.00	2,801.21
R.J. Moreau Companies (Brookview)	1,516.76	142.02	1,658.78	0.00
Sawmill Brook Development Corp	6,503.44	16.32		6,519.76
St. Francis of Assisi (Site Plan)	2,498.83	6.12	2,504.95	0.00
Stage Crossing	0.00	13,874.11	10,121.50	3,752.61
VAB Properties (Pinecrest)	2,736.19	9,589.73	6,812.70	5,513.22
Vessels, William	0.00	2,009.81	1,964.00	45.81
West, Alida (Old English Estates)	2,775.31	6.96		2,782.27
West, Kurt & Alida (Olde Estates)	750.36	1.82	40.00	712.18
Yun Chan Han	933.98	2.34		936.32
Total	<u>156,280.03</u>	<u>97,560.29</u>	<u>83,488.72</u>	<u>170,351.60</u>

Eberhard W. Rau
Treasurer
Town of Litchfield

FINANCIAL REPORT
Town of Litchfield, N.H.

January 1, 2004 to December 31, 2004

REVENUES - Modified Accrual

Revenues from taxes

Property taxes		\$10,860,016
State and local taxes assessed		
for school districts	\$8,934,418	
Timber taxes		8,240
Payments in lieu of taxes		39,552
Interest and penalties on delinquent taxes		39,581
Excavation Tax (@ \$.02 per cu. yd.)		2,308
TOTAL		<u>\$10,949,697</u>

Revenue from licenses, permits, and fees

Business licenses and permits	\$	73,472
Motor vehicle permit fees		1,264,719
Building permits		73,574
Other licenses, permits, and fees		32,387
TOTAL	\$	<u>1,444,152</u>

Revenue from the federal government

DWI patrols	\$	2,376
TOTAL	\$	<u>2,376</u>

Revenue from the State of New Hampshire

Shared revenue block grant	\$	64,378
Meals and rooms distribution		258,707
Highway block grant		155,354
State and federal forest land reimbursement		374
Other state grants and reimbursements		
Disaster assistance	\$	27,595
OHRV grants		547
Gas tax refund		314
Emergency management grant		511
		<u>28,967</u>
TOTAL	\$	<u>507,780</u>

Revenue from charges for services

Income from departments	\$	25,124
Other charges – Recycling fees		28,015
TOTAL	\$	<u>53,139</u>

Revenue from miscellaneous sources

Interest on investments	\$ 66,585
Rents of property	1
Fines and forfeits	5,117
Insurance dividends and reimbursements	12,678
Contributions and donations	14,965
Other miscellaneous sources not otherwise classified	341
TOTAL	\$ 99,687

TOTAL REVENUES FROM ALL SOURCES

\$13,056,831

TOTAL FUND EQUITY (Beginning of year)

1,115,517

TOTAL\$14,172,348**EXPENDITURES**

	Total expenditure	Equipment and land purchases
General government		
Executive	\$ 101,563	\$
Election, registration and vital statistics	73,302	
Financial administration	221,520	
Legal expense	46,550	
Personnel administration	168,346	
Planning and zoning	48,438	
General government building	44,334	
Cemeteries	845	
Insurance not otherwise allocated	37,836	
Other general government	8,375	
TOTAL	\$ 751,109	
Public safety		
Police	\$ 865,688	\$ 16,236
Ambulance	33,188	
Fire	364,752	
Building inspection	75,284	
Emergency management	7,845	
TOTAL	\$ 1,346,757	\$ 16,236
Highways and streets		
Administration	\$ 34,292	
Highways and streets	499,009	
Street lighting	7,306	
TOTAL	\$ 540,607	

Sanitation		
Administration	\$ 55,053	
Solid waste disposal	249,823	
Other sanitation	15,513	
TOTAL	\$ 320,389	
Health		
Administration	\$ 2,300	
Pest control	17,319	
Health agencies and hospitals	7,300	
TOTAL	\$ 26,919	
Welfare		
Direct assistance	\$ 26,741	
TOTAL	\$ 26,741	
Culture and recreation		
Parks and recreation	\$ 56,050	
Library	123,202	
Patriotic purposes	1,076	
Other culture and recreation	6,490	
TOTAL	\$ 186,818	
Conservation		
Other conservation	\$ 1,529	
TOTAL	\$ 1,529	
Payments to other governments		
Taxes assessed for county	\$ 753,522	
Local education taxes assessed	6,956,164	
State education taxes assessed	1,978,254	
TOTAL	\$ 9,687,940	
TOTAL EXPENDITURES	\$12,888,809	\$ 16,236
TOTAL FUND EQUITY	\$ 1,283,539	
TOTAL	\$14,172,348	

GENERAL FUND BALANCE SHEET
As of December 31, 2004

ASSETS	Beginning of year	End of of year
Current assets		
Cash and equivalents	\$ 357,894	\$ 930,701
Investments	4,084,578	4,009,391
Taxes receivable	276,302	291,303
Tax liens receivable	78,165	106,809
Accounts receivable	1,821	2,294
Due from other governments	228,910	
Due from other funds	121,007	6,853
TOTAL ASSETS	<u>\$5,148,677</u>	<u>\$5,347,351</u>
 LIABILITIES AND FUND EQUITY		
Current liabilities		
Warrants and accounts payable	\$ 726,589	\$ 192,876
Due to school districts	3,240,550	3,820,938
Due to other funds	44,066	
Deferred revenue	21,955	49,998
TOTAL LIABILITIES	<u>\$4,033,160</u>	<u>\$4,063,812</u>
 Fund equity		
Reserve for encumbrances:		
General government		\$ 7,000
	\$ 7,000	\$ 7,000
Reserve for continuing appropriations:		
Highway block grant		\$ 392,974
Fire pond dredging		970
Pinecrest road reconstruction		2,496
Fire equipment		5,000
	\$ 280,428	\$ 401,440
Unreserved fund balance	828,089	875,099
TOTAL FUND EQUITY	<u>\$1,115,517</u>	<u>\$1,283,539</u>
TOTAL LIABILITIES AND FUND EQUITY	<u><u>\$5,148,677</u></u>	<u><u>\$5,347,351</u></u>

RECONCILIATIONS

RECONCILIATION OF SCHOOL DISTRICT LIABILITY

	Amount
School district liability at beginning of year	\$ 3,240,550
ADD: School district assessment for current year	8,934,418
TOTAL LIABILITY WITHIN CURRENT YEAR	12,174,968
SUBTRACT: Payments made to school district	(8,354,030)
School district liability at end of year	3,820,938

RECONCILIATION OF TAX ANTICIPATION NOTES

Short-term (TANS) debt at beginning of year	- 0 -
ADD: New issues during current year	none
SUBTRACT: Issues retired during current year	none
Short-term (TANS) debt outstanding at end of year	- 0 -

ALLOWANCE FOR ABATEMENTS WORKSHEET

	Current year	Prior year	TOTAL
Overlay/Allowance for Abatements (Beginning of year)	35,959	15,000	50,959
SUBTRACT: Abatements made (From tax collector's report)	(5,056)	(49)	(5,105)
SUBTRACT: Refunds (Cash abatements)	(9,874)		(9,874)

ESTIMATED ALLOWANCE FOR ABATEMENTS AT

END OF YEAR	(14,554)	(446)	(15,000)
Excess of estimate	(6,475)	(14,505)	(20,980)

TAXES/LIENS RECEIVABLE

WORKSHEET

	taxes	liens	TOTALS
Uncollected, end of year	\$305,857	\$107,255	\$413,112
SUBTRACT: "Overlay" carried forward as Allowance for Abatements	(14,554)	(446)	(15,000)
Receivable, end of year	291,303	106,809	398,112

SUMMARY OF REVENUES FOR ALL OTHER FUNDS

January 1, 2004 to December 31, 2004

REVENUE AND OTHER FINANCING SOURCES	Special revenue
Revenue from taxes	\$112,746
Revenue from charges for services	
Parks and recreation	27,118
Revenue from miscellaneous sources	
Interest on investments	4,127
Other miscellaneous sources	20,702
Interfund operating transfers in	13,875
TOTAL REVENUE AND OTHER SOURCES	\$178,568

SUMMARY OF EXPENDITURES FOR ALL OTHER FUNDS

January 1, 2004 to December 31, 2004

EXPENDITURES (BY FUNCTIONS)	Special revenue
General government	\$ 4,584
Public safety	2,720
Culture and recreation	22,049
Capital outlay	151,077
TOTAL EXPENDITURES	\$180,430

BALANCE SHEET FOR SUMMARY OF ALL OTHER FUNDS

As of December 31, 2004

ASSETS	Special revenue
Current assets	
Cash and equivalents	\$ 31,562
Investments	225,306
TOTAL ASSETS	\$256,868
LIABILITIES AND FUND EQUITY	
Liabilities	
Due to other funds	\$ 3,762
TOTAL LIABILITIES	\$ 3,762
Fund equity/Capital	
Unreserved fund balance	\$253,106
TOTAL FUND EQUITY	\$253,106
TOTAL LIABILITIES AND FUND EQUITY	\$256,868

COMPARATIVE STATEMENT OF APPROPRIATIONS AND EXPENDITURES
FISCAL YEAR ENDING DECEMBER 31, 2004

Account	Appropriations	Expended	Unexpended	
			Balances	Deficits
Executive	15,525.00	16,000.95		475.95
Administration	69,140.00	69,351.80		211.80
Town Meeting	13,680.00	15,831.78		2,151.78
Town Clerk's Office	72,604.00	71,588.82	1,015.18	
Voter Registration	1,546.00	1,291.26	254.74	
Accounting and Auditing	135,968.00	141,673.71		5,705.71
Tax Collector's Office	68,692.00	72,391.93		3,699.93
Treasury	7,039.00	6,928.95	110.05	
Budget Committee	1,095.00	554.00	541.00	
Legal Expenses	59,900.00	46,550.51	13,349.49	
Personnel Administration	174,000.00	170,966.33	3,033.67	
Planning Board	45,241.00	45,704.30		463.30
Zoning Board of Adjustment	2,367.00	4,233.78		1,866.78
General Government Buildings	51,012.00	44,395.64	6,616.36	
Cemeteries	1,000.00	844.90	155.10	
Insurance	43,000.00	37,836.00	5,164.00	
Contingency	29,500.00	8,375.40	21,124.60	
Police Department	828,843.00	838,652.49		9,809.49
Police Officer Hire - Warrant Article	23,025.00	15,781.48	7,243.52	
PD Defibrillator Purchases - Warrant Article	10,000.00	9,810.00	190.00	
Animal Control	17,276.00	17,318.65		42.65
Ambulance Service	30,000.00	33,187.59		3,187.59
Fire Department	340,300.00	365,351.68		25,051.68
Emergency Management	14,518.00	7,844.66	6,673.34	
Code Enforcement	75,377.00	74,713.74	663.26	
Highway Administration	32,722.00	34,245.62		1,523.62
Highways and Streets	485,485.00	499,008.70		13,523.70
Street Lighting	13,450.00	11,254.28	2,195.72	
Sanitation Administration	43,385.00	53,911.22		10,526.22
Sanitation	293,830.00	265,335.79	28,494.21	
Health Administration	2,091.00	2,300.07		209.07
Health Agencies	7,300.00	7,300.00		
Vendor Payments - Welfare	20,000.00	26,741.53		6,741.53
Parks and Recreation	54,377.00	56,050.27		1,673.27
Library	121,971.00	121,927.30	43.70	
Patriotic Purposes	725.00	1,075.91		350.91
Cable Advisory Committee	6,813.00	6,490.15	322.85	
Conservation	2,101.00	2,079.02	21.98	
Interest Tax Anticipation Loans	1.00		1.00	
Totals	3,214,899.00	3,204,900.21	97,213.77	87,214.98
Net Surplus of Appropriation			87,214.98	
			9,998.79	

EXECUTIVE

APPROPRIATION		15,525.00
Selectmen's Salaries	8,080.00	
Selectmen's Expenses	900.00	
Public Notices & Ads	516.49	
Recording Fees	31.37	
Cell Phone Charges	366.54	
Consulting Services	1,000.00	
Dues and Subscriptions	4,963.00	
Postage	143.55	
EXPENDED		16,000.95
DEFICIT		(475.95)

ADMINISTRATION

APPROPRIATION		69,140.00
Adm. Assistant's Salary	63,012.80	
Health Insurance	5,409.96	
Dental Insurance	377.64	
Short-Term Disability Ins.	286.20	
Dues and Subscriptions	45.00	
Mileage and Tolls	220.20	
EXPENDED		69,351.80
DEFICIT		(211.80)

TOWN MEETING

APPROPRIATION		13,680.00
Ballot Clerks Wages	2,044.87	
Election Workers Wages	219.79	
Moderator Wages	945.97	
Optech Programming Support	3,149.15	
Equipment Maintenance Contract	150.00	
Printing	910.00	
Annual Town Report	4,200.00	
Office Supplies	128.05	
Ballots	2,279.60	
Postage	38.80	
New Equipment	1,765.55	
EXPENDED		15,831.78
DEFICIT		(2,151.78)

TOWN CLERK'S OFFICE

APPROPRIATION		72,604.00
Town Clerk's Salary	23,367.80	
Deputy Town Clerk Wages	17,231.72	
Clerk Wages	10,908.01	
Deputy Town Clerk Overtime. Wages	1,471.34	
Clerk Overtime Wages	462.66	
Health Insurance	5,171.16	
Dental Insurance	489.30	
Short-Term Disability Insurance	283.56	
Public Notices and Ads	33.25	
Telephone	980.99	
Software Support Services	3,529.39	
Microfilming and Binding	1,000.00	
Equipment Maintenance Contract	694.60	
Dues and Subscriptions	20.00	
Office Supplies	983.53	
Dog Tags and License Forms	543.34	
Postage	930.98	
Equipment Repairs and Maintenance	1,829.75	
Equipment Purchases	771.23	
Mileage and Tolls	836.21	
Seminars and Conventions	50.00	
EXPENDED		71,588.8
UNEXPENDED		1,015.1

VOTER REGISTRATION

APPROPRIATION		1,546.0
Checklist Supervisors Salaries	852.00	
Office Supplies	94.01	
Equipment Purchases	300.00	
Postage	45.25	
EXPENDED		1,291.2
UNEXPENDED		254.7

ACCOUNTING AND AUDITING

APPROPRIATION		135,968.00
Sec/Bookkeeping Staff Wages	74,053.00	
Sec/Bookkeeping Staff Overtime Wages	4,436.08	
Heath Insurance	14,065.74	
Dental Insurance	978.60	
Short-Term Disability Insurance	567.18	
Tax Map Update	3,780.00	
Telephone	748.81	
Software Support Service	4,169.09	
Payroll Service	6,395.05	
Equipment Maintenance Contract	4,065.78	
Printing	799.72	
Dues and Subscriptions	650.10	
Office Supplies	2,115.29	
Postage and Envelopes	418.54	
Audit Services	7,825.00	
Assessing	16,605.73	
EXPENDED		141,673.71
DEFICIT		(5,705.71)

TAX COLLECTOR'S OFFICE

APPROPRIATION		68,692.00
Tax Collector Salary	23,367.80	
Deputy Tax Collector Wages	17,231.72	
Clerk Wages	10,908.02	
Deputy Tax Collector Overtime Wages	1,471.36	
Clerk Overtime Wages	462.65	
Health Insurance	5,171.04	
Dental Insurance	489.30	
Short-Term Disability Insurance	283.62	
Property Title Research	1,138.00	
Public Notices and Ads	14.25	
Recording Fees	225.95	
Telephone	980.96	
Software Support Services	1,453.61	
Equipment Maintenance Contract	544.01	
Printing	1,369.68	
Dues & Subscriptions	20.00	
Office Supplies	670.32	
Postage and Envelopes	4,342.16	
Equipment Repairs and Maintenance	306.75	
Equipment Purchases	89.99	
Mileage and Tolls	755.74	
Seminars & Conventions	1,095.00	
EXPENDED		72,391.93
DEFICIT		(3,699.93)

TREASURY

APPROPRIATION		7,039.00
Treasurer Salary	5,584.00	
Town Trustees Salaries	240.00	
Safety Deposit Box Rental	95.00	
Postage and Envelopes	1,009.95	
EXPENDED		6,928.95
UNEXPENDED		110.05

BUDGET COMMITTEE

APPROPRIATION		1,095.00
Public Notices and Ads	36.00	
Secretarial/Steno Services	470.00	
Copier Charges	48.00	
EXPENDED		554.00
UNEXPENDED		541.00

LEGAL EXPENSES

APPROPRIATION		59,900.00
Retainer Fees	32,400.00	
Litigation Fees	14,150.51	
EXPENDED		46,550.51
UNEXPENDED		13,349.49

PERSONNEL ADMINISTRATION

APPROPRIATION		174,000.00
Social Security (FICA) Taxes	53,434.36	
Medicare Taxes	20,034.81	
Employee Retirement Contributions	21,127.69	
Firefighter Retirement Contributions	13,323.06	
Police Retirement Contributions	37,755.44	
Unemployment Taxes	121.00	
Worker Compensation Insurance	25,169.97	
EXPENDED		170,966.33
UNEXPENDED		3,033.67

PLANNING BOARD

APPROPRIATION		45,241.00
Administrative Assistant Wages	12,121.23	
Public Notices and Ads	2,706.35	
Recording Fees	224.46	
Telephone	818.62	
Secretarial/Steno Services	2,145.00	
NRPC Planner	20,920.00	
Printing	177.58	
NRPC Dues	4,794.00	
Office Supplies	90.76	
Postage & Envelopes	1,299.13	
Copier Charges	68.58	
Equipment Purchases	189.99	
Mileage and Tolls	73.60	
Seminars & Conventions	75.00	
EXPENDED		45,704.30
DEFICIT		(463.30)

ZONING BOARD OF ADJUSTMENT

APPROPRIATION		2,367.00
Secretary-Clerk Wages	844.80	
Public Notices and Ads	772.00	
Secretarial Services	618.75	
Office Supplies	24.99	
Postage and Envelopes	1,888.38	
Copier Charges	24.86	
Seminars	60.00	
EXPENDED		4,233.78
DEFICIT		(1,866.78)

GENERAL GOVERNMENT BUILDINGS

APPROPRIATION		51,012.00
Custodian Wages	8,986.88	
Town Hall/Darrah Pay Phones	897.62	
Town Hall/PD Electricity	10,777.10	
Propane Gas - TH/PS	5,018.75	
Water Charges - TH/PS	1,286.94	
TH/PS HVAC Maintenance Contract	743.00	
Water System Maintenance	569.50	
Tile and Carpet Cleaning	975.00	
TH/PS Alarm Maintenance Contract	420.00	
Generator Maintenance Contract	522.00	
TH/PS Telephone Maintenance Contract	682.00	
Trash Container Services	1,134.85	
Building Maintenance and Repairs	5,238.29	
Equipment Repairs and Maintenance	1,649.89	
Custodial Maintenance Supplies	1,795.27	
Septic Tank Cleaning	465.00	
Pest Control Spraying	250.00	
Lawn Maintenance	2,223.00	
Mileage and Tolls	5.52	
Fire Alarm Phone System-Meeting House	755.03	
EXPENDED		44,395.64
UNEXPENDED		6,616.36

CEMETERIES

APPROPRIATION		1,000.00
Pinecrest Cemetery	400.00	
Center Cemetery	44.90	
Hillcrest Cemetery	400.00	
EXPENDED		844.90
UNEXPENDED		155.10

INSURANCE

APPROPRIATION		43,000.00
Property and Mobile Equipment	4,145.00	
Auto	7,095.00	
General Liability	13,012.00	
Law Enforcement Liability	11,095.00	
Crime	489.00	
Umbrella	2,000.00	
EXPENDED		37,836.00
UNEXPENDED		5,164.00

OTHER GENERAL GOVERNMENT (CONTINGENCY)

APPROPRIATION		29,500.00
	8,375.40	
EXPENDED		8,375.40
UNEXPENDED		21,124.60

POLICE DEPARTMENT

APPROPRIATION		861,868.00
ADMINISTRATION:		
Police Chief Salary	66,280.95	
Lieutenant Wages	117,178.20	
Lieutenant Overtime	9,792.12	
Uniform Allowance	1,200.00	
Health Insurance	22,495.92	
Dental Insurance	2,149.32	
Short-Term Disability	715.01	
Uniforms and Accessories	1,656.84	
Public Notices and Ads	217.00	
Telephone	15,408.59	
Pre-Employment Physicals/Testing	1,282.80	
Equipment Maintenance Contract	465.30	
Dues and Subscriptions	1,205.10	
Community Relations	353.81	
Office Supplies	2,283.37	
Postage	551.90	
Seminars and Conventions	1,419.30	244,655.50
CRIME CONTROL AND INVESTIGATION:		
Photo Laboratory Services	40.59	
Equipment Maintenance Contract	5,675.37	
Film and Photo Supplies	117.33	
Minor Tools and Supplies	2,792.26	
Equipment Purchases	2,726.64	11,352.10
TRAFFIC CONTROL:		
Master Patrolman Wages	164,483.06	
Full Time Officers Wages	88,571.93	
Part Time Officers Wages	43,752.91	
Master Patrolman Overtime Wages	30,202.26	
FT Police Officers Overtime	14,897.72	
Uniform Allowance	3,275.00	
Health Insurance	38,421.07	
Dental Insurance	4,601.22	
Short-Term Disability	1,602.23	
Life Insurance	193.93	
Uniforms and Accessories	4,519.89	
Radar Certification	123.55	
Vehicle Fuel	8,706.88	
Vehicle Repairs and Maintenance	6,932.38	
Tire Purchases	1,690.70	

Radio Installation & Repair	165.00	
Equipment Purchases	5,429.20	
Cruiser Purchase	28,878.00	
Property Damage Claim	12.90	446,459.83
TRAINING:		
Ammunition Purchases	2,762.05	2,762.05
SUPPORT SERVICES:		
FT Secretary/Dispatchers Wages	73,033.21	
PT Secretary/Dispatcher Wages	19,064.69	
Secretary/ Dispatchers Overtime	171.06	
Uniform Allowance	769.97	
Health Insurance	12,728.64	
Dental Insurance	1,201.92	
Short-Term Disability Ins.	555.28	
Life Insurance	44.55	
Uniforms and Accessories	388.70	
Emergency Response Team Fees	2,500.00	
Dispatch Service Contract	14,704.29	
Medical Service Charges	31.20	
Internet Maintenance Contract	125.26	
Equipment Purchases/Rentals	4,838.00	
Printing	600.10	130,756.87
POLICE GRANTS:		
DWI Wage Grant	376.02	
Police Grants	2,290.00	2,666.02
WARRANT ARTICLES:		
Police Officer Hire Wages	12,858.32	
Uniform Allowance	200.00	
Health Insurance	2,371.26	
Dental Insurance	281.70	
Short-Term Disability Insurance	70.20	
Defibrillator Purchases	9,810.00	25,591.48
EXPENDED		864,243.97
DEFICIT		(2,375.97)

ANIMAL CONTROL

APPROPRIATION		17,276.00
Animal Control officer Wages	9,381.85	
Mileage Allowance	1,560.06	
Uniform and Accessories	143.00	
Telephone	639.24	
Adoption/Euthanasia	120.00	
Electricity	2,233.45	
Dues and Licenses	50.00	
Office Supplies	92.74	
Postage	24.79	
Custodial Maintenance Supplies	147.91	
Food and Accessories	99.61	
Equipment Purchases	2,826.00	
EXPENDED		17,318.65
DEFICIT		(42.65)

AMBULANCE

APPROPRIATION		30,000.00
EXPENDED		33,187.59
DEFICIT		(3,187.59)

FIRE DEPARTMENT

APPROPRIATION		340,300.00
ADMINISTRATION:		
Fire Chief Salary	1,708.00	
Uniforms and Accessories	779.63	
Telephone	7,511.13	
Printing	64.00	
Dues and Subscriptions	513.95	
Office Supplies	911.80	
Postage and Envelopes	37.65	
Copier Lease	244.77	11,770.93
FIREFIGHTING:		
Full Time Firefighter Wages	85,952.23	
Call Firefighter Wages	71,089.90	
Coverage for FT Firefighters	6,915.87	
Full Time Firefighter Overtime	12,551.45	
Health Insurance	12,272.85	
Dental Insurance	1,426.43	
Short-Term Disability Ins.	3,274.38	
Uniforms and Accessories	1,975.60	
Foam and Extinguisher Supplies	2,191.65	
Vehicle Fuel	4,618.39	
Diesel Fuel	3,633.55	
Provisions	308.09	
Minor Tools and Supplies	511.34	
Equipment Purchases	30,991.71	
Fire Tanker/Truck Lease Purchase	62,538.06	300,251.50
FIRE PREVENTION:		
Community Relations	437.25	437.25
TRAINING:		
Training Charges	3,546.40	
Photo Laboratory Services	94.06	
Film and Photo Supplies	129.91	
Mileage and Tolls	3,452.10	7,222.47
COMMUNICATIONS:		
Dispatch Service Contract	2,500.00	
Radio Installation & Repairs	3,407.38	5,907.38
REPAIR SERVICES:		
Equipment Repair Wages	538.85	

Equipment Repair and Maintenance	2,911.04	
Scott Air Packs Maintenance Contract	1,421.36	
Vehicle Repairs and Maintenance	21,204.57	
Tire Purchases	1,903.08	
Minor Tools and Supplies	161.10	28,140.00
MEDICAL SERVICES:		
Oxygen Tank Refills	407.96	
Medical Supplies	841.83	
Medical Equipment	706.57	1,956.36
FIRE STATION:		
Electricity	4,245.53	
Heating Oil	2,993.51	
Trash Container Services	206.13	
Repairs to Station	1,705.87	
Custodial Maintenance Supplies	514.75	9,665.79
EXPENDED		365,351.68
DEFICIT		(25,051.68)

EMERGENCY MANAGEMENT

APPROPRIATION		14,518.00
Call Firefighter Mock Disaster Wages	94.04	
Emergency Planning Expenses	2,163.14	
Hazardous Material District Assessment	5,000.00	
Equipment Purchases	587.48	
EXPENDED		7,844.66
UNEXPENDED		6,673.34

CODE ENFORCEMENT

APPROPRIATION		75,377.00
Code Enforcement Salary	59,827.12	
Temporary Inspector Wages	6,356.00	
Dental Insurance	600.96	
Short-Term Disability Ins	299.78	
Telephone	2,281.35	
Communication Equipment Maintenance	139.93	
Printing	622.40	
Dues, Licenses and Subscriptions	482.91	
Office Supplies	197.09	
Postage	99.29	
Vehicle Fuel	1,100.66	
Vehicle Repairs and Maintenance	1,114.06	
Code Materials	607.14	
Copier Charges	21.12	
Safety Equipment Purchases	142.93	
Seminars and Conventions	821.00	
EXPENDED		74,713.74
UNEXPENDED		663.26

HIGHWAY AND STREETS

APPROPRIATION		518,207.00
ADMINISTRATION:		
Road Agent Salary	692.00	
Public Notices and Ads	713.42	
Telephone	999.10	
Dues and Subscriptions	45.00	
Film and Photo Supplies	6.63	
Copier Charges	2.56	
Mileage and Tolls	595.16	
Seminars	15.00	3,068.87
ENGINEERING:		
Consulting Engineer Services	31,176.75	31,176.75
ROAD MAINTENANCE PROJECTS:		
Culvert Replacements	140,200.00	140,200.00
ROAD MAINTENANCE:		
Workmen Wages	42,109.98	
Workmen Overtime	1,963.51	
Uniforms and Accessories	325.66	
Electricity	1,080.79	
Propane Gas - Garage Heat	3,286.75	

Equipment Hire	104,627.00	
Pavement Striping/Markings	8,175.00	
Tree Removals	4,326.00	
Road Sweeping	6,000.00	
Road & Shoulder Maintenance/Improvements	162.95	
State Work Release Program	3,321.61	
Road Maintenance/Improvement	19,770.00	
Equipment Repair and Maintenance	7,412.97	
Vehicle Fuel	3,523.34	
Roadside Mowing	4,053.00	
Vehicle Repairs and Maintenance	6,607.43	
Tire Purchases	29.50	
Gravel Purchases	3,605.63	
Asphalt and Cold Patch	965.27	
Signs, Posts and Accessories	6,371.77	
Minor Tools and Supplies	2,241.23	
Safety Equipment Purchases	398.80	
Equipment Purchases	667.80	231,025.99
STORM DRAINS:		
Catch Basin Clean Outs	15,232.00	
Catch Basin Replacements	15,357.82	30,589.82
SNOW PLOWING/REMOVAL:		
Building Repairs and Maintenance	4,879.70	
Plow and Spreader Repairs	23,399.44	
Custodial Maintenance Supplies	6.99	
Salt Purchases	50,478.51	
Sand Purchases	4,147.56	
Provisions	35.90	
Loader Lease	14,244.79	97,192.89
EXPENDED		533,254.32
DEFICIT		(15,047.32)

STREET LIGHTING

APPROPRIATION		13,450.00
Installation/Improvements	833.45	
Monthly Fees and Installation Charges	10,420.83	
EXPENDED		11,254.28
UNEXPENDED		2,195.72

SANITATION

APPROPRIATION		337,215.00
ADMINISTRATION:		
Facility Manager Wages	34,180.33	
Assistant Manager Wages	6,630.30	
Facility Manager Overtime	1,722.86	
Assistant Manager Overtime	813.15	
Health Insurance	5,370.00	
Dental Insurance	673.98	
Uniforms and Accessories	89.95	
Telephone	914.18	
Dues-Northeast Resource Recovery	1,000.00	
Operations License Fees	2,491.27	
Copier Charges	3.00	
Mileage & Tolls	22.20	
		53,911.22
SOLID WASTE DISPOSAL:		
Bulldozing, Gravel & Fill	950.00	
Demolition Material & Tire Disposal	116,272.67	117,222.67
INCINERATION:		
Incinerator Operators/Laborer Wages	48,447.40	
Laborers Overtime	613.87	
Uniforms and Accessories	1,140.61	
Ash Testing	164.25	
Electricity - Incinerator	10,107.35	
Building Repairs and Maintenance	85.53	
Equipment Repairs and Maintenance	22,352.39	
Diesel Fuel	5,336.78	
Incinerator Fuel Oil	34,612.12	
Septic Tank Cleaning	160.00	
Tire Purchases	55.00	
Ash Disposal Expenses	8,349.00	
Minor Tools and Supplies	1,176.23	132,600.53
RECYCLING:		
Propane Gas:- Bldg. Heat	1077.06	
Building Repairs and Maintenance	3200	
Equipment Maintenance	246.00	
Recyclables-Disposal Fees	5,917.53	10,440.59
HAZARDOUS WASTE:		
Residential Material Disposal	5,072.00	5,072.00
EXPENDED		319,247.01
UNEXPENDED		17,967.99

HEALTH ADMINISTRATION

APPROPRIATION		2,091.00
Health Officer Salary	1,216.00	
Telephone	252.48	
Water Analysis	480.00	
Internet/Computer Charges	100.00	
Printing	34.99	
Dues	20.00	
Office Supplies	58.82	
Film and Photo Supplies	36.23	
Postage	10.00	
Mileage and Tolls	91.55	
EXPENDED		2,300.07
DEFICIT		(209.07)

HEALTH AGENCIES

APPROPRIATION		7,300.00
Big Brothers/Big Sisters	200.00	
Visiting Nurses Association	5,500.00	
St. Joseph's Community Services.	325.00	
Bridges	75.00	
Nashua Area Health Center	75.00	
Nashua Mediation Program	75.00	
Nashua Community Council	1,050.00	
EXPENDED		7,300.00

VENDOR PAYMENTS - WELFARE

APPROPRIATION		20,000.00
Prescriptions/Medical Services	2,545.39	
Utilities	358.15	
Heating Oil/Propane Gas	150.00	
Groceries, Household Items	148.94	
Housing	23,539.05	
EXPENDED		26,741.53
DEFICIT		(6,741.53)

Parks & Recreation

APPROPRIATION

54,37

ADMINISTRATION AND PROGRAMS:

Public Notices and Ads	108.00
Telephone	627.81
Dues and Subscriptions	191.76
Office Supplies	337.44
Movie Program Expenses	1,070.62

2,33

MAINTENANCE OF PARKS:

Groundskeeper Wages	4,350.87
Electricity - Sprinkler System	634.18
Chemical Toilet Rental	1,730.00
Mowing	6,777.00
Field Maintenance/Trash Removal	8,452.84
Minor Tools and Supplies	306.54
Field Improvement-Capital Outlay	4,934.00
Equipment Purchases	532.75

27,71

MAINTENANCE OF FACILITIES:

Custodian Wages	3,984.56
Electricity - Talent Hall	5,232.40
Propane Gas - Talent Hall	7,728.97
Water Charges	497.12
Trash Container Services	2,125.30
Building Repairs and Maintenance	5,500.52
Equipment Repairs and Maintenance	388.10
Skate Board Park Repairs and Maintenance	221.66
Custodial Maintenance Supplies	250.61
Minor Tools and Supplies	67.22

25,99

EXPENDED

56,05

DEFICIT

(1,67

LIBRARY

APPROPRIATION		121,971.00
Library Director Wages	25,954.88	
Children's Librarian Wages	22,860.66	
Mult Services Librarian Wages	21,595.25	
Library Assistant Wages	13,460.41	
Age Wages	4,467.18	
Stodlian Wages	2,651.17	
ition Reimbursement	100.00	
Telephone	736.84	
ftware Purchases/Licenses	124.75	
lectricity	2,845.37	
ating Oil	1,576.96	
quipment Maintenance. Contract	2,823.94	
es and Subscriptions	480.00	
mmunity Programs	292.68	
stage	198.98	
rary Supplies	1,719.94	
ilding Maintenance and Repairs	4,149.27	
quipment Repairs and Maintenance	408.34	
stodial Maintenance Supplies	312.09	
lewalk Snow Removal	150.00	
ference Media Purchases	2,272.93	
ooks and Media	8,949.39	
riodicals	999.03	
quipment Purchases	2,042.90	
leage and Tolls	447.61	
minars	109.00	
ory Time Expenses	197.73	
EXPENDED		121,927.30
EXPENDED		43.70

PATRIOTIC PURPOSES

APPROPRIATION		725.00
inting	51.97	
gs and Holders	740.80	
reaths	215.00	
freshments and Prizes	68.14	
EXPENDED		1,075.91
EFICIT		(350.91)

CABLE ADVISORY COMMITTEE

APPROPRIATION		6,813.00
Telephone/Internet Access	860.8	
lectricity	1,412.76	
ifice Supplies	47.43	
quipment Repairs and Maintenance	163.20	
nor Tools and Supplies	402.72	
quipment Purchases	3,603.24	
EXPENDED		6,490.15

CONSERVATION

APPROPRIATION		2,101.00
Property Management	297.42	
Wildlife Sanctuary Lease	1.00	
Dues and Subscriptions	250.00	
Office Supplies	32.99	
Postage	20.67	
Equipment Repairs and Maintenance	17.47	
Copier Charges	9.10	
Conservation Land Fund	115.60	
Minor Tools and Supplies	10.00	
Equipment Purchases	409.41	
Mileage and Tolls	80.36	
Seminars and Annual Meeting	310.00	
Youth Fishing Derby	525.00	
EXPENDED		2,079.02
UNEXPENDED		21.98

INTEREST ON TAX ANTICIPATION LOANS

APPROPRIATION	1.00
UNEXPENDED	1.00

HIGHWAY BLOCK GRANT FUND

Fund Balance - 12/31/03	205,924.82
2004 Revenues	155,353.78
Available Funds - 2004	361,278.60
Project Payments	0.00
Fund Balance - 12/31/2004	361,278.60

OUTSTANDING BILL PAYMENTS

2003 Outstanding Payroll	
2003 Administration	15.00
2003 Accounting	3,030.00
2003 Litigation	852.48
2003 Planning Board	5,886.00
2003 Zoning Board	64.00
2003 General Government Buildings	80.00
2003 Police Department	2,304.79
2003 Warrant-PD Communication System	6,425.93
2003 Ambulance	11,422.99
2003 Fire Department	21,477.36
2003 Code Enforcement	80.21
2003 Highway Department	9,006.89
2003 Solid Waste	2,315.99
2003 Parks and Recreation	756.12
2003 Library	3,370.98
2003 Cable Committee	13,662.00
2003 Conservation Commission	750.00
Total Payments	81,500.74

PAYMENTS TO SCHOOL DISTRICT

2003-2004 School Appropriation		3,240,549.52
2004-2005 School Appropriation	8,934,418.00	
Payments to School District	5,620,068.93	
Balance Due District	3,314,349.07	

COUNTY TAX

Hillsborough County Treasurer	753,522.00
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PAYMENTS TO STATE

Marriage Licenses & Records Fees	1,639.00
Dog License Fees & Population Control	3,720.00
	5,359.00

DISCOUNTS, ABATEMENTS & REFUNDS

Land Use Change Tax Abatements	9,099.30
Property Tax Abatements	9,018.84
Property Tax Duplicate Payment Refunds	45,549.33
Total	63,667.47

OPERATING TRANSFERS OUT

Federal Withholding Taxes	174,569.39
FICA Employee Contributions	53,434.36
Medicare Employee Contributions	20,034.81
Charitable Contributions	131.00
Employee Retirement Contributions	17,904.76
Police Retirement Contributions	44,615.49
Firefighter Retirement Contributions	9,219.18
BCBS Health Insurance Premiums	5,085.60
MTHP Health Insurance Premiums	22,575.92
Delta Insurance Premiums	3,265.08
Colonial Insurance Premiums	2,401.53
Long-Term Disability	2,204.68
PD Union Dues	3,035.82
Total Transfers	358,477.62

REPORT OF THE TRUST FUNDS OF THE TOWN OF LITCHFIELD ON DECEMBER 31, 2004

			Principal				Income				Grand Total
			Balance Beginning Year	New Funds Created	Cash Gains or (Losses) on Securities	Balance End Year	Balance Beginning Year	Income During Year Percent	Expended During Year	Balance End Year	Grand Total
Date of Creation	Purpose of Trust Fund	How Invested									of Principal & Interest End of Year
1985	Name of Trust Fund Capital Reserve	Bank Money Market	1000.00			1000.00	1137.59		0.00	1194.35	2194.35
1999	Capital Reserve	Bank Money Market	100526.00			100526.00	10646.54		0.00	11702.05	112228.05
2000	Capital Reserve	Bank Money Market	73495.76			73495.76	0.00	283.48	58744.63	-58461.15	15034.61
1946 1947 1968	Selah Bixby John Kennard Robert Chase	Common Trust Bank Money Market	111.68 546.77 2693.32 3351.77			111.68 546.77 2693.32 3351.77	176.95 443.78 2188.02 2808.75	6.3% 15.8% 77.9% 100.0%	2.84 7.13 35.16 45.13	85.29 213.91 1054.67 1353.88	4705.65
	Aaron Cutler	Bank Money Market Stocks	22481.58 18955.75 41437.33			22481.58 18955.75 41437.33	15711.84 15711.84		3399.01 3399.01	6735.85 6735.85	29217.43 18955.75 48173.18
	Pinecrest Cemetery										
1938	Mary Marsh	Common Trust	109.63			109.63	329.63	1.8%	4.61	328.62	438.25
1945	Alphonse Powers	""	110.18			110.18	353.04	1.8%	4.61	352.03	462.21
1946	Selah Bixby	""	1680.00			1680.00	5788.89	27.0%	53.99	5773.76	7453.76
1959	Matthew Campbell	""	108.84			108.84	276.60	1.7%	4.35	275.65	384.49
1962	George Richardson	""	108.68			108.68	253.21	1.7%	4.35	252.26	360.94
1965	Mark Campbell	""	109.23			109.23	282.84	1.8%	4.61	281.83	391.06
1969	Warren Goodspeed	""	3988.47			3988.47	9955.03	64.2%	128.37	9919.05	13907.52
	Total		6215.03			6215.03	17302.82	100.0%	199.95	17246.77	23461.80

Report of the Common Trust Fund Investments of the Town of Litchfield on December 31, 2004

No. of Shares or		Balance Beginning Year	Proceeds From Sales	Balance End Year	Balance Beginning Year	Income During Year	Expended During	Balance End Year	Grand Total of Principal & Interest End of Year
Other Units	Description of Investment								
	Pinecrest Cemetery	6215.03		6215.03	17302.82	199.95	256.00	17246.77	23461.80
	Hillcrest Cemetery	2628.25		2628.25	4007.20	62.99	0.00	4070.19	6698.44
	Library Common Trust	3351.77		3351.77	2808.75	45.13	1500.00	1353.88	4705.65
	Aaron Cutler Stock	18955.75		18955.75					18955.75
139	AT&T Common					63.19			
664	Bell South					690.56			
262	Qwest					0.00			
1239	SBC					1548.76			
223	AT&T Wireless		Pending			0.00			
225	Comcast					0.00			
370	Vodafone					63.16			
480	Lucent					0.00			
522	Verizon					803.88			
		18955.75	0.00	18955.75		3169.55			18955.75

Vachon, Clukay & Co., PC

Certified Public Accountants

45 Market Street
Manchester, New Hampshire 03101
(603) 622-7070
FAX: 622-1452

February 18, 2005

Board of Selectmen
Town of Litchfield
Two Liberty Way, Suite 1
Litchfield, New Hampshire 03052-2397

Dear Members of the Board:

We have completed the fieldwork in connection with the audit of the Town of Litchfield's December 31, 2004 financial statements on February 18, 2005. The completed reports will be available at the Town Hall after acceptance by the Board of Selectmen.

Very truly yours,

Vachon, Clukay & Co., PC

2004 ANNUAL REPORT FROM THE LITCHFIELD BOARD OF SELECTMEN

This has been a year of change in Litchfield in four key offices. A new Selectman, Jack Scheiner was elected, a new Chief of Police was appointed, Chief Joseph O'Brion Jr., a new Fire Chief, Tom Schofield, was elected, and our steadfast Deputy Town Clerk/Tax Collector of many years, Diane Jerry, has decided to go back to private life. We will greatly miss Diane and wish her well. We look forward to another good year with our two new chiefs and our new Selectman.

The Board offers a sincere "Thank You" to all of the over 100 volunteers on established boards or committees and at least that many again helping in other ways, such as highway clean up, Women's Club, and the Town's Churches and Service Clubs that give of their time and effort to keep this town running. Many of those are volunteering for multiple jobs that take many hours of their valuable time for the support of the Town. Without these dedicated people, this town simply would not function. For those of you who would like to know more about how this town functions and who want to make a difference, get involved and volunteer for one of the many boards or committees. Contact the Selectmen's Office for more information.

This past year has seen the replacement of culverts on Nesenkeag and Talent roads, selective brush cutting along road shoulders, and the painting of centerlines on most of our streets. Due to a lack of money, the side lines were not done.

We have noted a great increase in traffic on the northern end of Albuquerque Avenue since the completion of the 3A intersection from Hillcrest Avenue. This has led the Selectmen to put forward a Warrant Article for the completion of the center of the Avenue to reduce the traffic on Meadowbrook, a street not designed for such heavy traffic loads, and to delay a premature need to reconstruct Meadowbrook well before it's time.

There has been a severe increase in The Town of Litchfield's Welfare spending. The spending for January alone is \$3,976.58. Our Welfare Director has done a very admirable job of both controlling costs and delivering the necessary services to those in need.

The Town held it's first Pearl Harbor Day Memorial Service, well attended, and we plan to make it an annual event.

We need to give a hearty "Thank You" to our Town Department Heads and their staffs for their good work of attending to the Town business, and holding to their bottom line budgets. That has not been an easy task.

The Board looks forward to a good and productive year in 2005. It is not always easy to take time out of your busy schedules but you are very welcome to attend any of the Selectmen's meetings on Monday nights at 7:00 PM.

Thank you for your past support and we hope to have your continued support in 2005.

Sincerely,

The Town of Litchfield Board of Selectmen

Jack Pinciairo, Chairman

Cecil Williams, Vice. Chairman

Ray Peoples

Patricia Jewett

Jack Scheiner

AARON CUTLER MEMORIAL LIBRARY DIRECTOR'S REPORT

2004 was disappointing to all those who use the library, as we were unable to make any real progress toward reopening the lower level after the water intrusion of August 2003. To recap, following August 2003, the Library Trustees employed the civil engineering services of Quantum Construction Consultants who determined the library has both surface and ground water problems. To solve the surface water issues, Quantum proposed installing larger gutters at the rear of building and rerouting the downspouts; raising the lower-level emergency egress door 6" from the egress floor; and installing a new water diverter at the north end of the building. To solve the ground water problem, Quantum recommended installing a new gravity drainage system with greater hydraulic capacity to move the ground water away from the building and prevent it from backing up in the egress stairwell.

The Library Trustees began 2004 with, what they thought was, enough money between the operating budget, trust funds, and an insurance settlement to proceed with repairs to the children's room and take care of the surface water issues. Then documents were found that showed the concrete floor of the lower level had been encapsulated in 1997 due to the presence of lead paint. It quickly became evident the water intrusion destroyed the encapsulation leaving us with a renewed lead paint hazard. The estimated cost of lead paint abatement and monitoring greatly increased the total cost of the project, leaving the library without enough funds to complete the work. In addition, a roof inspection revealed the need for significant repairs, further depleting available funds. Yet another disappointment came when the library's warrant article for the gravity drainage system was defeated at Town Meeting. On top of the building repair needs already mentioned, the library also dealt with the need for electrical and fire system upgrades, the presence of MBTE in the well water, squirrels in the attic, mice in the building, and the July 9th wet-vacuuming of 30 gallons of water from the lower level.

As we began to realize the children's room would not be reopening soon, and our arrangement for children to have temporary library cards in Hudson was coming to an end, the staff decided it was necessary to temporarily make room for the children's collection upstairs. To that end, adult materials were removed from the south room of the library in early June, and consolidated with the adult and young adult materials in the north room. Children's materials were unpacked and added to the south room. The remainder of the adult and children's collections, roughly half, were boxed up and remain in storage on the lower level.

Children's services once offered on the lower level, such as Story Time and Kid's Club, could not be accommodated upstairs, and were therefore temporarily suspended. Children's Librarian Stephanie Deeter found other ways to provide library programs for our children in the mean time by offering more activities that can be done on a drop-in basis. She also managed to put on a full summer reading club held almost entirely outside. The "Elect to Read!" reading club registered 169 children, brought 72 people to the library for the Kick-Off and 84 people for the end-of-program Root Beer Float Jubilee. In between these events, children participated

in a host of crafts, contests, and other events for a total children's attendance of 1,202. Special thanks to Jolt Electric & Oil Burner Service, McQuesten Farm, Wilson Farms, Tee-Off at Mel's, McDonalds of Hudson, Build-A-Bear, and the Friends of the Library for their generous donations to the program.

The temporary relocation of the children's room also caused space issues for teen and adult programs. Teen programming was reduced to just the summer reading club which was led by Adult Services Librarian Maureen Meagher. "Humor Me, Read!" registered 33 teens in the reading club and brought teens in for crafts, scavenger hunts, and trivia contests, the most popular of which was the Harry Potter trivia contest. "Good to the Last Page" was the 2004 theme for the adult summer reading club. Thirty-five adults participated in the reading club, trivia contests and book reviews. Plans for other adult programs remained on hold. Special thanks to O'Neill Cinemas, Tee-Off at Mel's, Canobie Lake Park, the Nashua Pride, Water Country, and the Friends of the Library for their support of these programs.

The library became Internet capable in mid 2004, but this service could not be put into place with the children's room in its temporary location. Staff worked together diligently throughout the year to get the library's older collection cataloged and entered in the computer database. With the exception of videos, all currently available adult and young adult materials are in the database, and nearly all the children's materials as well. Staff will continue with this project in 2005, working with those materials currently in temporary storage.

Library staff and Trustees worked together to update the Interlibrary Loan, Public Notices Bulletin Board, and Circulation policies, to create an Internet Use policy, and to redefine the library's mission statement. The revised mission of the Aaron Cutler Memorial Library is "to offer materials, programs, and services which will provide learning support for elementary, middle and high school students; satisfying recreational experiences for people of all ages; and opportunities for personal growth and development for all ages, in a pleasant and welcoming environment." With the focus of 2005 on building repair issues once again, we have a long way to go.

The Friends of the Library continued to provide support through Love Your Library Month donations, the Annual Book and Bake Sale, the Annual Porch Sale, and the sale of commemorative ornaments. The Friends sponsored the monthly "All Booked Up" discussion group and underwrote a portion of the summer reading clubs. They also continued to struggle for volunteers to help plan and organize these events and, in fact, have only one official board member. Special thanks to Gilles Bard, Cheryl Lewis, Amy Goldstein, Pamme Boutselis and Doreen Harvey.

We would also like to thank all those who volunteered their time to the library in 2004, including the 18 "volunteens" and 7 adults who helped with the summer reading club, and the Garden Club who has kept the library in bloom. Special recognition goes to volunteer Matt Deeter who was honored with a Top Hat Award in June for the tremendous amount of support he gave us in the area of computer technology.

Finally, I would like to thank the library staff for making the best of an unfortunate situation. Maureen, Stephanie, Cheryl Brigham, Emily Aniskovich, Tyla Carroll and Alex Robinson continued to give their best to the community by providing the highest level of service possible given the situation and resources. We all look forward to the reopening of the lower level and hope this can be accomplished in 2005.

2004 Library Statistics

Visits	9096	Materials Added	953
Average Visits/Day	45	Purchased	785
Circulation	18360	Gifts	231
		Materials Deleted	1120
Patrons Added	282	Total Materials	14373
Total Patrons	4388		

2003 Operating Budget \$108,193 2003 Operating Budget Per Capita* \$13.82

2003 Hillsborough County Average Library Expenditure Per Capita*
with Population < 10,000 \$27.95

* Population figures based on NH Office of Energy and Planning 2003 estimates.

Most Frequently Asked Questions in 2004:

When will the children’s room be open? When does story time start?

Respectfully submitted by,
Vicki Varick

AARON CUTLER MEMORIAL LIBRARY REPORT

This year has shown what a dedicated staff the Aaron Cutler Memorial Library has. Our staff has used innovative ideas to keep our library an interesting place for people to visit even while our building is not fully usable. Our director, Vicki Varick, has continued working with our civil engineer to plan for the rebuilding of the children's room. This is in addition to the regular demands of her job. Our adult services librarian, Maureen Meagher, continues to provide knowledgeable service to our teens and adults. She has been working diligently on cataloging library materials into our computer. Maureen has also earned her Master's Degree in library science. Cheryl Brigham, our library assistant, processes our new materials efficiently. Our children's librarian, Stephanie Deeter, has found simple ways to make the library enjoyable for children, even though the Young Readers' Room is closed. She has changed Make & Take art projects into Take & Make art projects. The summer reading program was a huge success again. Only this time all of the activities were held outside on our lawn. Of course, our pages, Tyla and Emily, are indispensable, working to keep our library organized and user-friendly.

The library also has dedicated volunteers who we are grateful for. The Garden Club has once again been a great help to our library. This summer members of this club spent a Saturday afternoon redistributing dirt from the northwest corner of the library to help prevent additional water from entering the library. The Garden Club has also continued to maintain the beautiful fairy garden.

Unfortunately, this year did provide some difficulty to the library. Due to Warrant Article 17 not passing, which would have provided money to install a gravity drain, the Young Readers' Room has remained closed. In order to reopen the Young Readers' Room both surface and ground water issues need to be addressed. Not having the money needed to solve these problems has left the library with much less space. Though the staff took the time to rearrange the upstairs and fit both adults' and children's materials, this has meant that neither adults nor children have access to all of the materials that the library owns.

On a final note, I am appreciative of my dedicated fellow board members. Board members attend monthly meetings and complete "homework assignments". They plan and organize the annual library reception for volunteers. Board members also volunteer time to projects, such as building maintenance and attending workshops. I give my heartfelt thanks to Vice Chair Rita Blackadar, Secretary Sheila Huston, Treasurer Amy Goldstein, and Alternates Mona Lepine and Jeff Hidalgo.

Respectfully submitted,
Michele Parzych

ANIMAL CONTROL

2004 ANNUAL REPORT

Litchfield Residents:

This report summarizes the activities of the Litchfield Animal Control Department, for calendar year 2004. Explaining the laws about licensing and vaccinating your pets.

The Animal Control Department had a good year. There were no unusual incidents to mention.

I would like to stress to all residents that own a dog/s, the Laws regarding Licensing and Rabies Vaccinations. Every year about 260 or so residents do not license their dog/s on time. All dog licenses expire on April 30th of each year, not when car registrations are due. This is the most commonly used excuse. The town Clerk's Office mails out letters to those residents that don't comply by April 30th. On or around June 15th a list of unlicensed dog owners is given to the Animal Control Officer. At this time, a civil forfeiture will be issued for \$25.00 if the dog/s do not become licensed, and the forfeiture paid within 15 days. The owner will be summonsed to appear in court. Pay close attention to the expiration date of the dog/s rabies vaccination. Dogs cannot be licensed without an up to date vaccination, this is also a \$25.00 fine. All residents must license their dog/s by April 30th every year. The Clerk's Office will start issuing licenses in the month of January.

The following is NH. Law:

RSA 466:1 Procuring License; Tag. – Every owner or keeper of a dog 4 months old or over shall annually, cause it to be registered, numbered, described, and licensed for one year in the office of the clerk of the city or town in which the dog is kept, and shall cause it to wear around its neck a collar to which shall be attached a metal tag with the following information thereon: the name of the city or town, year of issue of license and its registered number. The tag and license shall be furnished by the clerk at the expense of the city or town. Regardless of when the license is obtained, the license shall be effective from May 1 of each year to April 30 of the subsequent year.

RSA 466:13 Forfeiture. – Whoever is the owner or keeper of a dog and who fails to license or renew the dog license pursuant to RSA 466:1 shall forfeit \$25 to the town or city clerk of the municipality in which the dog is kept. If the forfeiture is not made to the town or city clerk within 15 calendar days of the notice of forfeiture, the case may be disposed of in a district court as a violation with a fine not to exceed \$50, notwithstanding the provisions of RSA 651:2, IV. A forfeiture shall not relieve the owner or keeper of the requirement of proper licensing of the dog as required by RSA 466:1. This section shall also apply to cats, if the municipality licenses cats. The city or town for the administration and enforcement of this chapter may retain any forfeitures collected under this section.

RSA 466:1-a Vaccination Required. –

I. Before a license is issued under the provisions of this subdivision, the owner or keeper of a dog shall furnish to the clerk verification from a licensed veterinarian that the dog has been vaccinated against rabies in accordance with the provisions of RSA 436.

RSA 436:100 Rabies Vaccination Required. – Every dog, cat, and ferret 3 months of age and older shall be vaccinated against rabies. Young dogs, cats, and ferrets shall be vaccinated within 30 days after they have reached 3 months of age. Unvaccinated dogs, cats, and ferrets acquired or moved into the state shall be vaccinated within 30 days after purchase or arrival, unless under 3 months of age, as specified above. Every dog, cat, and ferret shall be revaccinated at such intervals and with such vaccines as the commissioner shall specify from time to time.

Respectfully submitted,
Gerry Pilon

Civil Summons	2003	Revenue	2004
Unlicensed Dog	4	\$100.00	27
Dogs Running At Large	4	\$100.00	3
Nuisance	0	~	1
Menace	0	~	1
Vicious	1	\$100.00	0
No Tags	0	~	0
Rabies Vaccination	5	\$125.00	11
Kennel Fees	3	\$150.00	2
To Appear In Court	0	~	0
Total	17	\$575.00	45

Warnings	2003	2004
Unlicensed Dog	283	255
Dogs Running At Large	47	41
Nuisance	6	9
Menace	2	0
Vicious	0	1
No Tags	0	4
Rabies Vaccination	89	34
Total	427	344

Wild Animal Calls	2003	2004
Bat	1	0
Bear	0	0
Beaver	0	1
Bird	13	6
Coyote	2	10
Deer	7	10
Fisher	2	2
Fox	9	3
Goose	3	1
Horse	0	4
Mink	0	0
Moose	0	1
Muskrat	1	0
Opossum	0	0
Porcupine	2	0

Rabbit	0	0
Raccoon	19	2
Skunk	8	3
Snake	6	2
Squirrel	1	2
Turkey	2	0
Turtle	2	0
Woodchuck	5	4
Wild Animals Tested For Rabies	1	0
Birds Tested For West Nile	1	0
Trap Set For Wild Animal	3	1
Disposal Of Wild Animal	5	2

Total	93	54
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Other Calls For Service	2003	2004
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Calls About Cats	14	16
Cat Adoptions	0	0
Cat Bites Or Scratches	2	2
Cats Hit By Motor Vehicle	0	0
Cats To Another Shelter	0	0
Cats Euthanized	0	0
Cats Tested For Rabies	0	1
Cats Brought To Kennel	0	1
Stray / Abandoned Cats	0	1
Feral Cats	0	0
Trap Set For Cats	0	0

Dog Adoptions	0	0
Dog Bites	6	9
Dogs Hit By Motor Vehicle	2	3
Dogs Left In Motor Vehicle	0	0
Dogs To Another Shelter	4	0
Dogs Euthanized	0	2
Dogs Tested For Rabies	0	0
Dogs Picked Up	35	39
Dogs Brought To Kennel	27	21
Cruelty To Animals	0	0

Total	90	95
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Licensed Dogs	1,445	1,479
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Telephone	2003	2004
In Station	95	147
Out Station	108	152
In Home	80	71
Out Home	361	365
Total	644	735

Hours Worked

In Town	315	313
At Home	129.5	187
At Kennel	27.5	9
Training	43.5	8
Total	515.5	517

Vehicle

Mileage	5283	4596
Cost For Gas	\$913.20	\$856.47
Tolls	0	0

Building Department

REPORT OF THE CODE ENFORCEMENT OFFICER-2004

There were one thousand six hundred twenty three (1623) building and associated permits issued during the year 2004 and were classified as follows:

Description	Building Permits Issued	Associated Permits Issued	Estimated Valuation
Dwelling Units	67	737	\$19,186,000.00
Additions/Renovations	55	75	1,100,000.00
Breezeways/Garages	25	50	750,000.00
Decks/Porches	46	46	750,000.00
Swimming Pools	30	30	560,000.00
Utility Sheds	38		56,000.00
Individual Sewage Systems	22	22	175,000.00
Individual Electrical	42		58,800.00
Plumbing/Gas Piping	33		33,000.00
Chimney/Fireplaces	32	32	42,000.00
Drilled Water Wells	5	5	52,000.00
Washed Wells	10	10	40,000.00
Individual Test Pits	22	22	17,600.00
Individual Foundations	6		27,000.00
Commercial Renovations	2	6	300,000.00
Commercial New Structures	4	11	900,000.00
Detached Garages	8	16	160,000.00
Fuel Tanks	15		7,500.00
Sun Rooms	15	15	45,000.00
Temporary Sign	3		
Mobile Homes Temporary	3	3	
Occupancy	0	60	
	483	1140	

Total Estimated cost on
Completion of construction ----- \$24,259,900.00

Permit Fees Received and
Returned to the General Fund ----- \$73,573.00

Administered collected and recorded
Elementary and high school, road,
Municipal, library, fire police and
Recreation impact fees received and placed in escrow ----- \$282,984.00

Total Fees ----- \$356,557.00

Respectfully Submitted,
Roland E. Bergeron
Code Enforcement Officer

REPORT OF THE CODE ENFORCEMENT OFFICER-2004

Administration and Statistical Report – 2004

Violations Notices	19
Court Cases	1
Complaints	69
Scheduled Inspections	1,616
Unscheduled and Re-inspections	465
Telephone calls received for information and Radio Dispatching	10,515
Informational assistance given to walk-ins	3,120

LITCHFIELD CABLE ADVISORY COMMITTEE

2004 Annual Report

December 31, 2004 marks the end of the tenth year of work by the Litchfield Cable Advisory Committee. This is the sixth annual report being submitted to the Litchfield Board of Selectmen and citizens of Litchfield. During this time, the committee members have worked collaboratively with the Board of Selectmen in the oversight and coordination of the services provided to the town in the area of cable television. As in past years, the Cable Advisory Committee takes great pride in their accomplishments and the volunteer services that they provide to the town of Litchfield. In this report I will attempt to review the highlights from the past year, particularly the work accomplished by the committee and progress on goals that have been set.

I did not submit a report for the year 2003. These were the highlights, in brief, for 2003:

- A cable contract agreement was finally negotiated and signed for the Town in August of 2003;
- Funding was secured to purchase equipment for the Town cable TV broadcasting center for the purposes of broadcasting local origination programming of Town meetings, school sporting events, and other events of interest.

In my predecessor's annual summary for 2002, it was reported that the new Town cable TV broadcasting facility was finished. In the spring of 2004 we installed the equipment necessary to replay all recorded materials in this facility. The building will also serve as a location for the development of live TV productions and has now become our home base.

In June of 2004, Litchfield Community Television (LCTV) was launched on local origination channels 20, 21, and 22. We began broadcasting, from our own facilities, both live and taped meetings and events, a first for the Town of Litchfield. The Litchfield Cable Advisory Committee would like to take this opportunity to thank the Town of Hudson who provided access for many years on their local channels for the play back of Litchfield programming and especially Coleman Kelly for graciously providing the many man hours required for this task.

At the close of 2004 we are operating three local channels, seven days a week, twenty-four hours a day that provide Selectmen, Budget, and School board meetings (both live and replayed) as well as local school sporting events. With the help, cooperation, vision, and dedication of the Campbell High School staff and students a video club for students was established.

In projecting ahead to future goals, the Cable Advisory Committee looks to an exciting opportunity rich year. An important aspect of the committee's work will be to continue to work collaboratively with the operator of the cable television system and town officials. Future goals also include continued work with the Campbell High School video club to provide television production training to students and an expansion of offerings for live and recorded TV broadcasts. To this end we will be seeking funding from the town to hire a part or full-time position to manage the operations of our broadcasting facility and to technically train students and other interested citizens to create programming for our local cable TV channels. Lastly, the Cable Advisory Committee will strive to continue its work with other local communities to share information and resources.

In closing, I am proud to present the 2004 Annual Report of the Litchfield Cable Advisory Committee. Hopefully this summary will keep the residents of Litchfield up to date on the important work that is underway. I would also like to take this opportunity to extend my recognition and appreciation to the Litchfield Cable Advisory Committee members. Their dedication, knowledge, technical assistance, self-sacrifice and patience have proven invaluable.

Respectfully Submitted, Dick Pentheny, Chairperson

Litchfield Cable Advisory Committee

John Beaulieu 2007

Scott Cavanagh 2007

Timothy Kearns 2005

Dick Pentheny 2006

Selectmen's Rep. Jack Scheiner

Alternate Cynthia Couture 2006

Alternate David Hunt 2005

ANNUAL REPORT OF THE LITCHFIELD CONSERVATION COMMISSION

A municipal conservation commission is established, under the authorization of NH RSA 36-A, “for the proper utilization and protection of the natural resources and for the protection of watershed resources of said city or town.” The Litchfield Conservation Commission (LCC) is pleased to report our activities of 2004.

In March we received a donation of eight acres of land from the late Mary Batura which is known as Carlton Meadow (Tax Map 5 Lot 237). We are grateful for all donations.

In November the Town of Litchfield, through the town’s Conservation Lands Fund, purchased nine acres along the Merrimack River and Route 3A from Mr. Karl Franck (Tax Map 12/Lot 12). The Litchfield Historical Society holds many of the town’s historical documents, including those regarding this property. It contained part of the town’s militia muster grounds and is believed to be the only muster grounds in the state that remains undeveloped. The property also provides an excellent habitat for wildlife as part of the Merrimack River Corridor which is designated as an “Important Bird Area” by the Audubon Society of New Hampshire.

In the past year, the town recorded plans for the development of a total of 255 acres of land. The Conservation Commission supports the state Land and Community Heritage Investment Program (LCHIP) as the only state program that grants communities with matching funds to conserve lands and historical resources. The commission looks for your support as it continues its efforts towards conserving the special places of Litchfield.

Conservation Commission member, Roger St. Laurent, conducts yearly water sampling of Darrah Pond under DES’s Volunteer Lakes Assessment Program (VLAP). DES test results have shown that Darrah Pond is within acceptable levels for those biological and chemical parameters tested, including e. coli, phosphorus, and chlorophyll-a.

The Conservation Commission meets at 7 p.m. on the first Thursday of each month in the Town Hall conference room. We would welcome your comments and questions. We also have openings on the Commission and would encourage you to attend a meeting to see if you would be interested in joining the Commission as an alternate or full member.

Respectfully submitted,

Tom Levesque, Chairman
Joan McKibben, Vice-chairman
Marjory Pitcher, Co-Secretary

Ray Peebles, Selectmen’s representative
Roger St. Laurent, Jr.
Torene Tango-Lowy, Co-Secretary

Did you know...

... that any work within wetlands require a Dredge and Fill permit from the state Department of Environmental Services? Wetlands are defined by soils and indicator plants, and not solely by standing water...

... that any work within 50 feet of delineated wetlands require a "special exception" from zoning ordinances from the Zoning Board of Adjustment?

...that we have available a checklist of birds and animals observed in Litchfield, a brochure about the Moore's Falls Conservation Area and a brochure entitled Introduction to protection for Wetlands. For a free copy of any of the brochures please call 424-2131...

...that Parker Park and Moore's Falls Conservation Area are two public areas with walking trails for your enjoyment.

LITCHFIELD HIGHWAY DEPARTMENT 2004 ANNUAL REPORT

The Town of Litchfield Highway Department was actively involved in many road projects and worked tirelessly throughout the snow removal/winter maintenance season. This part-time department has full-time responsibility and at all times operates with the interest of public safety as most important.

I submit the following as 2004 accomplishments:

- The road projects completed as part of the 10-year Road Surface Management program were:
 - Finished the reclamation and finish overlay of Lance Avenue from Robyn Avenue to Century Lane intersection, including drainage
 - Reclaimed and finished a section of Woodhawk Way from the intersection of Mallard Court to Talent Road
 - Replaced culverts at Talent Road and Nakomo Drive
 - Overlay a section on Nesenkeag Drive

This Road Surface Management program ensures the integrity of the road surface condition for each road within the Town. It is a Road Surface preventative maintenance program.

- Completion of North extension of Albuquerque Ave. to 3A (Charles Bancroft Highway) and bike path, and a final coat of asphalt. This project was completed in Spring 2004.
- I continued to work with the Board of Selectman, the engineers and the Board of Selectman from the Town of Derry on the companion wastewater treatment line under Corning Road. This Inter-Municipal agreement, tentatively scheduled to be installed in 2005, will be beneficial to the Town of Litchfield as a way to upgrade the road surface and correct the water drainage problem on Corning Road.
- The Town of Litchfield qualified for Federal Emergency Management Agency (FEMA) monies for a 2004 snowstorm. I was instrumental in preparing and submitting the appropriate documents and as a result the Town was reimbursed for over \$17,000 for expenses incurred during that event.
- Supervised and approved new road projects: Moose Hollow Drive, Old Stage Road
- In the interest of public safety, I had the town's main roads re-stripped, all town roads swept, and 35 standing dead trees removed from the road side to avoid possible accidents or damage.

- Supervised and coordinated the use of the Hillsborough County Work Assistance Program for 3 weeks to assist with brush cutting, spring clean up and scraping and painting of Town snow plows as annual preventative maintenance. This is a low cost program for the Town.
- I am a member of the Town of Litchfield Disaster Response Committee. As a key department head, I attended training for town preparedness in case of an emergency or disaster situation.
- As a member of the town Safety Committee, along with all other department heads, I work with the insurance carrier to ensure safe working environments for all town employees.
- The snow removal and winter maintenance season, as always, keeps us busy, due to the heavy level of precipitation. With a part time staff, The Town of Litchfield Highway Department takes pride in providing safe, clean roads for the transportation of all residents and students. I would like to thank all the people involved with this endeavor especially Gilles Fauteux, of the Litchfield Highway Department and all of our contractors:

M.J. Anger Enterprises Inc.

Mark Anger

Ron Buxton

Felix Farley

Eagle Paving

Mark Reilly

Dan Hoghland

Digger D's Landscape

Dan Vaillancourt

Doug St. Laurent

Keith Pierce

Joe Reed

Jonathan Anger

Buck's Landscaping

Clifford Hibbard

The above men are hard working and conscientious. The snow removal/winter season would not be possible without their help. I value their professionalism. It has made the task enjoyable.

I would like to thank all the departments in the Town for their assistance, including Police Chief Joseph O'Brien and his department as well as Fire Chief, Tom Schofield and his department, the Town administrative office staff Terry Brodeaur,

Lori Dogopoulos and Cecile Durocher. I owe special thanks to Town Clerk Diane Jerry and her staff Patricia Gibeault and Claire Croteau along with Joan McKibben from the Planning Board.

I look forward to a continued close working relationship with the Board of Selectman and to my Board of Selectman liaison Cecil Williams.

As always, special thanks must be expressed to Mr. Roland Bergeron who continues to support and mentor me in all aspects of the Road Agent position. He has greatly assisted me in many of the road projects and designs and continues to be an asset to the Town of Litchfield.

Working with many residents over the years has been the most rewarding part of this position and I thank all of the residents for supporting the Highway Department.

Respectfully submitted,

Gerard J. DeCosta
Road Agent

**HILLCREST CEMETERY ASSOCIATION
NOTES TO FINANCIAL STATEMENT
December 31, 2004**

The Hillcrest Cemetery Association is a non-profit association established on November 11, 1908, to improve and maintain the Hillcrest Cemetery located in Litchfield, New Hampshire.

CASH/SAVINGS

Checking Account – St. Mary's Bank	\$ 1,330.11	
Savings Account – St. Mary's Bank	5,375.09	
Certificate of Deposit – St. Mary's Bank	<u>9,602.40</u>	
		\$16,307.60

CONTRIBUTIONS

Town of Litchfield	\$ 400.00	
Sale of Cemetery Lots	<u>0.00</u>	
		\$ 400.00

INTEREST INCOME

St. Mary's Bank (NOW)	\$ 8.42	
St. Mary's Bank (Savings)	51.42	
St. Mary's Bank (CD)	<u>177.70</u>	
		\$ 237.54

Treasurer's Report
Litchfield Hillcrest Cemetery Association

Warren W. Adams, Treasurer

INCOME STATEMENT
(As of December 31, 2004)

INCOME

Contributions	\$ 400.00	
Sale of Cemetery Lots	0.00	
Interest Income	<u>237.54</u>	
		\$ 637.54

OPERATING EXPENSES

Maintenance	\$2,035.00	
Filing Fees	150.00	
Annual Meeting Expense	28.05	
Memorial Day Flowers	<u>29.85</u>	
		\$ 2,242.90

NET INCOME (LOSS) (\$1,605.36)

BALANCE SHEET
December 31, 2001

ASSETS:

Cash	\$ 1,330.11	
Savings	5,375.09	
Certificate of Deposit	<u>9,602.40</u>	
TOTAL ASSETS:		\$16,307.60

LIABILITIES:

Current Liabilities	-0-	
Equity		
Principal Fund	\$17,912.96	
Net Income (Loss)	<u>(1,605.36)</u>	

TOTAL LIABILITIES & EQUITY \$16,307.60

ANNUAL REPORT OF NASHUA REGIONAL PLANNING COMMISSION FOR THE TOWN OF LITCHFIELD

Land Use and Environmental Planning

- Held quarterly luncheons for professional Planning Staff in the Region.
- Organized the yearly Land Use Planning Workshop for Planning Boards, Conservation Commission and Departments off Public Works in May 2004.
- Conducted a Regional Housing Needs Assessment.
- Continued to provide ongoing assistance with planning related questions.
- Conducted and presented annual growth management review and building certificate allocation data.
- Conducted annual Impact Fee review.
- Drafted an Administrative Rule for Building Certificate Allocation distribution.
- Drafted a major amendment of the Housing for Older Persons ordinance and applicable regulations.
- Drafted Conditional Use Permit zoning amendment.
- Drafted Wetlands Conservation District ordinance amendment.
- Drafted a Historic District and Historic District Commission ordinance.
- Drafted annual Town zoning warrants for the Town Report and ballot.
- Conducting update of Build-Out Analysis, with a draft due in June of 2004.
- In progress update of the Capital Improvements Program (CIP) for fall of 2004.
- Drafted amendment to subdivision and site plan bond requirements and procedures.
- Design review of submitted applications to the Planning Board.
- Attended a Conservation Commission meeting to discuss the Regional Environmental Planning Program.
- Conducted several meetings of the Regional Resource Conservation Committee.
- Continued to provide technical assistance to the Lower Merrimack River Local Advisory Committee (LMRLAC).
- Began work on developing a Lower Merrimack River Watershed Management Plan.
- Worked with Circuit Rider to include LMRLAC on site/subdivision checklist.
- Worked with Town boards to collect data for the Darrah Pond Aquifer Study.
- Completed an analysis of the water interconnections in the Nashua Region.
- Organized five Household Hazardous Waste Collection Events.

Transportation

NRPC as the designated Metropolitan Planning Organization (MPO) for the region is responsible for developing and maintaining the region's transportation planning program. This includes soliciting, prioritizing and making recommendations on regional and local transportation projects that are funded through Federal or State sources. NRPC is responsible for developing the region's portion of the State's Transportation Improvement Program (STIP), maintaining the regional traffic model, and performing required air quality analyses. In addition, NRPC MPO funds are used to provide municipal technical assistance on transportation issues.

- Assisted with the submittal of a Transportation Enhancement application for the completion of the Albuquerque Avenue Bicycle and Pedestrian Trail.
- Provided a report to the town with traffic count data from the past few years, and updated the NRPC website to provide historic and frequently updated traffic count data.
- Calibrated the updated regional traffic model for use in analyzing future regional and community-specific projects.
- Conducted traffic counts as part of the NHDOT HPMS traffic counting program.
- Conducted bi-monthly meetings of the Phase II Stormwater Coalitions.
- Completed the Litchfield 3A Corridor Agricultural Preservation Study and presented to the Planning Board and Board of Selectmen.
- Solicited and summarized environmental mitigation options for the Circumferential Highway.

Geographic Information System (GIS)

The GIS Staff at NRPC continues to maintain a diverse collection of spatial databases including local roads, real property parcels, zoning, land use, and environmental conditions. This data is applied extensively to provide mapping and analysis for local and/or regional projects.

- Completed regular maintenance tasks and performed updates to the regional GIS data, including digitizing new roads, parcels, protected lands, zoning changes, trails, social service or child care providers, land use and other baseline data for each community.
- Mapped and analyzed trends relative to real estate transactions for the year to maintain a tool for monitoring sales trends.
- Prepared and/or disseminated Census 2000 data in GIS format for local or regional reports.
- Addressed numerous mapping needs from the town officials and the public.
- Initiated a process for conducting an update to the Regional Housing Needs Assessment.
- Continued to update and expand the regional annotation layers for improved clarity, Accuracy and detail in mapping tasks.
- Developed a series of maps for the Conservation Commission defining regional water, soils and open space issues on the community.
- Completed regular updates the NRPC website www.nashuarpc.org to keep this resource current and relevant.
- Provided mapping support for the Transit Plan for the Nashua Region.
- Provided all graphic, data and research needs to support the Agricultural Preservation Project completed for the Town. Developed a web site describing scenic conditions along the Rte 3A corridor and completed a visual analysis of the area. Supplied a broad set off maps to go along with the study.
- Initiated a limited Buildout study of the Darrah Pond watershed.

PINECREST CEMETERY ASSOCIATION OF LITCHFIELD, NH

BALANCE SHEET

DECEMBER 31, 2004

ASSETS

Current Assets:

Cash	\$1,630.46
Savings	6,025.50
Certificates of Deposits	<u>5,418.25</u>

Total Current Assets \$13,074.21

Total Assets \$13,074.21

LIABILITIES & STOCKHOLDERS EQUITY

Current Liabilities: \$ 0.00

Long Term Liabilities: 0.00

Equity:

Principal Fund \$12,603.25

Income Fund \$1,702.00

Net Income (Loss) After Taxes (1,231.04) \$ 470.96

Total Stockholders Equity 13,074.21

Total Liabilities & Stockholders Equity \$13,074.21

PINECREST CEMETERY ASSOCIATION OF LITCHFIELD, NH
INCOME STATEMENT
FOR TWELVE MONTHS ENDED DECEMBER 31, 2004

Income		
Contributions	\$ 656.00	
Interest Income	103.99	
	<u> </u>	\$ 759.99
Operating Expenses:		
Landscaping	\$1,355.00	
Professional Fees	233.75	
Flowers	156.00	
Water	96.28	
Filing Fees	75.00	
Repairs & Maintenance	75.00	
Total Operating Expenses	<u> </u>	\$ 1,991.03
Net Income (Loss) After Taxes		<u><u>\$(1,231.04)</u></u>

PINECREST CEMETERY ASSOCIATION OF LITCHFIELD, N.H.

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2004

Pinecrest Cemetery Association of Litchfield, NH is a non-profit association established to improve and maintain the Pinecrest Cemetery located in Litchfield, NH. It is on the cash basis of accounting with its year-end on December 31st.

CASH

Checkbook -	<u>\$1,630.46</u>
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SAVINGS

<u>\$6,025.50</u>

CERTIFICATES OF DEPOSITS

Bank	Acct #	Expires	Amount
		03-17-05	\$1,000.00
		09-24-05	4,418.25
			<u>\$5,418.25</u>

CONTRIBUTIONS

Town Trustees	\$256.00	
Town of Litchfield	<u>400.00</u>	
		<u>\$ 656.00</u>

INTEREST INCOME

Type	Amount
Savings/Checking	<u>\$ 103.99</u>

2001 PLANNING BOARD ANNUAL REPORT

The Litchfield Planning Board is made up of volunteers appointed by the Board of Selectmen to serve the town by guiding and making recommendations related to the development of the municipality. This year we had not only a full board of 7 members appointed, but one alternate appointed as well. Litchfield can be thankful that there are enough people who are not only interested in the development of our town, but also willing to give the countless number of hours required to do this vital Board's work. You will notice at the end of our report that there are still open positions for alternates on the Planning Board. Any of us would be most happy to talk with anyone in Town that has an interest in volunteering for the Town in this capacity. While it is not difficult work, it does require a willingness to put in the time it takes to learn the position.

In 2000 the voters in Litchfield adopted a Growth Ordinance. This has significantly slowed the rate of single family housing. While the language of the ordinance calls for it to expire in 2005, your Planning Board has introduced legislation which will come before Town Meeting to extend the life of our current Growth Ordinance for one more year. We strongly believe that a thorough study of the implications of this ordinance are in order as we explore the various areas where this ordinance plays itself out throughout Litchfield. We entered into a contract with the Nashua Regional Planning Commission to do an update of the Town's Build-out Analysis this year and expect delivery of that report soon. It will provide important data for the Town to use as we explore the Growth Ordinance in 2005.

Projects which have come before the Planning Board this year provide for the development of 255 acres within the Town and will translate into 45 additional single family homes and 101 units of Housing for Older Persons. Not all of these dwellings will be built immediately as some of the plans have yet to be recorded while they await final State permits. The number of Housing for Older Person units brought before the Planning Board has decreased this year. We suspect that is in part due to the refinements to the Ordinance which the Town Meeting adopted last year, increasing the lot size and building size which allows for fewer but larger units in a development.

The Capital Improvements Plan (CIP) is nearly completed and will be available for the Selectmen's use and any other interested parties in the Town. We have attempted to gather information from all agencies within the Town that anticipate Capital Improvements and then to strategically place them in such a way throughout the next five years that the tax impact of these improvements don't all come in one year. After the CIP is completely finished and adopted it will give the Town a much better foundation on which to base the Impact Fees which are assessed on new dwellings within Litchfield.

In 2004 we said good-bye to Co-Chair, Peggy Drew and Frank Byron, Selectmen’s representative, who had both given long and valuable years of service to the Planning Board and we welcomed Ray Peeples as the Selectmen’s Representative, Alison Douglas as a member and Leon Barry as the new alternate on our Board. We have appreciated their contributions and new insights. Thank you Frank, Peggy, Ray, Alison and Leon! We said good-bye to Richelle Denny, our most able recording secretary, and welcomed Ruth Levigne who has stepped into the position and done a marvelous job for us and the Town. Thank you Richelle and Ruth! We are also deeply indebted to the Board of Selectmen for their wonderful patience, encouragement, and guidance; to Joan McKibben for her ability to sort through the myriad of paperwork, keeping it straight and always bringing us the right documents; and to Steve Wagner, of the Nashua Regional Planning Commission for making sure that we make our decisions within the bounds of State Law and the Ordinance and Regulations of our Town.

Our work would not be possible without the support and assistance of the Town Police and Fire Departments, the Town Clerk’s Office, the Building Department, the Road Agent, L.C Engineering, our Town Attorneys, and all the residents of Litchfield that take the time to attend our meetings. Thank you to each and every one of you!

Respectfully submitted by,

John Blackadar	Co-Chair	2006
Gregg Jeffrey	Co-Chair	2007
Mary Ann Geist	Clerk	2005
Raymond Peeples	Selectmen’s Rep	
Steven Perry	Member	2005
Charles Valenti	Member	2007
Alison Douglas	Member	2006
Leon Barry	Alternate	2005
Open Position	Alternate	2006
Open Position	Alternate	2007

LITCHFIELD POLICE DEPARTMENT

ANNUAL REPORT – 2004

Honorable Members of the Board of Selectmen
Litchfield Residents

Ladies and Gentlemen:

It brings me great honor to bring you the Annual Report of the Litchfield Police Department for the year 2004. I appreciate the opportunity the Board of Selectmen gave me to lead the police department into the future.

First and foremost I would like to thank Thomas F. Iverson, Jr. for all the work he accomplished as the Chief of Police during his tenure in Litchfield. His leadership skills and his commitment to the town will resonate for years to come. On a personal note I want to thank him and wish him luck on his retirement.

I plan to keep the police department on track with initiatives already in progress. The Dare / School Resource Officer positions are very important to keeping the youths of our community safe and informed of the dangers in life. It is important that they understand that poor decisions made today could follow them the rest of their lives. The town schools are very receptive to this program and have been more than helpful in keeping a positive police partnership with your children. Officers Robert Bennett and Heath Savage have done an outstanding job keeping these programs active.

I foresee our School Resource Officer expanding his duties from not only in the schools but assisting our prosecutor in the courtroom with juvenile matters. I feel this will give the officer a broader picture to some of our troubled youths problems, and ways to assist him/her in becoming a productive adult.

The police department is well on its way to becoming a 2 man 24 hour police department. Last years additional officer brought us even closer. This year I am requesting one police officer to complete this effort. This additional officer will finally close the gap where only one police officer is on duty at a time. This is a major concern for any police administrator. It gives your officers added safety when making arrests, responding to alarms, domestic violence calls, traffic accidents, etc.... In this day and age it is unconscionable to have just one police officer on duty. This addition will also give more patrol visibility to your community, which has shown to reduce crime. This officer will also keep us in line with the needs of the growing population in Litchfield.

The police department prides itself on producing well-trained police officers. I plan to expand our training to include an in depth “ high liability training.” These issues have plagued agencies for years and are cornerstones of many lawsuits. The Board of Selectmen and the Budget Committee have approved an increase in our

training budget. This will allow the implementation of specialized training in Domestic Violence, Use of Force, Laws of Arrest, Pursuit Driving, and other highly litigious areas. This training I feel demonstrates our commitment to excellence and to minimize our communities exposure to legal actions due to negligence.

The police department will be expanding our Community Policing partnership to the +55 communities. We have recently completed training to put into effect a “TRIAD” type program. This effort is being spearheaded by Officer Christopher Blastos. This initiative will provide our citizens with recognizing “scams, frauds, and thefts” that target the older populations. We intend to utilize the town television channel to provide all citizens with useful informational productions.

We would like to welcome and introduce two new police officers to the department.

The first police officer is Russell Hartley, III who filled the vacancy voters accepted last year. Russ is a 15-year veteran of the Hillsborough County Department of Corrections and brings a wealth of practical knowledge. He is also an active Naval Reservist.

The second police officer is Jeffery Costa who filled the vacancy I left behind. Jeffery is a graduate of Plymouth State University, where he received a Bachelor of Arts degree in Criminal Justice.

The police department bids farewell and good luck to part time officers Brian Hoey and Michael Woodham who have relocated out of state due to their primary jobs. I anticipate that these positions will be filled relatively soon.

As in the past Annual Reports I would like to break down each individual officers salaries to give the taxpayer a clearer understanding of their police officers earnings:

Officer	Annual	Overtime	Details
Lieutenant James Gaudet	\$59,216.77	\$6,097.09	\$3,291.13
Lieutenant Gerard Millette	\$55,567.20	\$4,185.48	\$2,757.00
MPO David Donnelly	\$48,468.00	\$11,841.02	\$2,140.25
MPO Matthew Elliott	\$48,286.00	\$8,830.62	\$432.00
Officer Heath Savage	\$39,926.81	\$5,243.38	\$2,313.00
MPO Paul Paquette	\$48,672.09	\$8,299.36	\$3,745.00
Officer Christopher Blastos	\$36,696.08	\$7,358.70	\$1,366.25
Officer Russell Hartley	\$13,058.32	\$932.08	\$397.00
Officer Jeffrey Costa	\$4,474.48	\$969.36	0

*Overtime includes covering extra shifts, court hearings, and training

The police department web site has been updated and is a “work in progress”. A volunteer Mr. Larry Sott maintains the site and we appreciate the time he has taken out of his busy schedule to put this project together. Please take some time and visit us as [www. Litchfieldpd.com](http://www.Litchfieldpd.com), I personally read all comments and suggestions.

In closing I thank each and every member of the police department for a job well done for the year. Your dedication to the residents of Litchfield is seconded by none.

This years successes would not have been possible without the support and guidance from the Board of Selectmen, other Town Departments, and the citizenry of Litchfield, New Hampshire.

Respectfully Submitted,
Joseph E. O’Brion, Jr.
Chief of Police

Report of the Administrative Lieutenant

FY 2004

The Administrative Lieutenant, as second-in-command of the police department, reports directly to the Chief of Police, and is responsible for investigations, prosecution, accreditation and professional standards, the School Resource Officer and school liaison issues, grant writing, some budget preparation and other such duties as assigned by the Chief. The criminal division is comprised of three main functions: legal bureau, detective bureau and crime prevention bureau. Most importantly, the Administrative Lieutenant serves as the Officer-in-Charge of the department in the absence of the Chief of Police. I served as Officer-in-Charge of the Department in the absence of Chief Iverson from December 12, 2003 through his return to duty in early February 2004.

This year saw several changes in the Department. Chief Iverson retired in July, and Master Police Officer Joseph E. O’Brion, Jr. was named Chief of Police. Two part-time Litchfield Police Department officers – Brian Hoey and Mike Woodham, re-located with their primary jobs and left our department. Two full-time officers were hired to fill vacancies in authorized positions, and Officers Russ Hartley and Jeff Costa were hired and are welcomed to the Litchfield Police Department. I thank Brian and Mike for their efforts during their time with the Department, and look forward to working with Russ and Jeff. The Department’s two Lieutenants were temporarily re-assigned for the last four months of the year and will be returning to their previous assignments in 2005.

Investigations

The role of criminal investigation is a critical support service to the patrol division function of the department. In a small agency such as ours, the patrol division is the backbone of the department. Whether conducted personally or simply overseen, all investigations are the ultimate responsibility of the Administrative Lieutenant.

The Department has seen an increase in computer, Internet and identity theft cases – as has most of the country with the explosion in growth of computer usage. These crimes range from “phishing” – which is a bogus solicitation of personal information to a fictitious website where your personal information is secured, to eBay fraud or theft cases. We see many threatening or harassment cases over the computer now as well. These cases are extremely difficult to investigate

In 2004, there were two pre-employment background investigations done. These are very involved and time-consuming, but if thoroughly conducted at the beginning, spare the Town the later costs of hiring a marginal or poor employee. Often times, such an investigation yields a recommendation not to hire a candidate. You can be assured that current hiring practices – including background investigations, result in the hiring of the finest candidates available for the positions.

As of 31 December this year, there have been **52** pistol permit applications investigated. There are eight sexual offenders who were registered in Town over the course of the year, and I am pleased to report that there are currently no Megan's Law Offenders currently registered in Town.

Other offenses or incidents investigated include nineteen bad check cases fifteen burglaries, ten felony level sexual assaults, six felony level assaults, three untimely deaths – including the drowning death of a 17 year old male that involved some seventy man hours' work, and a variety of other matters.

Some cases of note this past year included the aforementioned drowning case. The Department is also pleased to report that the 2001 civil rights investigation it began with federal authorities into the so-called slavery case in Litchfield culminated with jury verdicts of guilty for the two Litchfield resident defendants. They were sentenced to over four years' incarceration for their roles in this exploitation and document servitude case.

Prosecutions

As of December 16, the Department had filed over **462** adult complaints in the Merrimack District Court. This is an increase from the past year. There were an additional **86** juvenile petitions filed there as well. The Department has ***doubled*** its juvenile prosecutions over last year, and will exceed last year's adult complaints filed by year's end. The Merrimack District Court also notified the Department that it envisions scheduling two courtroom sessions on Thursdays in 2005, which will necessitate a second officer to assist the Prosecutor at times.

As of the writing of this report, there were 44 assorted Driving While Intoxicated offenses charged and prosecuted by the Litchfield Police Department in 2004. There were 2 Habitual Offenders, 38 suspended or revoked driver license offenses, and 95 speeding tickets.

The Department expended some **200** court overtime hours this past year for both district and superior court appearances. This does not include actual duty time of the police prosecutor or on-duty police witnesses.

School Resources

Officer Heath Savage serves as the department's School Resource Officer (SRO), and has served in that capacity since May of 2000. The SRO reports to the Administrative Lieutenant – who oversees the SRO. The SRO grant has expired, and Officer Savage's position has now become part of the operating budget. I continue to be very pleased with the performance of Officer Savage. He is truly a valuable asset to the schools and our community. Heath is a certified D.A.R.E. instructor and School Resource Officer. He is also serving as the freshmen boys' basketball coach

for Campbell High School, and as assistant coach on the junior varsity and varsity boys' basketball squads.

In addition to Officer Savage, the Litchfield Police Department has begun utilizing the services and vast experience of part-time Master Police Officer Robert Bennett in the schools. Officer Bennett has been a part-time officer in Town since 1972, and recently retired with some forty plus years' experience in education. Bob is a certified DARE instructor, and teaches the DARE curriculum at the Litchfield Middle School, as well as St. Francis School. He works three days a week in that capacity.

Crime Prevention and Community Relations

These two critical functions go hand-in-hand in a department with a community policing orientation such as ours. Improved community relations lead to more willingness by citizens to work with the department to identify and solve various issues that affect their quality of life in the community.

The Department sent Officer Christopher Blastos to "TRIAD" training in order to better serve the growing senior community in Litchfield. With the continuing explosion of 55+ developments in Town, greater opportunity for exploitation of seniors arises.

Although not as utilized in the past, the Department maintains engraving kits to be loaned to mark valuables, and will conduct a security survey of your residence and make suggestions for improvement. Various groups or organizations wishing to have an officer speak to them about a variety of topics are encouraged to contact the Chief of Police and arrange for such an opportunity.

One of the challenges for the upcoming year will be to update the Department's website. This is an invaluable information portal for Town residents to keep current with the Department's activities, and for others to learn about the Department.

James R. Gaudet
Administrative Lieutenant

Report of the Patrol Lieutenant

FY 2004

The Patrol Lieutenant reports directly to the Chief of Police and is responsible for directing and supervising the patrol function of the Department. In addition, the Patrol Lieutenant is responsible for the scheduling of department personnel, training and for other such duties as assigned by the Chief of Police.

PATROL

When you call the Police Department and request assistance the person who responds will most likely be a patrolman. The Patrolmen form the backbone of any police department because they are the officers who are most visible and who have the most contact with the public.

We are fortunate in Litchfield to have the high quality personnel that we do. This year has seen a number of changes come our way. We added one full time police officer from a warrant article you approved last year, Officer Russell Hartley and Officer Jeffrey Costa filled in the position left vacant by Chief Joseph O'Brion. Also, we are very glad that Officer Shaun Mulholland returned safely from his service with the U.S. Army Reserves in Iraq and rejoined our ranks.

We lost some people as well. Chief Iverson retired from active law enforcement and began a well-earned retirement after a 30-plus year career. Officer Brian Hoey and Officer Michael Woodham, a couple of part time officers, left our Department to pursue career opportunities in their primary career field in other parts of the country.

I am glad to report that the number of motor vehicle crashes is down from the past two years. Furthermore, we have had no fatal crashes. I attribute this to the efforts of our citizens to drive more safely and the aggressive enforcement of our traffic laws by your patrolmen. I point out every year in my annual report the ratio between issued motor vehicle violation warnings versus summonses. Each year the number of warnings issued far exceed the number of summonses. This year is no different. Your patrolmen issue three to four times as many warnings as summonses demonstrating that they are exercising discretion in their enforcement decisions.

I wish to thank those of you who have clearly marked your mailboxes and houses with your house number since my last report. Failing to properly mark your mail box and house can result in an unnecessary delay in emergency personnel, Police, Fire, or Medical, coming to your aid when called. Please, on behalf of my colleagues in the Fire and Emergency Medical Services, clearly mark your mailboxes and house with your house number.

TRAINING

As I have already mentioned we have two new full time patrol officers. These officers must receive a fair amount of training before they are competent to discharge their duties to serve and protect. A new officer must attend a twelve-week Police Academy that will give them the basic skills and general information that all police officers must possess. Then they must complete a ten week Field Training Program that is designed to tailor the general information that they receive at the Police Academy to the specifics of policing the Town of Litchfield.

We try very hard to train our officers the best that we can so that they are as prepared as we can make them to discharge their duties in a professional and competent manner.

In addition, every year all officers must attend eight hours of in-service training, four hours of firearms safety/use of force training, and re-certification training for such skills as Breath Test Operator, Firearms Instructor, etc.

Thank you for your support.

Respectfully Submitted,
Lt. Gerard A. Millette
Patrol Lieutenant

Firearms Training

This year the department received grant money for the Law Enforcement training Network Satellite that was mounted at the station. The network provides us with training in the Use of Force and Officer Safety Issues. The network shows training videos on actual Officer involved incidents that have occurred around the country where officers have had to use some type of force to control incidents. The network then has Use of Force Experts analyze the incident and they show what was done correctly and incorrectly so we can train other officers. I taped several of the training videos that were shown this year and used them in our Use of Force and Firearms Training.

Six years ago the Litchfield Police Department purchased nineteen Sig Sauer P229 .40cal handguns from Sigarms Inc. for the approximate cost of \$8,550. This year I was able to trade those guns in for the new Sig Sauer P229 .40cal. The new Sig Sauer has a rail on the front of the gun for a light attachment as well as night sights on the weapon. With the trade of our old Sig Sauer's the cost was only \$100 a piece for 21 brand new weapons.

I would like to take this opportunity to thank the Hudson Police Department for allowing us to use their range again this year. Hudson P.D. has recently made several updates to the range and we greatly appreciate the use of the range.

A reminder to all gun owners please keep your firearms locked away at home and separated from ammunition. The Litchfield Police Department has plenty of gun locks available to anyone who would like one. Please stop in and pick one up. Let's make 2005 another very safe year.

In closing, I would like to thank the Litchfield residents for their continued support of our police department and if anyone has any questions about firearms, please give us a call.

Respectfully submitted:
Master Patrol Officer Paul Paquette
Firearms Instructor

School Resource Officer

The School Resource Officer Program is a nationally accepted program involving the placement of a law enforcement officer within the educational environment at several different levels. My name is Officer Heath H. Savage and I am currently in my fifth year with the Litchfield School District as the School Resource Officer.

I am involved in a variety of functions as the School Resource Officer. First, I am a visible, active law enforcement figure on campus dealing with any law enforcement issues. I also serve as a classroom resource for instruction in the following areas: law related education, violence diffusion, safety programs, alcohol and drug prevention, crime prevention, driver's education, and other valuable areas. I work as a member of the faculty to solve problems in the school community. I strive to be a valuable asset to teachers, parents, and students for conferencing on an individual basis discussing problems or questions and as a counseling resource in areas which may affect the educational environment.

As the School Resource Officer one of my goals is to bridge the gap between the police and young people and to increase positive attitudes toward law enforcement. I teach the value of our legal system, promote respect for people and property, and reduce juvenile crime by helping students formulate an awareness of rules, authority and justice. I allow students to access the legal system, give students a realistic picture of our laws and legal system so they will have an investment in supporting and improving it. I also teach our students how to avoid becoming a victim through self-awareness and crime prevention.

I have also taken a personal interest in students and their activities. I am the boys freshman basketball coach at Campbell High School as well as an assistant coach on the varsity and junior varsity boys basketball teams at the high school.

Thank you for your continued support of this position.

Respectfully Submitted,
Heath H. Savage
School Resource Officer

2004 OFFENSE LOG STATISTICS

	2003	2004		2003	2004
Arrests					
Adult	211	216	Loitering	3	2
Juvenile	51	55	Lost Property	8	22
Protective Custody	8	8	Medical Emergency	128	153
			Missing Persons	11	14
Abandoned 911 Calls	82	86	Neighbor Disputes	10	14
Alarms	163	207	Noise Complaints	29	58
Alcohol, Possession of	22	32	Obstructing Report of a Crime	1	3
Alcohol, Sale To Underage Person	1	0	Open Door/Unsecured Premise	193	51
Animal Complaints	83	68	Paperwork Service	132	124
Arson	0	1	Pawn Shop Sales	15	15
Assaults (All)	68	48	Personal Property, Seizure of	0	1
Assist other Agencies	72	91	Pistol Permit Applications	63	52
Attempt to Commit Destruction	1	2	Police Information	283	258
Attempt to Locate	0	2	Police Service	259	275
Attempted Suicide	3	6	Pornography, Child, Internet	1	1
Bail Jumping	0	1	Possession of Property W/O Serial Number	0	1
Bench Warrant	5	3	Prohibited Sales	9	6
Burglary	16	15	Receiving Stolen Property	1	5
Burglary, Attempt to Commit	12	3	Resisting Arrest	12	2
Child Abuse, Non-Violent	3	1	Road Hazard	0	18
Child Protection Act	1	1	Runaways	23	25
Civil Standby	43	30	Sexual Offender Registration	6	8
Computer Related Crimes	3	3	So. NH Special Operations Unit Call Out	0	1
Criminal Mischief	152	100	Stalking	5	4
Criminal Threatening	40	31	Suspicious Activity	41	88
Criminal Trespass	34	22	Suspicious Persons	52	49
Default/Breach of Bail Conditions	11	7	Suspicious Vehicles	82	6
Disorderly Conduct	37	37	Theft (Miscellaneous)	74	113
Disturbance in School	0	1	Theft of a Motor Vehicle	1	7
Dog Bites	7	2	Theft of Services	1	9
Dog a Menace, Nuisance or Vicious	10	19	Tobacco, Possession of	3	5
Dog Control Law/Running at Large	56	46	Town Ordinance Violations	20	19
Domestic Disturbance	68	54	Truancy	3	6
Drug Law Violations	25	40	Unauthorized Posting & Advertising	0	1
False Imprisonment	1	2	Unlawful Activities (Littering)	9	13
False Report to Law Enforcement	1	4	Unruly Juveniles	5	7
Felon/Possession of weapon	2	1	Unsworn Falsification	5	1
Fire	25	31	Untimely Death	1	3
Fireworks, Possession of	3	5	Unwanted Person	8	2
Forgery	1	7	Violation of Privacy	1	1
Forgery Tools, Possession of	1	2	Violation of Probation/Parole	6	5
Found/Recovered Property	24	31	Violation of Protective Orders	11	14
Fraud, Attempt to Commit	0	2	Welfare Checks	25	37
Fraudulent Use of Credit Card	2	2	Willful Concealment	0	1
Harassment	39	40	Wire Fraud, Attempt to Commit	1	2
Hindering Apprehension	3	5	Witness Tampering	4	4
Indecent Exposure/Lewdness	1	1			
Identity Fraud	3	9			
Interference with Custody	3	1	Business Checks		11,643
Involuntary Emergency Admission	3	8			
Issuing Bad Checks	16	19	Vacant Property Checks	369	230

2004 MOTOR VEHICLE STATISTICS AND SUMMONSES

	2003	2004
Motor Vehicle Accidents	55	65
Abandoning a Vehicle	2	3
Accident Report Required	17	10
Allow an Improper Person to Operate	9	1
Approaching Emergency Vehicles	1	2
Assist Motorist	51	60
Chassis Height	0	1
Checkups (Motor Vehicle)	65	79
Conduct after an Accident	8	18
Defective Equipment	10	3
Disobeying a Police Officer	10	6
DWI	37	44
Following too Close	3	3
Habitual Offender	4	2
Headlights, Failure to Turn on	0	1
License Required	8	7
License, Resident/60 Days	3	1
Lost or Mutilated Plates	7	4
Misuse of Plates	2	6
Motorcycle License Required	0	1
OHRV Complaints	54	44
OHRV Operation	17	18
Operating after Suspension/Revocation	17	9
Operating without a Valid License	0	8
Overtaking on Left	4	5
Passing on Right	0	1
Possession of Certificate Required	1	1
Probationary License	0	1
Reckless Conduct	6	1
Recovered Stolen Vehicle	0	1
Registration Required	13	11
Road Rage	0	2
School Bus Violation	16	24
Speed	118	95
Stop Sign	15	7
Suspended Registration	4	6
Transporting Alcohol	6	7
Unauthorized Use of a Motor Vehicle	2	1
Uninspected	28	20
Yellow Line	9	7
Youth Operator License	1	1

2004 WARNINGS

	2003	2004
Allowing an Improper Person to Operate	2	1
Chassis Height	0	1
Bicycle Lights Required	2	6
Defective Equipment	529	657
Emergency Lights Prohibited	3	1
Failure to Dim	19	28
Failure to Signal	0	2
Following too Close	38	27
Lamp or Flag on Projecting Load	2	1
License , Name and Address Change	3	2
License Required	9	43
Littering	7	4
Misuse of Plates (No front plate)	73	138
Negligent Driving	0	8
OHRV Operation	5	11
Operating without a Valid License	0	1
Reckless Driving	2	11
Registration Required	23	46
Registration, Suspended	0	2
Speed	763	822
Speed, Minimum Required	22	7
Stop Sign	143	69
Stopping, Standing, Parking Prohibited	9	3
Turn Signal Required	9	14
Uninspected	110	107
Yellow Line	134	144

COMMUNICATIONS CENTER

The year 2004 was an exceptional one for the Litchfield Police Department. In July, Chief Thomas F. Iverson Jr. retired and relocated to the State of Maine. Both he and his wife, Diane, will be eminently missed, as they put an appreciable amount of their time into Police and Town activities. At the same time we had the pleasure of Master Patrol Officer Joseph E. O'Brion, Jr. become our new Chief. He has been with the department since November of 1995, and is well respected by his peers. We wish him well in his new position as Chief of Police and look forward to working with him.

Our communications center is open Monday through Friday from 7:00 a.m. to 11:00 p.m., holidays excluded. At all other times, Hillsborough County Sheriff's Department in Goffstown handles the dispatching functions. When you call our department for emergency or non emergency requests, the person who answers the phone is not just a voice on the other end, but a trained professional who values service as the foundation of our department, striving for excellence. We are always cognizant of our aim to provide superior service.

The Litchfield Police Department reflects the highest standards of modern day professional law enforcement by providing supportive, professional service to the citizens of our community, promoting human rights, mutual respect and courtesy. We look forward to the challenges of the future.

Thank you for giving us the privilege of serving you.

Respectfully submitted,

Sharon A. Harding Reed
Executive Secretary

2004 COMMUNICATIONS CENTER STATISTICS

	2003	2004
Radio Communications	19,063	17,579
Telephone Communications	17,857	16,755
911 Calls	181	176
Walk In Service	2,317	2,331

LITCHFIELD RECREATION COMMISSION

2001 ANNUAL REPORT

The Litchfield Recreation Commission (LRC) is comprised of six (6) appointed volunteers, four (4) alternates, and one (1) Selectman's representative. The LRC closely follows the recommended guidelines as found in "A Guide to Municipal Recreation" by the New Hampshire Office of State Planning, and is governed by New Hampshire Revised Statutes Annotated (RSA) 35-B. The LRC strives to present the community of Litchfield with quality, fun, and educational programming while ever cognizant of budgetary constraints and community support.

The LRC has developed several sub-committees to address the various needs of the commission. The committees are Administration, Facilities, Finance, General Programming, Grant Administration, Land Acquisition, and Recreational Basketball. Additional committees will form as needs and time progress. The Town of Litchfield currently employs two part time positions within the LRC budgets: a Custodian and a Groundskeeper. We are also making better usage of the Town Website to promote better communications. Please go to www.litchfield.mv.com/LitchfieldWeb/ParksAndRec/parks_and_rec_.htm for facility usage forms and a calendar of upcoming events.

Social and recreational programming for youth, families and adults continue in 2004. We continued our free family film series and have increased our partnering with other civic groups and the schools to provide recreational opportunities for the community. The Recreation Commission used its group buying power to sell discounted movie, Water Country, and Six Flags tickets saving thousands of dollars for Litchfield families. A special thanks to Diane, Pat and Claire at the Town Clerk's Office for making it easy for residents to buy tickets to our programs. We are always looking for new ideas, and are particularly interested in your suggestions for additional adult and senior activities. We also will be expanding our partnering efforts with the schools, school based groups, and other civic organizations.

The LRC is constantly working to improve the physical facilities used for recreation. In 2004 we continued field improvements at the Corning, Brickyard, and Roy Memorial Park facilities by pooling our resources with the Litchfield Baseball Association, Youth Soccer, and Girl's Softball. We will continue with this type of group cooperation to improve and expand the physical facilities for the residents of Litchfield. We also completed a number of maintenance and improvement projects at Talent Hall. A major maintenance effort is being planned at the Skate Park for 2005. A new playground facility was also built at the Jeff Lane park to serve the

residence on the north end of town. For 2005 we are planning to improve the access to Parker Park on Charles Bancroft Highway (route 3A) south of Griffin Memorial School and the nature trail there that was built in cooperation with Nesenkeag Cooperative Farm along Nesenkeag Brook.

For athletic programming the LRC oversees Recreation Basketball and helps facilitate the Litchfield Baseball Association, Youth Soccer, and Girl's Softball. These programs continue to expand with about 400 youths involved with the basketball program, over 350 in youth baseball, 400 in spring and fall soccer, and 172 in girls' softball. There were an additional 150 participants in the summer youth soccer camps. The Litchfield Girl's Softball League also continues to provide scholarships through their fund raising. Last year they granted \$1500 to five Campbell High senior girls. We are continuing to form closer ties with all the sports groups in the town and the school programs. All these programs continue to expand to the point that demands for usage during peak seasons exceeds available resources. The LRC is committed to developing additional facilities within the town to meet these demands in cooperation with the schools and sports organizations.

The LRC is also partnering with other organizations with like missions to help fulfill the needs of the community. Talent Hall is regularly used by local nonprofit organizations such as Pop Warner Football and Cheerleading, CYO Basketball and Cheerleading, Boy Scouts, Cub Scouts, Girl Scouts, Gate City Striders, Friends of Aaron Cutler Memorial Library, and the Litchfield Lion's Club. The school district also makes regular use of several of our fields.

Financially the LRC did well in 2004. Through fiscal responsibility and good management we finished the year under budget. 2005 will continue to be a major fiscal challenge, but we are committed to continue to deliver the highest level of facilities and programming we can within these budgetary constraints.

The LRC will undoubtedly increase deliverables to the Town of Litchfield, beyond budgetary constraints, as a result of the dedication of volunteers and community support. As the Town of Litchfield grows, so will the recreational needs of the Town. Each season programs are expanding, and the impact on the fields and facilities will be evident in increased maintenance costs and degradation of these facilities from over use. Additional field space will be required to support this growth. Currently the Town is below state standards in almost all areas for recreation facilities. Through good management and cooperation between the groups involved we have been able to maintain our programs despite the scarce resources. Going forward the LRC is working with the Litchfield Schools, Litchfield Baseball Association, and Litchfield Youth Soccer to develop additional facilities and maximize the use we get out of existing facilities.

With continued support, the LRC can develop the recreational facilities and programs within Litchfield to properly support its users. Volunteer participation is the key. In order for the LRC to expand much beyond current offerings additional staffing will be required. We are always looking of programming help and ideas. Please see any commission member to volunteer your time or ideas.

Respectfully Submitted,
Horace Seymour
Chairman
Litchfield Recreation Commission

LITCHFIELD ZONING BOARD OF ADJUSTMENT

ANNUAL REPORT FOR 2004

The ZBA is made up of 5 members that are appointed by the Board of Selectmen. The Board meets once a month to hear appeals of administrative decisions made by the Code Enforcement Officer or to grant variances, special exceptions and equitable waivers

This past year the Board accepted 11 cases. Seven of these were requests for variances of which 3 were granted, 1 was denied and 2 will be heard in 2005. This was due to a lack of a quorum of members, which is a problem from time to time. The seventh case was a request for a variance that was changed to an appeal of administrative decisions, which the Board over ruled on.

There were 3 requests for special exceptions involving wet lands. These were all granted after much consideration and input from the town's Conservation Commission.

There were 2 requests for appeals of administrative decisions and one request for a rehearing which the Board had to also consider.

The Board had some clean up work in the first few months of the year involving cases accepted in 2003 that were continued into 2004. This made for some late night meetings but the Board members stayed on to complete these cases. Out of these 2003 cases 2 variances were granted and 1 was denied. Two special exceptions were granted.

I'd like to thank the Board members for the time they spent this past year performing this important service for the town, especially those few late nights. I'd also like to thank Nicole Rollend, our recording secretary, who took our minutes during the first part of the year and endured some of those late nights.

Next year the Board will be getting off to a busy start with 8 cases scheduled for January. We could always use additional alternate members. So if you are interested please let the Selectmen know or come to one of our meetings.

Respectfully submitted,
Gregory Lepine, Chairman
Laura Gandia, Vice Chairman
John Regan, Clerk
John Brunelle
Richard Riley

Patrick Crean, Alt.
Albert Guilbeault, Alt.
John Devereaux, Alt.

2004 Presidential Primary Elections
Town of Litchfield
January 27, 2004

At 6:58 a.m., Moderator John Reed opened the session with the Pledge of Allegiance to the American Flag and then declared the polls open. Ballot clerks on duty were Kathleen Algeo, Joan McKibben, Bertha Mieczkowski, and Corlyn Yusuf. Polls remained open until the last voter exited the voting booth at 7:05 p.m.

The Town had been provided with 1,200 regular Republican ballots, 300 Republican absentee ballots, and 10 Republican Overseas Citizen ballots; 1,000 regular Democratic ballots, 200 Democratic absentee ballots, and 10 Democratic Overseas Citizen ballots. There were insufficient regular Democratic ballots, and in the last hour voters were being provided with Democratic absentee ballots. In the case of a recount, it will be found that there are more marked absentee ballots than there were absentee voters, and fewer regular ballots than there were walk-in voters.

Results follow:

Voters on checklist at opening of polls:

Democrats	793
Libertarians	2
Republicans	1,407
<u>Undeclared</u>	<u>1,904</u>
Total Voters	4,106

Voters registering in the course of the day:	128
Undeclared voters taking a Democratic ballot:	49
Undeclared voters taking a Republican ballot:	521
Undeclared voters returning to Undeclared status after voting:	513

Democrats on checklist at end of day:	841
Libertarians on checklist at end of day:	2
Republicans on checklist at end of day:	1,417
Undeclared voters on checklist at end of day:	<u>1,976</u>
Total voters on checklist at end of day:	4,236

Ballots cast:

Democratic, regular:	1,045
Democratic, absentee:	33
Republican, regular:	389
Republican, absentee:	19

Democratic Party Votes

for President:

Katherine Bateman	0
Carol Moseley Braun	0
Harry W. Braun III	0
Willie Felix Carter	0
Wesley K. Clark	140
Randy Crow	1
Howard Dean	215
Gerry Dokka	0
John Edwards	129
Dick Gephardt	0
Mildred Glover	0
Vincent S. Hamm	0
John F. Kerry	458
Caroline Pettinato Killeen	1
Dennis J. Kucinich	3
Lyndon H. LaRouche, Jr.	0
R. Randy Lee	0
Joe Lieberman	123
Robert H. Linnell	0
Edward Thomas O'Donnell, Jr.	0
Fern Penna	0
Al Sharpton	3
Leonard Dennis Talbow	0

Write-in:

George W. Bush	1
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for Vice-President:

Write-ins:

Flora Blechner	1
Red Jahncke	0
John Edwards	83
Wesley Clark	32
Joe Lieberman	27
John Kerry	12
Howard Dean	9
Dick Gephardt .	8
Harry Braun III	4
Dennis Kucinich	4
John McCain	4
Hillary Clinton	3
Al Sharpton	2
Al Gore	2
Scatter	

Republican Party Votes

for President:

Blake Ashby	3
Richard P. Bosa	6
John Buchanan	1
George W. Bush	332
Michael Callis	0
George Gostigian	1
Robert Edward Haines	5
Mark Dick Harnes	0
Millie Howard	0
Tom Laughlin	2
Cornelius E. O'Connor	1
John Donald Rigazio	8
Jim Taylor	0
Bill Wyatt	1

Write-ins:

George Bush	78
Wesley Clark	12
Howard Dean	5
John Edwards	4
John Kerry	11
Joe Lieberman	3
Colin Powell	2
Scatter	

for Vice-President:

Flora Bleckner	33
Red Jahncke	30

Write-ins:

Dick Cheney	90
Colin Powell	7
Joe Lieberman	2
John Kerry	2
Scatter	

Three voters, unhappy with their party affiliation as designated on the checklist, did not cast the ballots they were given.

A true record of Primary Day election results, attest:

Diane L. Jerry
Town Clerk

**2004 State Primary Elections
Town of Litchfield
September 14, 2004**

At 6:55 a.m., Moderator John Reed declared the polls open. Ballot clerks on duty were Kathleen Algeo, Joan McKibben, and Bertha Mieckowski. Polls remained open until 7:00 p.m.; there were no voters in the booths.

Results follow:

Voters on checklist at opening of polls:

Democrats	944
Libertarians	2
Republicans	1,439
<u>Undeclared</u>	<u>2143</u>
Total Voters	4,528

Voters registering in the course of the day:	50
Undeclared voters taking a Democratic ballot:	54
Undeclared voters taking a Republican ballot:	69
Undeclared voters returning to Undeclared status after voting:	112

Democrats on checklist at end of day:	949
Libertarians on checklist at end of day:	2
Republicans on checklist at end of day:	1,450
Undeclared voters on checklist at end of day:	<u>2,144</u>
Total voters on checklist at end of day:	4,545

Ballots cast:	
Democratic, regular:	167
Democratic, absentee:	8
Republican, regular:	273
<u>Republican, absentee:</u>	<u>8</u>
Total ballots:	456

Democratic Party Votes

Governor:	
Paul McEachern	25
John Lynch	147
C. Benson	1 (write-in)

U. S. Senator:	
Doris R. Haddock	128
Burt Cohen	1 (write-in)
Representative in Congress:	
“Chris” Owen	60
Paul W. Hodes	79
Executive Councilor:	
Raymond Buckley	134
State Senator:	
“Dave” Gelinas	131
Leon Calawa	1 (write-in)
State Representatives:	
Brian Ballou	97
“Jim” Caron	93
Paul L. Dadak	81
“Sid” Das	75
Leona Dolloff	106
Richard Ingram	80
Harold “Hal” Lynde	82
Donna Marie Marceau	97
Vivian L. McGuire	97
Jeremy L. Muller	83
Kevin P. Riley	92
William T. Shutt	79
Gail Tulipani	99
Ralph Boehm	2 (write-in)
Leon Calawa	3 (write-in)
Sheriff:	
C. Feldman	1 (write-in)
Jim Hardy	1 (write-in)
County Attorney:	
M. Wageling	12 (write-in)
P. McDonough	2 (write-in)
Stamos	1 (write-in)
County Treasurer:	
Nick Panagopoulos	112

Register of Deeds:

Kurt Vannegut	1 (write-in)
J. MacDonald	1 (write-in)

Register of Probate:

Aldous Huxley	1 (write-in)
Bob Rivard	2 (write-in)

County Commissioner:

Joseph G. Hickey, Sr.	117
C. Holden	1 (write-in)

Republican Party Votes

Governor:

Craig R. Benson	242
Charles A. Tarbell	26
Rich Green	1 (write-in)
John Lynch	3 (write-in)

U. S. Senator:

Tom Alciere	13
Judd Gregg	245
Michael D. Tipa	11

Representative in Congress:

Charles Bass	182
Mark Brady	89

Executive Councilor:

Raymond J. Wieczorek	220
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State Senator:

Andre "Andy" A. Martel	215
Stephen Galperin	1 (write-in)

State Representatives:

Jean-Guy J. Bergeron	138
Ralph G. Boehm	165
David L. Buhlman	105
Leon Calawa, Jr.	195
Lars T. Christiansen	128
Peter R. Goyette, Jr.	132
Stephen D. Hellwig	106
Shawn N. Jasper	122

James Lawrence	111
“Rudy” Lessard	121
Lynne Ober	113
Russell T. Ober III	96
Andrew Renzullo	101
Jordan Ulery	97
Chris Fay	1 (write-in)
Karen Galperin	1 (write-in)
Bill Berg	1 (write-in)

Sheriff:	
James A. Hardy	213
Cuthulo	1 (write-in)

County Attorney:	
Paul Joseph Haley	79
Marguerite Lefebvre Wageling	165

County Treasurer:	
David G. Fredette	205

Register of Deeds:	
Judith MacDonald	213

Register of Probate:	
“Bob” Rivard	206

County Commissioner:	
Carol H. Holden	152
Richard “Dick” Roulx	65

Delegates to the State Convention:	
“Jack” Algeo	194
Leon Calawa, Jr.	201
Shawn Jasper	1 (write-in)

A true record of the September Primaries, attest:

Diane L. Jerry
Town Clerk

GENERAL ELECTION NOVEMBER 2, 2004

At 7:00a.m., Moderator John Regan led election workers in the Pledge of Allegiance to the American flag, and declared the polls open for voting. Ballot clerks on duty were Kathleen Algeo, Joan McKibben, Bertha Mieckowski, and Corlyn Yusuf.

When the polls opened, there were 4,689 registered voters on the checklist:

Democrats:	956
Libertarians:	2
Republicans:	1,464
Undeclared:	2,267

Special election workers were sworn into office to assist with the heavy voter turnout; they were Robin Bryant, Paul Nicholas, Patricia Regan, and Laura Thayer. Also, both political parties assigned observers and challengers to oversee the day's activities.

511 residents registered to vote in the course of the day, bringing the total on the checklist to 5,200:

Democrats:	1,014
Libertarians:	formerly 2, now moved to Undeclared status
Republicans:	1,497
Undeclared:	2,689

By 5:30 p.m. voters had used all official ballots provided by the NH Secretary of State; all voters after that time were given absentee ballots. Consequently, the number of absentee ballots cast does not reflect the number of residents who voted absentee. When the polls closed, the Town was within 30 voters of running out of absentee ballots.

The polls remained open until the last voter had exited the booth at 7:18 p.m. There were 4,165 machine-counted ballots, and 10 overseas and other ballots. 2 of the ballots were issued by the military and had not been provided by the Town of Litchfield.

Ballots Cast:	4,170
Regular ballots:	3,946
Absentee votes (as opposed to absentee ballots used; see above):	224
includes Overseas Citizen ballots:	8
and ballots provided by military, and not locally issued:	2

Results follow:

Straight Republican ballots cast:	896
Straight Democratic ballots cast:	417

President/Vice President:	
George W. Bush/"Dick" Cheney:	2,386
John F. Kerry/John Edwards:	1,747
Ralph Nader/Peter Miguel Camejo:	16

Governor:	
Craig R. Benson:	2,428
John Lynch:	1,671

U. S. Senator:	
Judd Gregg:	2,969
Doris Granny D. Haddock	1,041

Representative in Congress:	
Charles Bass:	2,740
Paul W. Hodes:	1,073
Richard B. Kahn:	154

Executive Counselor:	
Raymond J. Wieczorek:	2,210
Raymond Buckley:	1,603

State Senator:	
Andre "Andy" A. Martel:	2,159
"Dave" Gelinis:	1,637

State Representatives (vote for not more than 13):	
Jean-Guy J. Bergeron:	2,232
Ralph G. Boehm:	1,968
David L. Buhlman:	1,620
Leon Calawa, Jr.:	2,035
Lars T. Christiansen:	1,731
Peter R. Goyette, Jr.:	1,877
Stephen D. Hellwig:	1,513
Shawn N. Jasper :	1,769
James Lawrence:	1,604
"Rudy" Lessard:	1,755
Lynne Ober:	1,878
Andrew Renzullo:	1,526
Jordan Ulery:	1,533
Brian Ballou:	1,107
"Jim" Caron:	1,066
Paul L. Dadak:	924
"Sid" Das:	859
Leona Dolloff:	1,197
Richard Ingram:	970
Harold "Hal" Lynde:	1,017
Donna Marie Marceau:	1,232
Vivian L. McGuire:	1,120

Jeremy L. Muller:	920
Kevin P. Riley:	1,078
William T. Shutt:	872
Gail Tulipani:	1,132
Eric Estercz	5 write-in

Sheriff:	
James A. Hardy:	2,267
Benjamin Clemons:	1,137

County Attorney:	
Marguerite Lefebvre Wageling:	3,305

County Treasurer:	
David G. Fredette:	2,212
Nick Panagopoulos:	1,316

Register of Deeds:	
Judith MacDonald:	2,297
Vicki Meagher:	1,258

Register of Probate:	
"Bob" Rivard:	3,290

County Commissioner:	
Carol Holden:	2,250
Joseph G. Hickey, Sr.:	1,269

Question Relating to Constitutional Amendment Proposed by the 2004 General Court:
 Are you in favor of repealing and reenacting part II, article 73-a of the constitution
 in order to clarify that both the judiciary and legislature have the authority to regulate
 court practices and procedures and to resolve potential conflicts that may arise...
 (Question submitted by 2004 Legislature...CACR 5)

Yes:	1,613
No:	1,118

A true record of election-day activity, attest:

Diane L. Jerry
 Town Clerk
 November 3, 2004

Voting Results
TOWN OF LITCHFIELD

March 9, 2004

Moderator John Regan led poll workers in the Pledge of Allegiance to the American Flag and declared the polls officially open in the Campbell High School gymnasium at 7:00 a.m. Ballot clerks on duty were Kathleen Algeo, Joan McKibben, Bertha Mieczkowski, and Corlyn Yusuf. Assistant Moderator Philip Reed assisted throughout the day with the heavy voter turnout.

At the opening of the polls, there were 4,299 voters on the checklist. 934 of these were declared as Democrats, 2 as Libertarian, 1,420 as Republican, and 1,943 as Undeclared. Through the course of the day, 140 residents registered to vote. (Town and School District elections being non-partisan, party affiliations were irrelevant and not always noted on the hand-written listing created for the use of ballot clerks.) At the polls' scheduled 7:00 p.m. closing, voters were still lined up down the school sidewalk and around the side of the building; the polls remained open until the last voter had completed her ballot at 8:40 p.m.

2,181 ballots were cast, including 79 absentees. Results follow:

TOWN BALLOT

Article 1. Election of officers:

Moderator, one 2-year term:

John Regan, write-in	97 elected
Philip Reed, write-in	80

Board of Selectmen, two 3-year terms:

John E. Pinciario	1,453 elected
Cecil A. Williams	1,409 elected

Board of Selectmen, one 2-year unexpired term:

Jack Scheiner	921 elected
Brandon Stapleton	618

Budget Committee, two 3-year terms:

Brent Lemire	1,480 elected
Susan M. Rafferty	1,165 elected

Checklist Supervisor, one 6-year term:

Robert M. Redding	1,639 elected
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Checklist Supervisor, one 2-year unexpired term:

Shirley Reed	1,638 elected
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Fire Chief, one 1-year term:
Dwayne Hogencamp 752
Thomas B. Schofield 1,154 elected

Library Trustees, two 3-year terms:
Michele Parzych 1,659 elected
Rita Blackadar, write-in 116 elected

Road Agent, one 1-year term:
Gerard J. DeCosta 1,411 elected
Rod Jones, write-in 328

Trustee, Town Trust Funds, one 3-year term:
Sheryl Hartling 1,633 elected

Article 2. Are you in favor of the adoption of the Zoning Ordinance Amendment No. 1 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section 1025.01 i., *Purpose and Intent*, of **HOUSING FOR OLDER PERSONS** – To clarify purpose and intent by specifically referencing clustering and providing a mix of attached and detached dwellings; provide common greenways with abutting parcels; and expand on the reasons for regulating this type of development. *This amendment has Planning Board approval.*
Yes 1,417 carried
No 554

Article 3. Are you in favor of the adoption of the Zoning Ordinance Amendment No. 2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section 1026.00, Definitions, of HOUSING FOR OLDER PERSONS – To alphabetically organize, rename, amend & add new definitions/requirements to this section. The proposed amendments are as follows:
ADD 1026.02, *Building Area*, to allow reasonable dwelling densities on contiguous dry land as determined by area definition grid, density calculation and harmony clause;
ADD 1026.03, *Area Definition Grid*, to identify contiguous dry land by overlaying a grid of half-acre grid squares, used to roughly determine potential building and open space areas and appropriate ratios of each;
ADD 1026.04, *Density Calculation*, to establish the requirement for Design-Review of plans and set the maximum allowed density of 15 dwelling units per 10 acres or 1.5 units/acre, if the intent of the harmony clause is met. The current density is 2 units/acre;

ADD 1026.07, *Harmony Clause*, to reiterate the basic statutory purpose of zoning and require development to take into consideration a parcel's limitations and unique characteristics when determining overall site density;

ADD 1026.09, *Irregular Shaped Subdivision Lot for HOP Developments*, to utilize an established standardized mathematical method (R Factor) for preventing excessively irregular shaped subdivision parcels. Parcel data is entered into a formula which yields a factor that has to be equal to or above (0.40), where (1.0) is a perfect square;

AMEND 1026.05, *Dwelling Unit (Housing for Older Persons exclusively)*, to increase the maximum gross living area size from 1,500 S.F. to 1,750 S.F. and allow finished basements that are to be walkout style where possible;

AMEND 1026.06, *Floodplain Restrictions*, to require primary access roads to be one foot above the 100 year flood hazard zone depicted on Flood Insurance Rate Maps for Litchfield;

AMEND 1026.08 *Housing for Older Persons (HOP)*, to add additional references to Federal authority to restrict age of occupants to 55 years or older;

AMEND 1026.10, *Older Persons Housing Overlay District*, to allow development in the Residential, Transitional and Highway Commercial (NH 102) Districts only. The Southwestern and Northern Commercial Districts will no longer include Older Persons Housing as a permitted use. Article 6, below, relates to this change;

AMEND 1026.11, *Open Space*, to require a minimum of 40% of the required open space area to be dry upland and location of open space is to be contiguous and of sufficient area, based on the building area, density calculation, area definition grid and harmony clause; and

AMEND 1026.14, *Site Perimeter Buffer*, to require a 50 foot buffer from abutting land in the same district. A buffer of 75 feet is required when a development is abutting commercial and industrial districts, and a buffer of 120 feet is required along NH 3A, allowing for pre-existing structures within the proposed development perimeter buffer. These buffers are intended to properly buffer developments and preserve the scenic view along Charles Bancroft Highway where Older Persons Housing is approved.

This amendment has Planning Board approval.

Yes	1,382 carried
No	587

Article 4. Are you in favor of the adoption of the Zoning Ordinance Amendment No. 3 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section 1027.00, *Site Plan Approval*, of **HOUSING FOR OLDER PERSONS** – To organize, amend & add and move portions to definitions & Site Plan Regulations, as follows:

AMEND 1027.00 b., *Compliance*, to require Older Persons developments to certify annually, their full compliance with the age requirement. The method for certifying shall be included in the association documents after approval by Town Counsel. A notarized copy of the annual certification shall be submitted to the Town;

AMEND 1027.00 c., *Roads*, at the request of emergency services, to increase the width of two-way roads from 20 feet to 24 feet. One-way road width increases from 18 feet to 20 feet. Clarification of required legal language and requiring adequate parking were added;

AMEND 1027.00 d., *Safety Issues*, to add a requirement for Energy Fuel Emergency Cutoff Valve for transmission lines for home fuels, such as propane, that are in centrally located distribution (“tank farms”) areas. This is a safety recommendation from emergency services; and

MOVE the following sections from this ordinance to *Site Plan Regulation*: Former sections 1027.00 j., *Parking*; 1027.00 k., *Subsurface Disposal*; 1027.00 m., *Pedestrian Traffic*; 1027.00 n., *Landscape Design*; and 1027.00 o., *Building Design*. *This amendment has Planning Board approval.*

Yes	1,432 carried
No	546

Article 5. Are you in favor of the adoption of the Zoning Ordinance Amendment No. 4 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section 1028.00 *Other Requirements*, of **HOUSING FOR OLDER PERSONS** – To rename, *Maximum Number of New HOP Units in a Calendar Year*, and add and amend to this section as follows:

AMEND 1028.00, *Maximum Number of New HOP Units in a Calendar Year*, to reduce the number from 5 % to 4 % of the previous year’s total dwelling units. To define methodology for accepting and rejecting applications based on the number of units still available in the current calendar year.

ADD 1028.01, *Total Dwelling Units Value*, to set a standard by which the percent of total dwelling units from the previous year is based on. *This amendment has Planning Board approval.*

Yes	1,476 carried
No	569

Article 6. Are you in favor of the adoption of the Zoning Ordinance Amendment No. 5 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

AMEND Sections 701.00 u., *Permitted Uses*, of the *Southwestern Commercial District (Route 3-A)*, and AMEND Section 801.00 q., *Permitted Uses*, of the *Northern Commercial District* – To remove Independent Living / Open Space Housing Developments for Older Persons as a permitted uses in both districts. THIS

ARTICLE IS CONTINGENT ON PASSAGE OF ARTICLE 3, Amendment No 2, (Section 1026.10).

This amendment has Planning Board approval.

Yes 1,301 carried

No 690

Article 7. Are you in favor of the adoption of the Zoning Ordinance Amendment No. 6 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

AMEND Sections 1309.00 and 1410.00, ***Review and Establishment of Fees***, for *Public Capital Facilities Impact Fee Schedules* and the *Public School Capital Facilities Impact Fee Schedule*, respectively - To require: Individual lots shall be subject to the impact fees in effect at the time of plan approval and recording at the registry of deeds; instead of the current language: in effect at the time the building permit for the lot is issued. This change is on the advice of Town Counsel.

This amendment has Planning Board approval.

Yes 1,458 carried

No 546

Article 8. Are you in favor of the adoption of the Zoning Ordinance Amendment No. 7 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

AMEND Section 404.00 ***WASTE DISPOSAL***, - To add a reference to the Town of Litchfield Ordinance, separate from zoning, adopted on March 17, 1989 and amended on March 12, 1993 regarding the Control and Containment of Hazardous Materials. This is a housekeeping amendment for an ordinance already in effect.

This amendment has Planning Board approval.

Yes 1,666 carried

No 349

Article 9. Are you in favor of the adoption of the Zoning Ordinance Amendment No. 8 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

ADD Section 406.00 ***Conditional Use Permits (CUP)*** – To Grant authority to the Planning Board for review and issuance of Conditional Use Permits where specifically required in the ordinance and the creation of a CUP application form (Form is separate from the ordinance). The Aquifer Protection ordinance, recently approved, has provisions requiring this authority.

This amendment has Planning Board approval.

Yes 1,442 carried

No 511

Article 10. To see if the town will vote to raise and appropriate the sum of \$1,200,000.00 for the construction and fit-up of a fire station to be located at the intersection of Wood Hawk Way and Albuquerque Avenue on town owned property and to appropriate the amount of \$0.00 representing the 2004 payment of principal and interest and to authorize the issuance of \$1,200,000.00 of bonds or notes in accordance with the provisions of the municipal Finance Act (RSA Chapter 33), and to authorize the Board of Selectmen to issue and negotiate such bonds or notes, the term of which shall not exceed 5 years, and to determine the rate of interest thereon, the form and other details of said bonds or notes.

(Three-fifths ballot vote required). The Selectmen and Budget Committee recommend this appropriation.

Yes 1,088

No 1,047 defeated, due to 3/5 requirement

Article 11. Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$ 3,181,874.00? Should this article be defeated, the operating budget shall be \$ 3,031,665.00 which is the same as last year, with certain adjustments required by previous action of the Town or by law or the governing body may hold one special meeting, in accordance with RSA 40:13,X and XVI, to take up the issue of a revised operating budget only.

The Selectmen and Budget Committee recommend this appropriation.

NOTE: This warrant article (operating budget) does not include appropriation contained in any other warrant article.

Yes 1,151 carried

No 915

Article 12. To see if the town will vote to hire a full-time police officer effective July 6, 2004 at an annual salary and related costs of \$47,503.00 and to further vote to raise and appropriate the sum of \$23,025.00 for wages and benefits for the period of July 6, 2004 to December 31 2004. *The Selectmen and Budget Committee recommend this appropriation.*

Yes 1,169 carried

No 920

Article 13. To see if the town will vote to raise and appropriate the sum of \$10,000.00 for the purchase of four (4) automated external defibrillators by the Police Department to be placed into each of three cruisers and one maintained at the Police Station. *The Selectmen and Budget Committee recommend this appropriation.*

Yes 1,581 carried

No 501

Article 14. To see if the town will vote to raise and appropriate the sum of \$128,000.00 for Phase I of a two-year town-wide revaluation plan. The entire cost of the revaluation assessment over the two-year phasing will be \$192,500.00 covering the cost of \$177,500.00 for the assessment and a cost of \$15,000.00 for the contracting of a project manager to supervise this project. This is a special warrant article per RSA 32:3 (VI), reflecting an appropriation that will not lapse until the completion of the town-wide revaluation or December 31, 2006 whichever shall occur first. *The Selectmen and Budget Committee recommend this appropriation.*

Yes 790
No 1,255 defeated

Article 15. To see if the town will vote to raise and appropriate the sum of \$208,625.00 to engineer and construct a road drainage system on Corning Road and to authorize the use of \$200,000.00 from the State Highway Block Grant Aid Fund and the balance of \$8,625.00 to be raised by taxation. This will be a non-lapsing account per RSA 32:3 (VI) and will not lapse until the work is completed or December 31, 2006 whichever shall occur first. *The Selectmen and Budget Committee recommend this appropriation.*

Yes 966
No 1,070 defeated

Article 16. To see if the town will vote to raise and appropriate the sum of \$630,000.00 to construct a bicycle path along Albuquerque Avenue from Pinecrest Road to Griffin Lane and a connector from Albuquerque Avenue to the town hall. This warrant article shall be contingent upon the approval by the State of New Hampshire of a grant request under the Transportation Enhancement Grant program that will pay 80% of the construction cost, or \$504,000.00, and to acknowledge the use of \$51,000.00 of road impact fees with the balance of \$75,000.00 to be paid by taxation. This will be a non-lapsing account per RSA 32:3 (VI) and will not lapse until the work is completed or December 31, 2008 whichever shall occur first. *The Selectmen and Budget Committee recommend this appropriation.*

Yes 1,030
No 1,050 defeated

Article 17. To see if the Town will vote to raise and appropriate the sum of \$50,956.00 for the construction of a new egress underdrain and a new gravity drainage system to correct the overall drainage pattern of the Aaron Cutler Memorial Library. This is a special warrant article per RSA 32:3(VI), reflecting an appropriation that will not lapse until the project is completed or December 31, 2008, whichever comes first.

Yes 982
No 1,067 defeated

Article 18. Shall we modify the elderly exemptions from property tax in the Town of Litchfield, based on assessed value, for qualified taxpayers, to the following: for persons 65 years of age up to 75 years of age, \$50,000.00; for persons 76 years of age up to 80 years of age, \$80,000.00; for persons 81 years of age and above, \$125,000.00. To qualify, no one under the age of 60 shall reside in the residence, the person must have been a resident of New Hampshire for 5 years, the person must have been a resident of the Town of Litchfield for 1 year, own the real estate individually or jointly, or if the real estate is owned by such a person's spouse, they must have been married for at least 5 years. In addition, the taxpayer(s) must not have a net income of more than \$45,000.00 if married and a net income of \$30,000.00 if single; and own assets not in excess of \$300,000.00 excluding the value of the person's residence and one automobile (the automobile of greatest value if more than one is owned). By Petition

Yes	1,186 carried
No	860

SCHOOL DISTRICT OFFICES

Moderator, one 1-year term:

John G. Regan	1,658 elected
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School Board, two 3-year terms:

Dorothy A. Beauregard	834
Ralph G. Boehm	851 elected
M. Patricia Jewett	1,283 elected
Geoffrey Westervelt	543

Clerk, one 1-year term:

Leigh Ann Stone	1,612 elected
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Treasurer, one 1-year term:

Rina Petit	1,588 elected
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An abbreviated report of action taken on School District warrant articles follows. For complete details, please consult the Litchfield School District Reports.

Article 1, new school:

Yes	993
No	1,155 defeated

Article 2, kindergarten:

Yes	822
No	1,329 defeated

Article 3, operating budget:

Yes 1,222 carried

No 849

Article 4, collective bargaining:

Yes 1,257 carried

No 846

Article 5, special meeting to reconsider Article 4:

Yes 996

No 1,028 defeated

Article 6, full-time English teacher:

Yes 1,223 carried

No 884

Article 7, half-time music teacher:

Yes 756

No 1,357 defeated

Article 8, library paraprofessional:

Yes 836

No 1,274 defeated

Article 9, 2nd grade teacher:

Yes 1,207 carried

No 908

Article 10, 1st grade teacher:

Yes 905

No 1,211 defeated

Article 11, replace computers:

Yes 1,161 carried

No 962

Article 12, part-time computer literacy teacher:

Yes 669

No 1,444 defeated

Article 13, half-time special education clerical position:

Yes 584

No 1,535 defeated

Article 14, 3/5 computer assistant:

Yes 1,013

No 1,107 defeated

Article 15, school-to-work counselor:

Yes 792

No 1,325 defeated

Article 16, capital reserve fund for educationally disabled children:

Yes 1,092 carried

No 1,015

Article 17, capital reserve fund for capital improvements & maintenance:

Yes 564

No 1,547 defeated

Article 18, fencing & stadium seating:

Yes 469

No 1,635 defeated

Article 19, easement for water main:

Yes 1,079 carried

No 952

Article 20, 3-year terms for moderator, clerk, and treasurer:

Yes 1,027 carried

No 1,014

Article 21, placing certain positions within operating budget:

Yes 1,073 carried

No 921

Article 22, non-binding direction for budget committee to consider re. class size:

Yes 923

No 1,137 defeated

A true record of action taken on ballot questions, attest:

Diane L. Jerry

Town Clerk

March 10, 2004

DEPARTMENT	PERSONNEL	EARNINGS
SELECTMEN'S OFFICE: (The office personnel also serves as office staff to the Building, Health, and Highway Departments, Zoning Board and various committees)	Jewett, Marilyn P. Peeples Jr, Raymond Pinciario, John E. Scheiner, Jack Williams, Cecil A. Byron, Frank A. Durocher, Cecile G. Brodeur, Theresa S. Dogopoulos, Lorraine E.	1,796.00 1,796.00 1,796.00 1,417.00 1,796.00 379.00 63,344.00 37,443.69 40,436.24
TOWN CLERK/TAX COLLECTOR'S OFFICE:	Jerry, Diane L. Textor, Patricia A. Croteau, Claire L.	46,354.40 37,873.52 21,666.04
TOWN TREASURER:	Rau, Eberhard W.	5,584.00
TRUSTEES OF TOWN TRUST FUNDS:	Hartling, Sheryl M. Parker-Ferren, Jane Seymour III, Horace	80.00 80.00 80.00
VOTER REGISTRATION & ELECTIONS:	Lepine, Christine E. Redding, Robert M. Reed, Shirley-Ann Regan, John G. Reed, Philip M. Algeo, Kathleen McKibben, Joan A. Mieckowski, Bertha A. Yusuf, Corlyn A. Bryant, Robin A. Byron, Amy L. Gandia, Laura J. Harman, Susanne E. Johnson, Sue Ann C. Lepine, Gregory C. Nicholas, Paul M. Raccio, Janice D. Regan, Patricia Stapleton, Brandon Thayer, Laura T.	284.00 284.00 284.00 575.52 370.45 496.97 496.97 498.98 368.03 104.50 12.06 8.36 8.04 10.05 8.04 113.59 6.03 106.59 18.09 8.36
TOWN HALL, LIBRARY AND TALENT HALL CUSTODIANS AND GROUNDSKEEPER:	Wonson, Arthur R. Robinson, Alexandra Seymour IV, Horace W.	12,918.61 2,618.09 4,388.91
PLANNING BOARD:	McKibben, Joan A.	12,206.21

POLICE DEPARTMENT:
(Includes Special Detail Wages
and Uniform Allowances)

O'Brion Jr., Joseph E.	58,675.11
Gaudet, James R.	68,604.99
Millette, Gerard A.	62,509.68
Blastos, Christopher	45,421.03
Costa, Jeffrey S.	5,443.84
Donnelly, David A.	62,449.27
Elliott, Matthew L.	57,548.62
Hartley III, Russell	14,387.40
Paquette, Paul O.	60,716.45
Savage, Heath H.	47,483.19
Bennett, Robert D.	21,245.25
Connolly-Repole, Cynthia	5,229.04
Harris, Steve P.	3,885.35
Jones, Frank E.	8,127.85
Mulholland, Shaun W.	3,006.73
Soraghan, Brian J.	2,754.16
Diviny, Paula J.	36,394.24
Harding-Reed, Sharon A.	37,476.83
Besette, Carol A.	18,330.04
Hoey, Brian M.	2,308.22
Iverson Jr., Thomas	41,348.10
Woodham, Michael G.	3,716.72

FIRE DEPARTMENT:

Schofield, Thomas B.	9,432.56
Nicoll, Douglas M.	62,833.66
Hebert, Timothy J.	36,296.58
Adams, Warren W.	1,292.10
Allard, Michael P.	215.20
Allard, Paul	4,634.86
Barton, Steven J.	677.04
Blundon, Leslie W.	1,506.78
Croteau, Michael G.	3,585.31
Doherty, Eric R.	151.34
Garand, Pierre J.	1,054.10
Gelinas, Gregg A.	90.00
Gilbert, Stan R.	2,407.72
Hogencamp, Dwayne W.	1,280.67
Hood, Bradford J.	1,764.68
Jack III, Row W.	2,081.40
Jones, Roderick W.	755.11
Kearns, Timothy F.	503.67
Kelley, Thomas P.	332.67
Lang, David M.	2,749.01
Lang, Ryan W.	4,506.35
Leite, Robert M.	1,791.35
Lemay, Mark T.	333.62
Makarawicz, Keith W.	86.56
Martell, Joseph J.	7,463.22
Mastropieri, Vincent	195.88
McInerney, William	2,209.60
Morton, Zachary A.	145.46
Newell, Jeffrey A.	2,900.21

	Nolan, Gregory J.	2,077.39
	Pelletier, Joseph A.	140.53
	Perrin III, Leslie	4,020.72
	Pinard, Normand J.	2,254.45
	Rea Jr., James E.	2,678.47
	Ricard, Jason	1,820.13
	Ross, Joseph C.	908.60
	Rumrill, Larry O.	1,108.04
	Shea, Matthew J.	3,976.40
	Shelley, Michael J.	1,486.69
	Slater, Jason C.	101.25
	Slater III, John J.	1,169.02
	Travis Jr., John F.	2,117.72
	Welch II, Robert W.	977.09
BUILDING DEPARTMENT:	Bergeron, Roland E.	59,374.24
	Malley, Thomas J.	6,184.00
HIGHWAY DEPARTMENT:	DeCosta, Gerard J.	19,647.85
	Fauteux, Gilles J.P.	22,450.77
	Faucher, Herve G.	2,332.55
SOLID WASTE DISPOSAL:	Mellen, David L.	35,617.39
	Worster, David E.	16,148.10
	Dubord, Raynald A.	1,566.50
	Faucher, Herve G.	18,682.04
	Fauteux, Gilles J.P.	422.75
	Rossignol, Ryan R.	10,254.41
	Worster, Joshua D.	1,924.18
	Carten, Leo H.	306.28
	Delude, Thomas R.	6,579.14
HEALTH DEPARTMENT:	Jones, Roderick W.	1,216.00
ANIMAL CONTROL OFFICER: (Includes mileage allowance)	Pilon, Gerald F.	10,865.40
LIBRARY:	Varick, Vicki L.	25,761.12
	Aniskovich, Emily G.	1,504.11
	Brigham, Cheryl R.	13,345.03
	Carroll, Tyla M.	402.15
	Deeter, Stephanie P.	22,630.73
	Meagher, Maureen A.	21,192.15
	Carroll, Tekla R.	2,206.17
	Gagnon, Heather M.	309.89
		1,444,214.61

RESIDENT MARRIAGES – 2004

Groom's Name	Groom's Residence	Bride's Name	Bride's Residence	Place of Marriage	Date of Marriage
HARTSON, CHRISTOPHER R	LITCHFIELD, NH	ROBERTSON, STEPHANIE E	LITCHFIELD, NH	NASHUA	01/16/2004
BURNS, KEVIN C	LITCHFIELD, NH	O'BRIEN, SUSAN M	LITCHFIELD, NH	LITCHFIELD	01/31/2004
KRUCHYNSKY, VOLODYMYR	LITCHFIELD, NH	SAVYNETS, LYUDMYLA	LITCHFIELD, NH	LITCHFIELD	01/31/2004
VEILLEUX, STEPHANE E	LITCHFIELD, NH	KLOUCEK, JERENE M	LITCHFIELD, NH	SALEM	02/14/2004
PARRA, RAFAEL S	LITCHFIELD, NH	OLIVEIRA, THERESA C	WOLFEBORO, NH	LITCHFIELD	03/15/2004
WALKER, LLOYD D	LITCHFIELD, NH	GIBBS, CHRISTINE A	LITCHFIELD, NH	NASHUA	03/20/2004
ANTONOWICZ, GREGORY A	LITCHFIELD, NH	DESTEFANO, MELINDA M	LITCHFIELD, NH	NASHUA	04/24/2004
GILBERTSON, JAMES E	LITCHFIELD, NH	DECOTEAU, DEBORAH L	NASHUA, NH	NASHUA	05/08/2004
ARSHALIAN, RICHARD	HUDSON, NH	THERIAULT, JOAN D	LITCHFIELD, NH	NASHUA	05/08/2004
JAMES, ANTHONY	LITCHFIELD, NH	BISHOP, MARIE Y	NASHUA, NH	NASHUA	05/20/2004
STRETTON, MICHAEL T	LITCHFIELD, NH	WENZEL, KRISTINE M	LITCHFIELD, NH	PLYMOUTH	05/27/2004
BAKER, STEVEN G	LITCHFIELD, NH	CROOKER, CINDI L	LITCHFIELD, NH	LITCHFIELD	06/04/2004
DUSSAULT, ALFRED N	LITCHFIELD, NH	SOLINES, CARMEN R	NASHUA, NH	LITCHFIELD	06/05/2004
CATTON, CHARLES L	LITCHFIELD, NH	MATTE, DANIELLE M	LOWELL, MA	LITCHFIELD	06/05/2004
MIDDLETON, ROBERT J	LITCHFIELD, NH	PORTER, CHRISTINA M	LITCHFIELD, NH	HUDSON	06/12/2004
CUTTER, ANDREW R	HOLLIS, NH	KENNEDY, SHANNON M	LITCHFIELD, NH	NASHUA	06/19/2004
DUNN, DONALD J	HUDSON, NH	DAVIS, MICHELLE L	LITCHFIELD, NH	HUDSON	07/04/2004
AUDY, DONALD R	LITCHFIELD, NH	GIGUERE, DONNA M	LITCHFIELD, NH	HUDSON	07/06/2004
TEXTOR, JAMES A	LITCHFIELD, NH	GIBEAULT, PATRICIA A	LITCHFIELD, NH	NORTH HAMPTON	07/10/2004
SPERBERG, JASON D	LITCHFIELD, NH	KIRK, JENNIFER L	LITCHFIELD, NH	LITCHFIELD	07/15/2004
XINTARAS, NICHOLAS P	LITCHFIELD, NH	BEJARANO, MICHELLE A	HOOKSETT, NH	HUDSON	07/18/2004
BUCHAN, WALTER A	LYNDEBOROUGH, NH	JOHNSTON, JACQUELINE L	LITCHFIELD, NH	MANCHESTER	07/21/2004
SILVA, BARRY J	LITCHFIELD, NH	WOMERSLEY, CONSTANCE J	NASHUA, NH	NASHUA	07/23/2004
PEDRICK, MICHAEL J	LITCHFIELD, NH	CLINTON, AMY L	LITCHFIELD, NH	HUDSON	07/31/2004
DODGE, KENT T	LITCHFIELD, NH	RANKINS, MICHELLE L	LITCHFIELD, NH	LONDON DERRY	08/07/2004
ROLON, CHRISTOPHER C	WEARE, NH	PERREAULT, TYNA M	LITCHFIELD, NH	LITCHFIELD	08/08/2004
MARQUIS, RUSSELL H	LITCHFIELD, NH	BAKER, REBECCA J	LITCHFIELD, NH	MANCHESTER	08/14/2004
MOTT, DAVID W	NASHUA, NH	PERRY, LISA M	LITCHFIELD, NH	HUDSON	08/21/2004
SMALL, JOSEPH C	LITCHFIELD, NH	HINXMAN, GENAVIEVE T	LONDON DERRY, NH	LITCHFIELD	08/21/2004
MANNING, PETER R	WOBBURN, MA	PRINCIPATO, JANE S	LITCHFIELD, NH	MANCHESTER	09/04/2004
MANION, JOHN J	LITCHFIELD, NH	WALKER, PAMELA J	SALEM, NH	HAMPSTEAD	09/05/2004
LABORE, DAVID P	MANCHESTER, NH	XINTARAS, LAURA J	LITCHFIELD, NH	MANCHESTER	09/12/2004
GAFFNEY, MICHAEL G	LITCHFIELD, NH	BLINN, AMY K	LITCHFIELD, NH	NASHUA	09/18/2004
LEONARD, JOSEPH A	LITCHFIELD, NH	COMEAU, MARIE-TERESA G	LITCHFIELD, NH	JACKSON	09/25/2004
PROVENCHER, JEREMY M	LITCHFIELD, NH	DUBE, JENNIFER A	LITCHFIELD, NH	WOLFEBORO	09/25/2004
BONILLA, JOSE M	LITCHFIELD, NH	ROLLAND, ERIN K	LITCHFIELD, NH	HAMPSTEAD	09/26/2004

RESIDENT MARRIAGES – 2004

Groom's Name	Groom's Residence	Bride's Name	Bride's Residence	Place of Marriage	Date of Marriage
ROBERTSON, BRADLEY D	NEW YORK, NY	SIMARD, JENNIFER J	LITCHFIELD, NH	MILFORD	10/03/2004
SISLER, MARSHALL R	LITCHFIELD, NH	MILLER, SARAH E	LITCHFIELD, NH	LITCHFIELD	10/09/2004
GALLEGUILLLOS, NEIL B	LITCHFIELD, NH	MACWILLIAM, NAOMI M	LITCHFIELD, NH	NASHUA	10/31/2004
SMITH, STEVEN T	LITCHFIELD, NH	DUCHARME, NANCY L	LITCHFIELD, NH	MANCHESTER	11/06/2004
YOUNG, SEAN M	LITCHFIELD, NH	BAN, KELLY	LITCHFIELD, NH	NASHUA	11/28/2004
OHLIN, PETER A	LITCHFIELD, NH	BOLTON, TAMMY L	WEARE, NH	GOFFSTOWN	12/18/2004
ROY, DANIEL T	LITCHFIELD, NH	PLUMLEY, SHARI L	LITCHFIELD, NH	NASHUA	12/31/2004
Total number of records					43

RESIDENT BIRTHS – 2004

Child's Name	Date Of Birth	Place Of Birth	Father's Name	Mother's Name
CARIGNAN,NICHOLAS JAMES	01/05/2004	NASHUA,NH	CARIGNAN,MICHAEL	CARIGNAN,AIMEE
CARIGNAN,CATHERINE OLIVIA	01/05/2004	NASHUA,NH	CARIGNAN,MICHAEL	CARIGNAN,AIMEE
PERRY,NATHAN CHARLES	01/13/2004	MANCHESTER,NH	PERRY,STEVEN	PERRY,KATHRYN
DION,TAYLAR DANNELLE	01/16/2004	LOWELL,MA	DION,DANIEL	DION,CATHERINE
BROWN,DARREN WADE	01/28/2004	MANCHESTER,NH	BROWN,KEVIN	BROWN,TERESA
PELLETIER,REESE ADELINE	02/21/2004	LITCHFIELD,NH	PELLETIER,JOSEPH	PELLETIER,MELISSA
BAEZ,ADREANA LEE	02/21/2004	NASHUA,NH	BAEZ,ALEJANDRO	DIMATTEO,JESSICA
ADAMS,MEGHAN ELIZABETH	02/23/2004	MANCHESTER,NH	ADAMS,JOHN	ADAMS,MAUREEN
LEVESQUE,MICHAEL JAMES	02/29/2004	NASHUA,NH	LEVESQUE,JAMES	LEVESQUE,KIMBERLY
POMERLEAU,MIA TAEOR	03/03/2004	LAWRENCE,MA	POMERLEAU,STEPHEN	POMERLEAU,SHANNON
STONCIUS,BROOKE ALEXANDRA	03/03/2004	NASHUA,NH	STONCIUS,FRANK	STONCIUS,RENEE
MCGOWAN,JULIA JACQUELINE	03/12/2004	NASHUA,NH	MCGOWAN,ROBERT	MCGOWAN,KERI
TAYLOR,COLBY MATTHEW	03/12/2004	MANCHESTER,NH	TAYLOR,GLENN	TAYLOR,CARA
BEDARD,JORDAN ELAINE	03/14/2004	NASHUA,NH	BEDARD,TIMOTHY	BEDARD,JENNIFER
CORBEIL,JADEN ELIZABETH	03/17/2004	NASHUA,NH	CORBEIL,SCOTT	CORBEIL,ROBIN
LATSHA,RYAN MATTHEW	03/17/2004	MANCHESTER,NH	LATSHA,DAVID	LATSHA,CYNTHIA
HARRISON,LAURA CONLEY	03/17/2004	MANCHESTER,NH	HARRISON,DANIEL	HARRISON,CHRISTINA
HIRTE,VICTOR WILLIAM	03/19/2004	MANCHESTER,NH	HIRTE,THOMAS	HIRTE,NATHALIE
PIKE,JUSTIN RAYMOND	03/19/2004	DERRY,NH	PIKE,JEFFREY	PIKE,CATHERINE
CENSABELLA,LOGAN SIMONE	03/20/2004	NASHUA,NH	CENSABELLA,JAMES	LOMBARDI,LYNN
WOODHAM,OLIVIA NICOLE	03/21/2004	NASHUA,NH	WOODHAM,MICHAEL	WOODHAM,MARICIA
OBERTO,JOSEPHINE GRACE	04/03/2004	MANCHESTER,NH	OBERTO,STEPHEN	OBERTO,LISA
FERDINAND,TYLER JUSTICE	04/05/2004	MANCHESTER,NH	FERDINAND,JUSTIN	FERDINAND,MARISOL
CARTY,TREVOR RICHARD	04/14/2004	MANCHESTER,NH	CARTY,RICHARD	CARTY,SUSAN
CARTY,ANDREW DONALD	04/14/2004	MANCHESTER,NH	CARTY,RICHARD	CARTY,SUSAN
CARTY,JASON JEFFREY	04/14/2004	MANCHESTER,NH	CARTY,RICHARD	CARTY,SUSAN
BLOW,ALYCE SARAH	04/14/2004	NASHUA,NH	BLOW,NATHAN	DUXBURY,MELISSA
GLENDYE,KYLE BRADY	04/15/2004	NASHUA,NH	GLENDYE,TODD	GLENDYE,LINDA
DILLOW,MIKAELA ANNE	04/17/2004	NASHUA,NH	DILLOW,BRIAN	DILLOW,JULIE
TREMBLAY,CHARLES ANTHONY	04/20/2004	MANCHESTER,NH	TREMBLAY,ERIC	TREMBLAY,LEA
NAPOLI,DEREK JOSEPH	04/26/2004	MANCHESTER,NH	NAPOLI,SAMUEL	NAPOLI,CAROL
FERRIS,CAITLYN ROSE	04/30/2004	DERRY,NH	FERRIS,MICHAEL	FERRIS,SHANNON
STOHL,JAMES PAUL	05/01/2004	MANCHESTER,NH	STOHL,JAMES	STOHL,SANDRA
SANTOM,NATHAN ANDREW	05/01/2004	NASHUA,NH	SANTOM,ANDREW	SANTOM,KAREN
FORTMAYER,AUBREY CLAIRE	05/09/2004	NASHUA,NH	FORTMAYER,KEN	FORTMAYER,CHERYL
PENNUCCI,GRACE IZABELLA	05/11/2004	NASHUA,NH	PENNUCCI,DAVID	PENNUCCI,BONNIE
FAMISAN,KEEGAN ANDREW	05/12/2004	NASHUA,NH	FAMISAN,JAROD	GULLEY,AMBER

RESIDENT BIRTHS – 2004

Child's Name	Date Of Birth	Place Of Birth	Father's Name	Mother's Name
GUILLETTE, RACHEL MICHELLE	05/15/2004	NASHUA, NH	GUILLETTE, ERIC	BASTARACHE-GUILLETTE, MICHE
JENSEN, CHLOE EVELYN	05/16/2004	NASHUA, NH	JENSEN, KURT	JENSEN, JENNIFER
RICE, DYLAN CHRISTOPHER	05/18/2004	NASHUA, NH	RICE, JAMES	RICE, DEBRA
KRUCHYNSKA, KARINA ANNA	05/25/2004	NASHUA, NH	KRUCHYNSKY, YOLODYMYR	SAVYNETS, LYUDMYLA
BOUCHER, NOLAN PARKER	05/27/2004	NASHUA, NH	BOUCHER, ADAM	BOUCHER, NITA
BRUNER, MORGAN JULIA	06/04/2004	MANCHESTER, NH	BRUNER, JEREMY	BRUNER, CARI
ALMEIDA, TAVIA MARIE	06/07/2004	NASHUA, NH	ALMEIDA, EDWARD	ALMEIDA, MARGARET
NEILY, MADELINE ELIZABETH	06/07/2004	MANCHESTER, NH	NEILY, TROY	NEILY, MELANIE
NEILY, EMILY GRACE	06/07/2004	MANCHESTER, NH	NEILY, TROY	NEILY, MELANIE
COUGHLIN, SEAN HIGGINS	06/08/2004	NASHUA, NH	COUGHLIN, JEFFREY	COUGHLIN, KIMBERLY
DAVIS, IAN JOSEPH	06/21/2004	DERRY, NH	DAVIS, JOSEPH	DAVIS, CHERIE
SMITH, COLBY KEVIN	06/25/2004	MANCHESTER, NH	SMITH, KEVIN	SMITH, SUZANNE
CHEW, CORINNE TAMSIN	06/26/2004	NASHUA, NH	CHEW, CHRISTOPHER	CHEW, CLAIRE
BERGER-BENOIT, KOWEN MICHAEL	07/03/2004	NASHUA, NH	BERGER, PHILIP	BENOIT, KASSANDRA
KARLIS, ALEXANDER JAMES	07/06/2004	MANCHESTER, NH	KARLIS, ANDREW	KARLIS, CHRISTINE
KARLIS, JACOB ERIC	07/06/2004	MANCHESTER, NH	KARLIS, ANDREW	KARLIS, CHRISTINE
DIVIETRO, ARIEL ROSE	07/31/2004	NASHUA, NH	DIVIETRO, ERIK	DIVIETRO, NICHOLE
GROVER, ALANA ROSE	08/09/2004	NASHUA, NH	GROVER, WILLIAM	GROVER, KATIE
LEE, AIDAN SCOTT	08/10/2004	NASHUA, NH	LEE, ROBERT	LEE, PATRICIA
LESSARD, GARRETT MATTHEW	08/12/2004	MANCHESTER, NH	LESSARD, DAVID	LESSARD, ELIZABETH
IVAS, GEORGE JOHN	08/17/2004	NASHUA, NH	IVAS, GEORGE	IVAS, SHARON
DONAGHEY, CONNOR STEWART	08/19/2004	NASHUA, NH	DONAGHEY, KENNETH	DONAGHEY, NANCY
STONE, KADEN PHILIP	08/24/2004	MANCHESTER, NH	STONE, KENNETH	STONE, KIM
ANDERSON, HAILEY VERONICA	08/26/2004	NASHUA, NH	ANDERSON, ERIC	ANDERSON, STEPHANIE
BUXTON, ANSLEY GRACE	08/30/2004	MANCHESTER, NH	BUXTON, KEITH	BUXTON, HEATHER
FITZGERALD, EMMA FLORENCE	08/31/2004	MANCHESTER, NH	FITZGERALD, ROGER	FITZGERALD, SIOBHAN
DAVIES, JESSICA FRANCES	08/31/2004	NASHUA, NH	DAVIES, ROBERT	DAVIES, TRACI
OAK, KATELIN JEAN-MARIE	09/05/2004	NASHUA, NH	OAK, BENJAMIN	OAK, KRISTIN
BERRIGAN, AIVA GERALDINE	09/07/2004	NASHUA, NH	BERRIGAN, MICHAEL	BERRIGAN, KIMBERLIE
SIMPSON, LIAH ROBIN	09/17/2004	MANCHESTER, NH	SIMPSON, MATTHEW	SIMPSON, KERRI
ADAMAKOS, LILY SOPHIA	09/17/2004	MANCHESTER, NH	ADAMAKOS, THOMAS	ADAMAKOS, KRISTIN
AVITABILE, FAITH KATHERINE	09/24/2004	NASHUA, NH	AVITABILE, JEFFREY	AVITABILE, STEPHANIE
COLLINS, JOHN MULLOY	09/26/2004	NASHUA, NH	COLLINS, ANDREW	COLLINS, ANN
HAMBLETT, BRIANNA NICOLE	09/26/2004	NASHUA, NH	HAMBLETT, JASON	HAMBLETT, SHANNON
MCNULTY, MEGHAN CAREY	09/30/2004	MANCHESTER, NH	MCNULTY, TIMOTHY	MCNULTY, STACY
SMALL, LUKE MICHAEL	10/01/2004	NASHUA, NH	SMALL, MICHAEL	SMALL, ANDREA
BENOIT, TREVOR LES	10/16/2004	NASHUA, NH	BENOIT, JEFFREY	BENOIT, TRACY

RESIDENT BIRTHS – 2004

Child's Name	Date Of Birth	Place Of Birth	Father's Name	Mother's Name
SIMONDS, GAVIN MATHEW	10/20/2004	NASHUA, NH	SIMONDS, JOSEPH	SIMONDS, ERIN
DUCHARME, EMMA ANN	10/22/2004	NASHUA, NH	DUCHARME, STEVEN	DUCHARME, SARA
CASTELLANO, KRISTINA ANN	10/22/2004	NASHUA, NH	CASTELLANO, ANTHONY	CASTELLANO, LAURA
PERRON, ABIGAIL ROSE	11/06/2004	NASHUA, NH	PERRON, TRENT	PERRON, CINDY
CHAPMAN, LIAM JAMES	11/10/2004	MANCHESTER, NH	CHAPMAN, DEVIN	CHAPMAN, KATIE
DWYER, MOLLY ALLISON	11/11/2004	NASHUA, NH	DWYER, DAVID	DWYER, HEATHER
GOODWIN, ELIZABETH JANE	11/16/2004	MANCHESTER, NH	GOODWIN, ALLEN	GOODWIN, JANE
REGIS, MAXIMUS MICHAEL	11/18/2004	NASHUA, NH	REGIS, MICHAEL	REGIS, CHRISTINE
SPURR, AUSTIN PHILIP	11/19/2004	NASHUA, NH	SPURR, JONATHAN	SPURR, JANELL
JACQUES, ADAM HENRI	11/20/2004	MANCHESTER, NH	JACQUES, PAUL	JACQUES, LISA
HANCOCK, ALLISON ELIZABETH	11/23/2004	MANCHESTER, NH	HANCOCK, JAMES	MARTIN, DEBORAH
MCNEIL, CALEB MICHAEL	11/26/2004	NASHUA, NH	MCNEIL, JEREMY	BEAULIEU, LAURA
SCHWALKE, HANNAH JOAN	11/29/2004	DERRY, NH	SCHWALKE, BENJAMIN	MCCARTHY, TRACI
MONICO, DOMINIC FREDERICK	11/30/2004	NASHUA, NH	MONICO, ERIC	MONICO, DIANE
METEVIER, TORI DALE	12/07/2004	LEBANON, NH	METEVIER, DANIEL	METEVIER, DIANA
GILES, PATRICK SCOTT	12/10/2004	MANCHESTER, NH	TARDIF, JOHN	HOLSTEIN, TANIA
ROBERTS, RHY'S MARK JOSEPH	12/13/2004	NASHUA, NH	ROBERTS, JONATHAN	ROBERTS, APRILLE
WELD, AVA GRACE	12/26/2004	MANCHESTER, NH	WELD, JOHN	ABBENE, MARIALAINA

Total number of records 92

RESIDENT deaths – 2004

Decedent's Name	Date Of Death	Place Of Death	Father's Name	Mother's Maiden Name
RICHARD,CLAIRE	01/04/2004	NASHUA, NH	DELAGE, ARTHUR	GIROUX, GRACE
COTE,MARGUERITE	01/05/2004	NASHUA, NH	LAPLANTE, ALFRED	DUPERRON, ELINA
VALLONE,LUIGI	01/10/2004	NASHUA, NH	VALLONE, ANGELO	CONTI, ANTONIA
SANDERS,LAWRENCE	01/20/2004	GLENCLIFF, NH	SANDERS, RUDOLPH	CURTIS, ANNABEL
CONNER,EDITH	02/01/2004	NASHUA, NH	PHILIP, ANTONIO	HIMIOB, CRUZ
PELLETIER,ELAINE	04/09/2004	NASHUA, NH	WEEKS, GEORGE	JAMESON, LUCILLE
FISHER,JOHN	05/08/2004	LITCHFIELD, NH	FISHER, GEORGE	CARPENTER, ANNA
SMITH,KITTRIDGE	06/15/2004	NASHUA, NH	SMITH, WADE	FRYE, ELIZABETH
RICARD,JOHN	07/17/2004	LITCHFIELD, NH	RICARD, JOHN	GAGNON, GERMAINE
DUROCHER,HERVEY	07/19/2004	LITCHFIELD, NH	DUROCHER, J HARVEY	PARE, MARIE
DUPRAT,WARREN	07/25/2004	LITCHFIELD, NH	DUPRAT, LEO	TROMBLEY, GERTRUDE
GRANDMAISON,PAUL	09/17/2004	NASHUA, NH	GRANDMAISON, ARTHUR	SIROIS, EMERINA
FANNING,KENNETH	10/03/2004	LITCHFIELD, NH	EVANS, KENNETH	BERNIUS, MARIE
BELLISLE,ROBERT	10/16/2004	LITCHFIELD, NH	BELLISLE, ROBERT	TAMULONIS, LILLIAN
BELISLE,DAVID	10/16/2004	NASHUA, NH	BELISLE, MAURICE	DRAKE, VERA
HILL,LAWRENCE	12/02/2004	BEDFORD, NH	HILL, LAWRENCE	SHIELDS, CORA

Total number of records 16

ANNUAL REPORT

of the

LITCHFIELD
New Hampshire

SCHOOL DISTRICT



2004

SCHOOL DISTRICT OFFICERS

MODERATOR

John G. Regan

CLERK

Lynn Baddeley

TREASURER

Lynn Baddeley

SCHOOL BOARD

Cynthia Couture, Chair
Term Expires March 2005

Ralph Boehm, Vice-Chair
Term Expires March 2007

Dorothy Beauregard
Term Expires March 2005

Richard Rafferty
Term Expires March 2006

Patricia Jewett
Term Expires March 2007

Taylor Brown
Al Stankard
Student Representatives to the School Board

**LITCHFIELD SCHOOL DISTRICT
ANNUAL REPORT – 2004**

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Litchfield School Board 2004-2005

Cynthia A. Couture, Chairman Ralph Boehm, Vice Chairman
Dorothy Beauregard M. Patricia Jewett Richard Rafferty

The Mission of the Litchfield Schools, in partnership with parents and the Litchfield community, is to provide and develop a complete education program of the highest quality that enables students to develop intellectually, socially, physically, emotionally and be capable of adapting to a changing world and its technology. The School Board recognizes this mission statement as its guiding principle. (1994)

Chairman's Report

January 2005

To the Citizen's of Litchfield,

The following paragraphs represent my report of the past year from the Litchfield School Board. It has been a privilege to serve as Chairman of a very hardworking, dedicated group of board members who believe in providing quality programs for Litchfield's children.

In the spring of 2004, the board welcomed newly elected members Ralph Boehm and Pat Jewett, both long-time community volunteers, and appointed Dot Beauregard to fill an open seat. This board has taken its official role seriously by setting aside time for training and learning, planning and goal setting, and policy development and evaluation.

The board immediately began work on reviewing the Board's Mission Statement and setting goals and objectives for the coming year as well as signing a Code of Conduct and Code of Ethics. We then increased our meeting schedule from the 2 per month that focus on business affairs and curriculum, to meeting every week to allow for additional meetings specifically for policy development and to be more closely involved in the work of the Building Committee.

One of the primary responsibilities of the board is policy development and review. Policies are the guiding principals that determine how the district is run and yet, many of the district's policies dated from the 1980's and less than 30 have been revised in even the last 10 years. The task of bringing all policies current is an enormous undertaking but I am proud to report that this school board has reviewed hundreds of current and sample policies and has revised approximately 100 district policies this year. While it will take at least another year to bring the entire school district policy manual up to date, this is a significant accomplishment.

The board also began to work more closely with the school district building committee. Over-crowding in our elementary grades is a problem that has been studied by the district since 1994. Last March, the board proposed to build a new elementary school as phase 1 and the continued use of the Griffin Memorial School (GMS) with then-unknown renovations in the future as phase 2. This proposal failed to receive even 50% of the vote at the polls. The joint School Board and Building Sub-Committee mailed surveys to

registered voters for direction. The overriding message was that the voters preferred a complete plan that didn't mean asking for additional construction money within a few years. A significant number of voters indicated they preferred a single school to house all elementary grades if possible. The board and building committee spent the summer searching for available land in the community, conducting extensive engineering studies on district owned land, and determining the costs of recommended renovations to Griffin Memorial School.

A land search revealed no suitable, available Litchfield properties but, the engineering studies indicated that with careful planning and placement, a school could be built on district-owned land at the LMS site with room to expand in the future to meet the growing needs of the elementary population. There was much debate about the renovations needed to the Griffin Memorial building. Based on the age and condition of GMS and the additional cost that would be needed to operate two elementary schools, the committee determined it was the best financial and educational decision to build and operate a single elementary school. The committee then developed a plan for a single elementary school to house all grades 1 through 5 near the middle school. Based on current enrollment projections, if the voters approve it, this should be the last school the community needs to build with no school building additions for 10 years. There will be a need to begin planning an addition to Campbell High School in ten years.

In June, Campbell High School (CHS) graduated its first class of students who had spent all four years at the new high school. A very high rate, 80% of the students graduating, went on to post secondary education, as well as several additional students who entered the military. The initial feedback is that students are well-prepared and finding success after leaving CHS. During the past summer, Principal Chris George resigned to take a position at a larger high school/vocational center. The board hired Bill Marston who has extensive high school experience as Interim Principal of CHS. Principal Marston has been enthusiastically received by students and staff and will continue with us through graduation while the board continues its search for a new high school principal.

Students at all three of our schools continue to show improvement and to perform above state and national averages on standardized testing. One area of difficulty is with the federal No Child Left Behind (NCLB) standards imposed on schools. While all of our schools scored well above the required standards, some sub-categories must also meet certain minimum target levels. Our students in the subgroup "Educational Disability" did not meet some of the targets set for each grade. There is heated debate across the nation that these tests are an inappropriate measure of the accomplishments of students with educational disabilities. Various changes are being proposed but in the mean time, in spite of the high level of accomplishment at our schools, all three are currently labeled as Not having met Adequate Yearly Progress.

The financial burden of No Child Left Behind and other state and federal requirements continue to strain our budgets. Under-funded and unfunded mandates and uncertain contribution from the federal and state government means more of the burden falls on the taxpayer. Every year our financial resources are stretched further as we try to meet the

needs of the community. As school buildings age we find maintenance and repair costs that increase dramatically and add another financial burden. We try to balance the needs of the district with the district's ability to pay, but every year we find we can only fund a portion of what is truly needed.

One of our greatest assets is our volunteer organizations. Our parent teacher organizations, middle school booster club, high school booster club, Cougar Gridiron club, Friends Of CHS, Litchfield Lions Club as well as local businesses and community members provide countless hours of volunteering and donate much needed financial and material resources. We are always grateful for the continued support of the community and thank you for your generous involvement.

Litchfield is also fortunate to have enthusiastic and dedicated school district employees. These people put in many hours above and beyond the call of duty to make sure our schools run smoothly. Thank you to our teachers and other educational professionals, custodial staff, food service staff, grounds maintenance, administrative assistants, and all building administrators.

The Superintendent's Office welcomed two new employees this year. Receptionist and school board secretary Leigh Ann Stone resigned when she moved out of town and the board welcomed Michele Flynn who brings valuable school district experience. Business Administrator Teri Blouin also resigned to take another position. The board was pleased to hire Steve Martin as our new Business Administrator who brings a wealth of knowledge not only from industry but also from his own community as town moderator and budget committee member. Steve came at the height of budget development and has already made several improvements to the process and information provided. Now with a full year behind us as our own SAU, we see huge progress in curriculum development, attention to district needs, employee practices, and refined financial processes. We thank Superintendent Cathy Hamblett and her staff for their professionalism and dedication to accomplishment in the many challenges their office faced this year.

In closing I would like to thank my fellow board members for their patience and willingness to put in the time and commitment to an increased workload. Not only Pat Jewett and Dick Rafferty but also to Ralph Boehm who also served as the board liaison to the Budget Committee and Dot Beauregard who served as Building Committee Chair. Having served in those positions recently, I know how much increased responsibility and time is required and appreciate everyone's willingness to serve. It has been a pleasure to work with board members committed to working as a team for the benefit of Litchfield's students.

Respectfully submitted,



Cynthia A. Couture, Chairman
Litchfield School Board



LITCHFIELD SCHOOL DISTRICT

School Administrative Unit #27

Office of the Superintendent

One Highlander Court

Litchfield, NH 03052

Phone: (603) 578-3570

Fax: (603) 578-1267

Equal Opportunity Employer

Catherine M. Hamblett

Superintendent

(603) 578-3570

Stephen F. Martin

Business Administrator

(603) 578-3574

Ronda Gregg

Special Education Director

(603) 578-3575

To the Citizens of Litchfield:

Last August I began my fourth year with the Litchfield School District and my second year as your Superintendent of Schools. Each year I remain impressed with the level of your involvement and support as elected officials, parents, employees, and community members. There are many challenges as a Superintendent, but one of the most rewarding has been providing the oversight in your transition from part of a multidistrict School Administrative Unit (SAU) with the Town of Hudson to a single district SAU. We have arrived on our own with great strength because of the dedication and understanding of our Teachers, Support and Administrative staff; Principals who continue to develop and support a district perspective while ensuring attention to their individual schools; and School Board members who provide visible leadership with our students as their highest priority.

School Board members continue to refine their goals for the district. During the past year, their work to provide adequate facilities has resulted in a long range plan for housing our students; expanded technology and additional equipment to begin equitable access for instructional and management needs in all schools; and a capital improvement plan to assure more oversight of routine maintenance and repair of all buildings.

In an effort to continue the development of a comprehensive educational program, School Board members have supported a warrant to ensure that the district is able to keep as approved Kindergarten Construction Grant funds, while the State Board of Education considers mandatory public Kindergarten for all New Hampshire School Districts. Each year School Board members strive to build a range of educational services and appropriate staffing levels to meet the needs of all students. This year we had hoped to add part time occupational therapy and speech assistant services as well as a reading specialist for the High School and additional Guidance staffing at Griffin Memorial School. Although we were unable to include these positions in the proposed budget for 2006, they represent staffing needs which will continue to be reviewed in the future.

One of my own goals, as well as a major goal for members of the School Board, is to improve community awareness and participation and to improve communications among district employees and throughout the community. This goal is easily attainable because of the level of your current involvement in school issues. Teachers and support staff continue to share with me their expectations and concerns regarding the direction of the district and I appreciate their willingness to do so. As we attempt to expand community and parent participation I am reminded of your previous Superintendent, Randy Bell's observation, that Litchfield as a single district SAU has a bright future because of the level of community participation and cooperation. His observations included an acknowledgement of our respectful listening to all points of view. Maintaining such communications is a continuing priority and a reflection of the genuine care of our Teachers and Administrative staff for your children, our students.

I look forward to my continued work with all of you and thank you all for your support.

Respectfully submitted,

A handwritten signature in cursive script that reads "Catherine M. Hamblett".

Catherine M. Hamblett

LITCHFIELD SCHOOL DISTRICT

School Administrative Unit #27

Office of the Superintendent

One Highlander Court

Litchfield, NH 03052

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Fax: (603) 578-1267

Equal Opportunity Employer



Catherine M. Hamblett

Superintendent

(603) 578-3570

Stephen F. Martin

Business Administrator

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Ronda Gregg

Special Education Director

(603) 578-3575

ANNUAL REPORT

BUSINESS AND FINANCE

Ms. Catherine Hamblett
Superintendent of Schools
One Highlander Court
Litchfield, NH 03052

Dear Cathy:

I am pleased to submit my first annual report as Litchfield School District's Business Administrator on the District's business and financial operations.

Last June 30 marked the completion of our first full year of operation as a Litchfield-only SAU. This led to several important milestones. We successfully closed the fiscal year with a positive fund balance; completed our first external audit under our own management; and submitted the required financial reports to the State of New Hampshire's Department of Education and Department of Revenue.

During 2004, our financial operations staff performed well as they continued learning more about our financial management systems, and continued working on implementing our internal controls and financial procedures. While still a start-up operation in regard to our financial systems, we successfully supported the District. Purchase orders were processed, bills paid, paychecks issued, and reports published. I wish to acknowledge the professional contributions and dedication of the finance team. Jo Ellen Bellerive, our Chief Accountant, and Bernice Manikas, our Payroll Clerk, not only successfully handled their day-to-day responsibilities, but also maintained ongoing operations during the transition period between Business Administrators.

Our first external audit under Litchfield's management was completed. We received a positive report from our auditors, with only two areas identified as needing action by the District. The auditors noted that the District has not yet implemented the Government Accounting Standards Board Statement 34 as is required, and that the Food Service Revenue Fund had excess cash than allowed by Federal law. Both of these issues are being addressed. The School Board has requested voter approval for the necessary funding to implement GASB-34. I am hopeful the voters will approve this article in March. In addition, we are planning to purchase new point-of-sale systems in the cafeterias of all three schools, using funds from the Food Service Revenue Fund.

Last fall we began our second budget preparation using our Munis financial management system. Staffing transitions caused a few difficulties, but overall, the process went much smoother this year than

last. In addition, we expanded our use of the Munis system during the budget process by using its payroll projection capabilities to establish salaries and benefits budgets for both the School Board's proposed budget, as well as the default budget. I wish to thank Deb Mahoney of our HR department, as well as the administrative team and their administrative assistants, for their invaluable help in the budget process.

As part of my facilities management responsibilities, one of my first actions on assuming this position was to meet with our facility managers and tour all three school buildings and grounds. My review of the facilities resulted in concerns that insufficient funding was being given to building repairs. With the support of the School Board, the 2005-2006 budget request includes a significant increase in building repair funds to start to address the situation. Building repairs notwithstanding, we have no problems with the day-to-day care and maintenance of the buildings and grounds. I wish to acknowledge the excellent and dedicated work of our facilities team: Sue Ayer (Campbell High), Dave Ross (Griffin Memorial), Keith Trott (Building & Grounds), and Jack Williams (Middle School), and their staffs for their excellent job in maintaining a clean, safe and healthy environment for our students and staff.

Our Food Service operations continued to run smoothly last year under the capable leadership of Hilda Lawrence, our Food Service Director. Transportation continues to be working well in meeting the District's needs through an extended agreement with First Student.

As we enter 2005, my team and I look forward to the challenges ahead, including: a major upgrade to our financial management software; a new transportation contract; re-implementing a District Safety Committee; reviewing our procurement procedures; and making further adjustments to our internal accounting controls and procedures to better meet the District's needs.

Before closing, I wish to thank Bob Berry, Assistant Superintendent for School Resources in Hudson, and Mike Trojano, School Business Administrator in Milford, for their continued help as I make the transition from a high-tech business management focus into a school management environment.

I also want to thank you for the opportunity to work with such a professional administrative team whose dedication to the education of Litchfield's children remains their number one priority.

Respectfully Submitted,

A handwritten signature in dark ink, reading "Stephen F. Martin". The signature is fluid and cursive, with the first name "Stephen" and last name "Martin" clearly legible.

Stephen F. Martin
Business Administrator



LITCHFIELD SCHOOL DISTRICT

School Administrative Unit #27

Office of the Superintendent

One Highlander Court

Litchfield, NH 03052

Phone: (603) 578-3570

Fax: (603) 578-1267

Equal Opportunity Employer

Catherine M. Hamblett

Superintendent

(603) 578-3570

Stephen F. Martin

Business Administrator

(603) 578-3574

Ronda Gregg

Special Education Director

(603) 578-3575

February 1, 2005

The Office of Special Services continues to monitor and develop, together with the school principals and staff, programs that provide assistance to students and parents. These initiatives are currently in place to address the needs of identified students, at-risk students, and students who are home-schooled. Additionally, this office monitors the programs of students who are placed in settings outside of the public schools in Litchfield.

Additional programs and positions have been added to give additional support to students. These include:

- *An elementary program for students who are developmentally delayed.
- *A middle school program for students who are developmentally delayed or need more intense assistance in one of the primary learning areas.
- *Reading and math courses at Campbell High School for students who require a hands-on and functional approach to their learning.
- *Nineteen technology-based courses for students who need an individualized learning experience.
- *A part-time school psychologist has been hired.
- *A part-time certified occupational therapist has been hired. Both of these positions are in response to the growing student population and the student needs.
- *A transition coordinator has been hired. This position assists students and their families in the gradual transition from high school to post high school outcomes.

The Hillsborough County Commissioners awarded a grant to the school district which supports Litchfield's retired population sharing their skills with a student or students at Campbell High School. There have been many respondents from the community and we look forward to documenting the activities of these students and community members.

Some of the parents in the community have developed a helpful website. There are many links listed that help parents with hands-on information in assisting their children. Please visit at <http://paceslitchfield.tripod.com>.

Litchfield's schools have very devoted staff—staff who care about the daily progress of each of the students they are teaching. We will continue to review the needs of the district and work as a team of professionals dedicated to your children.

Sincerely,

A handwritten signature in dark ink, appearing to read "Ronda Gregg".

Ronda Gregg

Director of Special Services



LITCHFIELD SCHOOL DISTRICT

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(603) 578-3570

Stephen Martin

Business Administrator

(603) 578-3570

Joyce Choate

Curriculum Director

(603) 578-3570

Ronda Gregg

Special Education Director

(603) 578-3575

January 24, 2005

Dear Ms. Hamblett;

As Director of Curriculum and Instruction for the Litchfield School District, it is my pleasure to submit this annual report of progress as we continue to work to meet the district goals established by the Litchfield School Board.

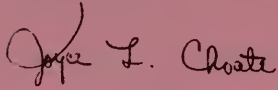
This year the Litchfield School Board adopted a recursive curriculum review cycle which provides for ongoing review and revision of all curricula. Curriculum Review Teams have been established for each subject. These teams include teachers at all grade levels and meet throughout the year to ensure that state and federal curriculum standards are met, while providing continuity for students throughout all grade levels. We are continuing to utilize the data obtained from local, state and national assessments as we evaluate the programs of studies in our schools. Significant revisions are presently in process in Science as well as in Technology Education which will take effect in the coming school year. District Librarians and Guidance personnel are also meeting regularly to better align services in all schools.

Effective communication throughout the district schools has been enhanced by the adoption of an internal employee newsletter which is drafted by the Curriculum Director and distributed monthly to all staff members. The *SAUcy News* helps to keep all staff informed of happenings in our schools and Central Office, and acknowledges awards and achievements of staff and students. The *SAUcy News* has received favorable feedback from staff at all locations in the district.

We have once again been able to acquire federal grant funds which allow us to continue to provide additional reading support at Griffin Memorial School, as well as a Student Assistance Program for students at Campbell High School and Litchfield Middle School. The district continues to support teachers in their efforts to obtain initial certification, and add additional certification endorsements. Professional Development support continues to be provided to all staff in the ongoing effort to meet the demands of No Child Left Behind. This year all staff have participated in district-wide professional development opportunities relating to differentiated instruction as well as technology implementation. Administrators in all schools are also participating in NHSALT; a professional development initiative regarding technology in the schools, sponsored by the NH Department of Education and the Gates Foundation.

As we work diligently to meet the goals established by the Litchfield School Board, I am grateful for the support I have received from teachers, administrators and board members during the year. Through effective collaboration, the Litchfield School District continues to grow and progress.

Sincerely,

A handwritten signature in cursive script that reads "Joyce L. Choate". The signature is written in dark ink on a light-colored background.

Joyce L. Choate
Director of Curriculum and Instruction

LITCHFIELD SCHOOL DISTRICT

School Administrative Unit #27

Office of the Superintendent

One Highlander Court
Litchfield, NH 03052



Phone: (603) 578-3570
Fax: (603) 578-1267

Equal Opportunity Employer

Catherine M. Hamblett
Superintendent
(603) 578-3570

Stephen F. Martin
Business Administrator
(603) 578-3574

Ronda Gregg
Special Education Director
(603) 578-3575

January 24, 2005

Superintendent Hamblett:

As Technology Coordinator, I am responsible for all computers, servers, networking infrastructure, telecommunications equipment and service, and cable television systems. As the use of computer-based technology continued its growth in 2004, the requirements of maintaining the many systems have grown exponentially. In March of 2005, we will be asking the voters of Litchfield to approve funding for an assistant technology coordinator to allow our District to extend the use of technology within the educational process. In the future, we hope to offer adult literacy classes to benefit our community, to expand our fledgling television broadcast team, and to develop our technology curriculum into one of the premiere programs in the state and in the country.

In March 2004, the voters of Litchfield generously passed a \$63,000 warrant article allowing the purchase of computers and other related computer equipment for our classrooms. As a result, every student in our District has access to computers in his or her classroom. Also, every teacher now has access to a computer for emailing parents and other staff, research, and shaping his or her skills as a teacher. Not only does computer access for teachers increase the achievement of our students, it also allows for increased efficiency and cost savings. Teachers at LMS and GMS have already begun using computers for attendance purposes and are in the process of using computers for report cards that will allow for better record keeping and time savings.

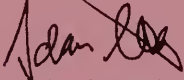
We are in our second year of our computer literacy classes for 6th graders at LMS. Robin Corbeil has done a phenomenal job of developing course material and teaching our 6th graders how to become safe, effective users of computer technology. Once middle school students reach high school that have already taken the computer literacy course at LMS, our need to teach introductory courses at CHS will diminish. Our district-wide technology department has begun meeting to develop our next wave of technology curriculum. Because technology changes rapidly, we realize the need to constantly evaluate what courses and technologies are offered to our students. The courses we have offered at CHS five years ago may not be appropriate now and certainly will not be the right courses to offer in five more years because our students will be coming to the high school having met the computer literacy requirement. We are lucky to have technology teachers who are willing to constantly update their skills in the quest to provide relevant, effective computer related courses to our students.

One way the District has saved a significant amount of money is by the use of non-Windows based servers. Virtually all District servers run on a free variation of Unix that requires no licensing fees for email, Internet use, file sharing, etc. The cost savings of using an open source operating system approaches six-figures quite rapidly. As technology continues to develop, open source alternatives will be evaluated based on their effectiveness in an educational setting.

In closing, there are a few people that deserve recognition related to the maintenance and upkeep of our computer network. The administrative assistants in each building use computers for almost every aspect of their job. They are always finding ways to make processes more efficient and are a large help to me in managing the computer related issues in their respective buildings. Also, the three technology site coordinators, Dennis Perreault, Robin Corbeil, and Amy Ashe are vital assets to our District. They are responsible for handling as many computer related problems as they can, as well as being a curriculum resource in the area of technology for their building. They are paid to contribute five hours a week outside of their normal work day, but each of them go beyond what is required to help provide a smooth network experience for our users. If the assistant technology coordinator becomes a reality, I look forward to relieving these three individuals of many of their technical duties to allow them to focus on the curriculum side of technology.

I look forward to 2005 as a year of continued growth for computer technology!

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Adam Steel", written over a horizontal line.

Adam Steel – Technology Coordinator

LITCHFIELD SCHOOL DISTRICT STAFF - 2004/2005

<u>Name</u>	<u>Position</u>	<u>Degree</u>	<u>Salary</u>
Choate, Joyce	Curriculum Director	M	43,000.00
Conway, Carrie	Occupational Therapist	B	32,491.00
Deslaurier, Jill	Speech Associate	B+30	50,760.00
Gregg, Ronda	Director, Special Education	M	75,323.90
Hamblett, Catherine	Superintendent	CAGS	93,000.00
Jagendorf, Jana	Social Worker	M	38,782.00
Lawrence, Hilda	Food Service Director	B	37,077.94
Mague, Danielle	Speech Pathologist	M	32,497.00
Martin, Stephen	Business Administrator	M	56,253.96
McGarry, John	Speech Pathologist	M	51,465.00
McGarry, Kathrine	Speech Pathologist	M	51,465.00
Steel, Adam	Technology Coordinator	- - -	36,203.47
Thompson, Aurora	Psychologist	M	41,922.65



**GRIFFIN
MEMORIAL
SCHOOL**

Linda N. Scott
Principal
Robert St. Cyr
Assistant Principal

229 Charles Bancroft Highway
Litchfield, NH 03052
Phone (603) 424-5931
Fax (603) 424-2677

January 28, 2005

Dear Superintendent Hamblett:

I am pleased to submit this report as I complete my 10th year as an administrator at Griffin Memorial School. It has been an exciting year as Litchfield has become fully established as its own school district, a year filled with planning for the future educationally, especially in light of the space issues which continue to have an impact on the delivery of educational services. The support of the administrative staff, School Board and school community is much appreciated as we work together to educate the children of Litchfield.

A number of initiatives are contributing to the enhancement of the educational process at GMS:

- We continue to be committed to providing for the instructional needs of diverse learners. Teachers have been studying *Differentiated Instruction* methodology and applying the practice to classroom instruction to better meet the needs of all students. The major school improvement effort the school has engaged in beginning in the fall (04) is the implementation of a new program called Skills Enrichment and Review For All (SERFA). The Leadership Team, led by the reading specialist, developed a supplementary instructional reading program designed to meet the needs of all students. This instruction is in addition to the daily reading program taught by classroom teachers, and responds to Griffin's Identification as a school that did not make "Adequate Yearly Progress" (AYP) according to the State's mandates for *No Child Left Behind* (NCLB). While school assessment results as a whole are above state levels, designation as a school in need of improvement was based on the results of the NHEIAP in the area of reading, because the required percentage of our identified special education students did not meet the standard of basic or better in this area.
- Another major effort is the process we are now in with New England Association of Schools and Colleges (NEASC). For the past 10 years, GMS has enjoyed being one of a relatively small number of elementary schools which has achieved NEASC accreditation. Committees have formed to work on the reaccreditation process required to continue this recognition.
- The pilot of the new report card was well received, and much time has been spent working toward computerizing the elementary grading system. It has been complicated and is not complete, but nearing fruition. The goal is for the first report cards in the fall of 05 to be produced via the administrative software.
- Led by the guidance counselor and assistant principal, an organized program of character education has been implemented. Daily during morning announcements students hear words to grow by, and also benefit from monthly assemblies and character building classroom lessons. This has contributed to developing a sense of school community.

The 10 year old basal reading program is out of print, and through a committee process with close attention to research based program requirements mandated by NCLB, a new series has been selected which, pending budget approval, will be fully implemented next year. Also pending budget approval, the *Summer Reading Academy*, an early literacy initiative, is expanding this

next year to service students entering third grade. This reading initiative has been designed to enhance more fully the reading skills students need as they transition from second to third grade. It is also designed to prevent a decline in the summer months to at-risk students' reading skills.

Parental involvement is an irreplaceable part of the educational process. Again this year, *The Blue Ribbon* and *Gold Circle Awards* were received recognizing community support and the hours of volunteerism at G.M.S. The P.T.O. provides enriching educational experiences for our students. Examples include the *Banking Program*, *Wee Deliver*, *Griffy Store*, and numerous assemblies which enhance the student experience. Unfortunately, during the 04-05 school year, the *Wee Deliver* Program has needed to be suspended due to lack of space.

Student progress was shared with the community with events including the *Scarecrow Jamboree*, *Holidays Around the World*, the Holiday and Spring Concerts presented by the Chorus, *District Arts Festival*, *Spring Arts Festival*, *Grandparents and Special Friends Day*, and through the presentation of thematic units, to name a few. The student authored publication, *The Write Stuff*, is a wonderful media for sharing creative pieces as is the *Authors' Tea* which celebrates their work. This year (04-05) the *Spring Arts Festival* has been eliminated due to lack of space. The art teacher, Heidi Miller – recently recognized as the **NH Art Teacher of the Year** – no longer has a classroom and joins the music teacher servicing the students from a rolling cart. Because there is not room to store art projects throughout the year for the spring event, students are having grade level thematic events at separate times during the school year to share what they are learning.

The dedication of the faculty, staff, and greater Litchfield school community is commendable and I want to take this opportunity to thank all who work consistently and tirelessly to provide an excellent educational opportunity for the children entrusted to our care. The commitment to education is second to none and it is a privilege to work with this fine group of people.

Sincerely,

A handwritten signature in cursive script that reads "Linda N. Scott".

Linda N. Scott, Ed.D.

Principal

Griffin Memorial School Staff 2004 - 2005

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Grade</u>	<u>Salary</u>
Allen	Tracy	Grade 1	B	\$35,997.00
Ashe	Amy	Grade 4	M	\$38,782.00
Baxter	Allison	Special Ed.	B	\$36,997.00
Benoit	Susan	Grade 2	B	\$35,997.00
Blackadar	Rita	Special Ed.	B+30	\$50,760.00
Bliss	James	Physical Ed.	B	\$47,989.00
Bosco	Kara	Grade 3	B	\$30,455.00
Charest	Pauline	Grade 3	B	\$47,989.00
Cote	Doris	Grade 2	M+15	\$55,509.00
Cote	Julie	Librarian 50%	B	\$18,337.33
Cullen-Kent	Paula	Grade 4	B+15	\$49,354.00
DePloey	Samantha	Preschool/Special Ed.	B	\$32,561.00
Dodge	Lori	Grade 1	B	\$35,997.00
Doucette	Sandra	Grade 1	M	\$51,465.00
Faro	Constarice	Reading	CAGS	\$59,365.08
Hale-Miller	Heidi	Art	M	\$53,965.00
Hogan	Kristen	Grade 3	B	\$29,454.00
Johnstone	Sandra	Grade 1	B	\$33,669.00
Labelle	Barbara	Music	M	\$51,465.00
Levesque	Carol	Grade 3	M	\$41,625.00
Maghakian	Stacy	Assistant Principal	M	\$55,666.35
McGowan	Megan	Grade 1	M	\$32,497.00
McGowan	Susan	Grade 2	M+30	\$49,103.00
Michalewicz	Inga	Grade 2	M	\$44,676.00
Moesel	Tanya	Grade 4	B	\$31,491.00
Murphy	Heather	Kindergarten/Special Ed.	B	\$31,491.00
Parent	Margaret	Grade 4	M+15	\$55,509.00
Parzych	Michele	Grade 3	M	\$36,134.00
Paul	Stacey	Grade 4	B	\$32,561.00
Prevel-Turmel	Melina	Librarian 50%	M+30	\$25,864.41
Pritts	Amy	Grade 4	B	\$29,454.00
Proctor	Marilyn	Grade 2	M+30	\$57,099.00
Quaglietta	Laura	Grade 2	B	\$33,669.00
Saxton	Mary Louise	Special Ed.	M	\$51,465.00
Scott	Linda	Principal	Ed.D	\$74,929.41
Seabrook	Susan	Nurse	RN	\$43,097.81
Seiden	Fern	Guidance	M+30	\$37,627.00
Shupe	Penelope	Grade 1	M+15	\$54,509.00
Stearns	Jessica	Grade 3	B	\$32,561.00
Tamagna	Jillian	Grade 1	B	\$29,454.00
Tibbetts	Marian	Grade 2	M+15	\$55,509.00
Wolfe	Diane	Special Ed.	M	\$49,677.00

Litchfield Middle School
19 McELWAIN DRIVE
LITCHFIELD, NEW HAMPSHIRE 03052-2328

MARTIN SCHLICHTER
PRINCIPAL

TELEPHONE 424-2133 • FAX 424-1296

THOMAS LECKLIDER
ASSISTANT PRINCIPAL

January 20, 2005

Dear Superintendent Hamblett:

It is with pride and pleasure that I submit this annual report to you. As we approach the mid-year point in our school year, I am pleased to report that we are having a great school year with important successes and challenges.

We had a very low turnover in staff this past year, the least I have had in 20 years. We had to replace only one half-time teacher this summer in the area of Music. Yolanda Spearman, a resident of the town, was hired as our choral teacher. Our low turnover allowed us to focus more on our school goals and special projects.

A major initiative this year has been the implementation of the P.B.I.S. Student Behavior Program. The acronym stands for Positive Behavior Intervention and Support. This is a national program, which focuses on teaching the proper behavior students should demonstrate. This initiative has been very successful throughout the country, and I am pleased that we have brought this program to our middle school. Funding for this program was gained through a grant by the New Hampshire Department of Education. This past summer, several teachers, parents and administrators attended a three-day training session, which got us started. While we have been generally pleased with the student behavior at our school, there are some areas that need improvement. These areas include hallway, bus and cafeteria behavior. The number of inappropriate behavior incidences has decreased drastically since we have started.

We continue to be pleased with academic growth and development of our students. The state assessment, standardized tests and teacher observations show positive growth. We continue to have transition meetings between the middle school and high school staff. Our discussions with the faculty at Campbell High School indicate that most of our students are well prepared for the academic rigor at the high school. Most of the curriculum alignment is now complete and this is also helping with the transition between middle and high school. For those students who have repetitive failures, we instituted a summer school program at the high school. We plan to expand the program this year to include some of our seventh graders. While the numbers of students who have experienced this difficulty is small, we continue to explore ways to remediate them. We continue to offer many great extra-curricular activities to our students in both sports and clubs. These activities are always at or near capacity. Our sports teams are very competitive and continue to participate in the regions Tri-County League.

One of the challenges we have this year is looking at the possibility of providing some after-school programming for our middle school students. In our annual discussions with the police chief, we discussed the critical time after school is 3:00, when many of our students are unsupervised. We are currently having discussions with some area agencies with the hope of starting something during the next school year. We will be surveying our students and parents in the near future to get a sense of the need and what types of activities parents and students want.

Our success as a middle school is a result of hard work and dedication. I recognize the teaching staff for their hard work, skill and dedication. In addition I thank the support staff, parents and community organizations. In particular, I thank our P.T.O. for the support they give our students. I also thank the police and fire departments for all of their efforts. I also recognize Tom Lecklider, our Assistant Principal, for the outstanding job he does with our students. Finally, I thank you and all the central office staff for the support you give us.

Sincerely,

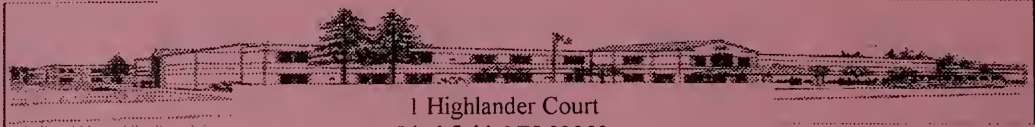
A handwritten signature in black ink, appearing to read 'Martin Schlichter', with a stylized, flowing script.

Martin Schlichter
Principal

Litchfield Middle School Staff 2004 - 2005

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Grade</u>	<u>Salary</u>
Andrews	Geraldine	Physical Ed.	B	\$42,547.00
Berube	Amy	Grade 5	B	\$32,561.00
Bowie	Karen	Grade 5	M	\$37,435.00
Brucker	Nancy	Grade 5	M	\$51,465.00
Carr	Maureen	Nurse	RN/B	\$45,489.00
Cogan	Carolyn	Grade 7	B+15	\$49,354.00
Corbeil	Robin	Computer 60%	B	\$20,202.00
Corbett	Jody	Grade 7	B	\$30,455.00
Cummings	Mary	Guidance	M	\$38,782.00
Curren	Karen	Grade 8	M	\$41,625.00
Dodge	Jeanne	Grade 7	B	\$42,547.00
Dwyer	Heather	Grade 6	B	\$34,813.00
Fuccillo	Karen	Special Ed.	M	\$43,124.00
Garabedian	Kathleen	Art	M+15	\$42,874.00
Guerrette	Jessica	Grade 8	B+30	\$39,488.00
Harrington	Owen	Grade 7	B	\$35,997.00
Henriquez	Jeanne	Special Ed.	M	\$36,134.00
Hoelzel	Stephanie	Special Ed.	B	\$32,561.00
Hunter	Jacqueline	Special Ed.	B+30	\$34,544.00
Huston	Sheila	Grade 6 50%	M	\$18,067.00
Irving	Cheryl	Grade 6 50%	B	\$23,994.50
Langton	Debra	Grade 6	B	\$39,795.00
Laplante	Angela	Grade 7	B	\$29,454.00
Lecklider	Thomas	Assistant Principal	M	\$60,861.67
Lees	Karla	Special Ed.	M	\$40,179.00
Leite	Carolyn	Music	B	\$46,989.00
Lippincott	Donald	Technical Ed.	B	\$47,989.00
Love	Holly	Grade 5	M	\$52,965.00
McCollem	Audra	Grade 6	B	\$33,669.00
McPhee	Catherine	Grade 8	B+15	\$49,354.00
Medeiros	Mary Ellen	Grade 6	B	\$35,997.00
Nolan	Kim	Grade 8	M	\$46,284.00
O'Brien	Faye	Grade 7	B	\$29,454.00
Pignone	Catherine	Guidance	M	\$56,717.14
Pru	Cindy	Grade 8	M	\$33,666.00
Schlichter	Martin	Principal	M	\$71,000.00
Sidilau	Kathleen	Grade 6	B	\$47,989.00
Simoneau	Maria	Foreign Language	B	\$39,795.00
Spearman	Yolanda	Music 50%	M	\$20,089.50
Tarr	Teresa	Grade 5	B	\$47,989.00
Tate	Christine	Reading Specialist	M+15	\$41,384.00
Thayer	Martha	Grade 8	M	\$44,676.00
Wallace	Yvonne	Librarian	M	\$43,850.94
Welch	Patricia	Consumer Science	B	\$47,989.00
Zingales	Elizabeth	Grade 5	M	\$52,965.00

Campbell High School



1 Highlander Court
Litchfield, NH 03052
(603) 546-0300 Fax (603) 546-0310

William H. Marston
Interim Principal
bmarston@litchfieldsd.org

Annumarie Holloran
Dean of Students
aholloran@litchfieldsd.org

Marianne Dornan
Head of Guidance
mdornan@litchfieldsd.org

Daniel H. Kiestlinger
Athletic Director
dkiestlinger@litchfieldsd.org

January 25, 2005

Ms. Catherine Hamblett
Superintendent of Schools
SAU #27
Litchfield, New Hampshire

Dear Ms. Hamblett:

It is with great pleasure that I submit my Annual Report as the Interim Principal of Campbell High School. The high school is in its fifth year of accommodating Litchfield students. From the school's inception, there has been much emphasis on providing an educational experience that individualizes instruction while holding each student's achievement to a high, yet attainable standard.

During my short tenure at Campbell, I have been impressed with our school's implementation of the Standard-Based Assessment approach to teaching and learning. Identifying core competencies in each content area that students are required to know, provides focus and relevancy that is essential to successful student achievement. This school is ahead of the curve!

As one might expect, much effort and energy has gone into the development of the curriculum, instructional practices and assessment procedures in preparation of the opening of Campbell High School in the year 2000. Impressive accomplishments in these areas were achieved by former principal Chris George, members of the teaching faculty, superintendent of schools, school board members and the community. It has been a notable success. Suffice it to say, however, that maintaining excellence and seeking improvement is an on-going challenge for all schools, Campbell is no exception.

On March 21, 2005, a member of the Secondary School Commission of the New England Association of Schools and Colleges will visit our school to discuss the procedures we must follow in seeking accreditation membership in this regional accrediting agency. Our first challenge will involve a "self study" process that will span approximately one-and-a-half school years. The self-study will require us to look candidly at what we are actually doing as we identify our strengths and weaknesses. Once our self-study is completed, a visiting committee for the New England Association will spend three days evaluating Campbell High School using our self-study to determine if we see ourselves accurately. The main advantage of membership in the NEAS&C is to bring structure to and standards for the school's on-going commitment to seek improvement.

The results of last spring's state wide testing were very encouraging. In the area of mathematics, 75% of CHS sophomores scored at or above the minimum proficiency level (Basic) established by the state as necessary to meet Annual Yearly Progress (AYP) approval. In reading, 82% of CHS sophomores scored at or above the minimum proficiency level (Basic). In mathematics, 32% scored at the proficient level and 10% scored at the advanced level. In reading, 41% of our sophomores were rated at the proficient level and 5% were rated at the advanced level. The overall results achieved by our sophomores speak well for

the Standard- Based Assessment approach to teaching and learning at Campbell High School. In addition, of the seven CHS students who took the Advanced Placement Test in Calculus last spring, six scored 3 or higher on a scale of 1 to 5. Most colleges accept a score of 3 or higher on the AP exam to waive the college's first year math requirement.

Our students continue to earn recognition in numerous ways. At the Annual New Hampshire Scholastic Art Awards Competition the following awards were earned: Silver Key Awards were presented to Katie Weghorst, Melissa Goczalk and Amanda Ordway. Honorable Mention in the Visual Arts Portfolios went to Jessica Bangs and Katie Weghorst and Honorable Mention in Individual Entries Category went to Jessica Bangs, Melissa Goczalk (2 entries) and Katie Weghorst. In music, Rachel Cullen won All State Seletion as a clarinetist. Senior Ben Towne won distinction in the Voice of Democracy Essay Contest and placed first at the Post level as well as at the N.H. 6th District level. Ben also placed third in the American Legion Institute of Politics Oratorical Contest for the State of New Hampshire.

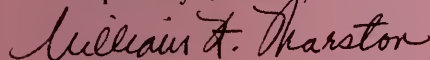
We are grateful for the wonderful support and encouragement given our students and the co-curricular program by The Friends of Campbell High School. It should not go unrecognized that we realize and appreciate the many hours of fund raising that provides this school with additional monetary support that benefits many activities.

This year has provided our school with an opportunity to take stock of how far we have come in a relatively short period of time. Although proud of the school's many accomplishments and fine reputation, it is appropriate that we move ahead to address building level issues that need our attention. There continues to be a need to develop clear and standardized procedures for dealing with the daily functioning of the school. Working with the faculty, curriculum coordinators and superintendent, we are developing protocols regarding the granting of credit from outside alternative educational experiences for our students, the development of job role descriptions for building level personnel, and specific issues including attendance, student progress reporting, study hall procedures, and dress code issues. We have also recognized the need to look at ways of assuring consistency in the way we assess competencies. Finally, we are looking at the appropriateness of the semester system of grade reporting.

The effectiveness of any school depends upon the collaborative efforts of those who make up the overall school community. I sincerely appreciate the opportunity to work with all constituent groups that make up our school and I am grateful for the support and cooperation of all. It has often been said, that no school will rise much higher than the standards set for it by the community. Our standards are high, and we must always strive to assure that they are achievable by each student.

It has been a pleasure for me to work with you and I want you to know that your leadership and hard work is recognized and appreciated by everyone. The community should be very proud of the quality of education they have provided for the young people of Litchfield. It is also my observation that we have a very dedicated and competent faculty and support staff that work diligently to assure that each student experiences success. I am especially appreciative of Ann Holloran's fine work as Dean of Students. Finally, I am impressed by our students whose overall decorum, friendliness and hard work truly defines this school and community.

Respectfully submitted,



William H. Marston
Interim Principal

Campbell High School Staff 2004 - 2005

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Grade</u>	<u>Salary</u>
Belancik	Alan	Math	M	\$33,666.00
Belmonte	Linda	Math	M+15	\$47,673.00
Bengtson	Ryan	Math	B	\$32,561.00
Blais	Jesse	Science	M	\$32,497.00
Bradley	Darrell	Woodworking	B	\$14,727.00
Brown	Erin	English	M	\$33,666.00
Burns	Aimee	English	B	\$33,669.00
Cassidy	Patricia	Special Ed.	M	\$51,465.00
Cassily	Shaleen	English	M	\$36,134.00
Chamberlain	Carol	Librarian	M	\$51,903.60
Colbath	Mary	Foreign Language	M+30	\$54,599.00
Colburn	Barbara	Consumer Science	M	\$38,782.00
Demont	Leslie	Foreign Language	B	\$29,454.00
Dodge	Christopher	Science	B	\$41,148.00
Dornan	Marianne	Guidance	M+30	\$58,394.65
Flynn	Shawn	Math	B	\$38,486.00
Freeman	Denise	Art	M+30	\$45,750.00
Frost	Linda	Science	B+15	\$40,989.00
Gatherum	Laurie	Business/Computer	B	\$29,454.00
Grant	Lesleigh	Special Ed.	B	\$24,880.35
Haggerty	Linda	Science	M	\$32,497.00
Harrigan	David	Social Studies	M+30	\$38,335.00
Hartnett	Kerri	Social Studies	B	\$29,454.00
Hoey	Jacqueline	Nurse	RN	\$40,941.00
Holloran	Annmarie	Dean of Students	M	\$60,861.67
Huot	Kathleen	Special Ed.	B	\$29,454.00
Kaplo	Patrick	Science	M	\$38,782.00
Kiestlinger	Daniel	Physical Ed.	B+30	\$48,260.00
Lee	Suzanne	English	M	\$34,878.00
Martin	Irene	Math	B+30	\$34,544.00
Martin	Philip	Music	M	\$51,465.00
Matthews	Mandy	Social Studies	B	\$31,491.00
McDonough	Shawn	Computer	M+15	\$53,009.00
Parker	Dawn	Special Ed.	B	\$29,454.00
Parsons	Jeffrey	Guidance	M	\$52,333.52
Perreault	Dennis	Social Studies	M+30	\$42,626.00
Potter	Meredith	English	M	\$36,134.00
Reilly	Kathleen	English	M	\$44,676.00
Reilly	Timothy	Tech Ed.	B	\$22,090.50
Romein	Kirk	Art	B	\$31,491.00
Roye	Patrick	Special Ed.	B+30	\$48,260.00
Sarsfield	Robert	Math	B+30	\$40,830.00
Sawicki	Margaret	Special Ed.	B	\$31,491.00
Slattery-Tardif	Rae	Foreign Language	M	\$43,124.00
Szepon	Shannon	Physical Ed.	B	\$32,561.00

Campbell High School – Class of 2004

Travis Patrick Allard+*
 Samantha Darcy Angelo+
 Megan L. Arseneault
 Elana Marie Ayer+
 Anna Nicole Ballum
 Victoria Jean Basiliere+
 Abbie Lynn Beaulieu+
 Megan Belanger+
 William David Berg
 Nicole Marie Bergeron
 Rachel Marie Bernard
 Jamie Lisa Kim-Bodano+
 Becky Bonnell
 Kevin T. Bonnett+
 Meghan A. Cahill+
 Anna Lee Call
 Adam Cappella
 Brian Michael Carleton+
 Sean William Carr+
 Tekla Rae Carroll+
 Katelyn Anne Christopher+*
 Derek Rossetti Cincevich
 Brian Philip Cloke
 Jessica Lorraine Cooper+
 Nathan Robert Corson
 Jennifer Michelle Couture+*
 Vanessa A. Coyne
 B. Wesley Day+
 Nicholas James DiSalvo+
 Megan Brianna Doane+*
 Lisa Doherty+
 Brendan Jonathan Dorr+*
 Patrick Flynn Dugal+
 Deanna Marie Earle+*
 Lauren Nicole Faria+
 Bryan Fauteux+
 Nicole Victoria Ferguson+*

Daniel Edward Ferguson+
 John Fiorentino IV+
 Donald Matthew French Jr.+
 Rebecca J. Gagne+
 Heather Marie Gagnon
 Kyle Gilday
 Corey Lester Goldberg
 Ryan Matthew Graf+
 Craig Adam Hartling+
 Sara Anne Hartling+
 Joseph W. Hegarty+*
 Alicia Marie Houston
 Craig Kenneth Houston+
 Amy Elizabeth Howley+*
 Carla Huberman+
 Dustin G. Jackson+
 Steven Vincent Kennedy+
 Amanda Beth Kimball+
 Britany King+
 Shauna Kuhlman+*
 Jilliane N. Lake+
 Anthony E. LaPorta
 Brad Largy+
 Samantha Faye Leary+*
 Adrian Leite+
 Shalyn Levesque+
 Sara Rose Lincoln+*
 Christine Rose Linehan+*
 Kiarra Rose Lynch+
 Ashley Catherine MacKinnon+
 Melissa Marie MacLeod
 Jacklyn Christine Marks+
 Nicholas Paul Martin+
 Courtney Anne McKee+
 Bridget Elaine Mercier+*
 Allison E. Michaud+
 Matthew John Misodoulakis+

Nathan Robert Moreau+
 Ryan Paul Mulrooney
 Matthew Nenni+
 Hannah Noel+
 Austin J. Parker
 Brad Parker+
 Kristen Marie Perry+
 Joe M. Peterson+
 Ian Michael Piper+
 Kara Jade Potter+*
 Alysha Joanne Quattrucci+
 Ryan Edward Quigley
 Lauren Louise Raswyck+
 Crystal Rheume+
 Ryan Robert Rossignol
 Tiffany Marie Semple+
 Horace W. Seymour IV+
 Erin Robin Sheehan+*
 Nicole Marie Shepard+
 Christopher Russell Smith+
 Alison Diane Sommer
 Dustin William Soucie+*
 Brandon Robert Stapleton+
 Stephanie Lauren Starrett+*
 Michelle Danielle Sullivan+
 Noelle Christen Summers
 Sarah H. Sussenberger+
 Marc K. Therrien+
 Zachary J. Thomas+
 Chynna Leigh Tracy+*
 Corey Tremblay+
 Cyrinda Lee Valentino+
 Jared Scott Warren+
 Evin Jacob Williams+
 Daniela A. Wohlwend+
 Craig Matthew Wright+
 Brittany Clare Zimmer+

* National Honor Society

+ Diploma of Distinction

SAU #27 Litchfield School District
School Calendar 04-05 - SB Approved 3/24/04

REVISED CALENDAR
1/18/05

	MON	TUE	WED	THU	FRI
AUGUST	X	X	X	X	X
<i>School Closed</i>	X	X	X	X	X
0	X	X	X	X	X
1 TW	X	TW			
SEPTEMBER			TW	TW	X
	XX	7	8	9	10
18	13	14	15	16	17
2 TW	20	21	22	23	24
	27	28	29	30	
OCTOBER					1
	4	5	6	7	8
20	XX	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29
NOVEMBER	1	2	3	4	5
	8	9	10	XX	12
18	15	16	17	18	19
	22	23	XX	XX	XX
	29	30			
DECEMBER			1	2	3
	6	7	8	9	10
17	13	14	15	16	17
	20	21	22	23	XX
	X	X	X	X	XX
JANUARY	TW	TW	5	S	7
	10	11	12	13	14
18	XX	18	19	20	21
2 TW	24	25	26	27	28
	31				

	MON	TUE	WED	THU	FRI
FEBRUARY		1	2	3	4
	7	8	9	10	11
19	14	15	16	17	18
	21	22	23	24	25
	X				
MARCH		X	X	X	X
	7	8	9	10	11
18	14	15	16	17	18
1 TW	TW	22	23	24	25
	28	29	30	31	
APRIL					1
	4	5	6	7	8
16	11	12	13	14	15
	18	19	20	21	22
	X	X	X	X	X
MAY	2	3	4	5	6
	9	10	11	12	13
21	16	17	18	19	20
	23	24	25	26	27
	XX	31			
JUNE			1	2	3
	6	7	8	9	10
15	13	14	15	16	GR
1 TW	20	21	22	TW	24
	X	X	X	X	

TW = No school for students, but school for teachers
X = No school for students and teachers
XX = District schools and offices closed
S = Snow Day
GR = Graduation 6:00pm

Sept - Jan: 91 school days

<i>In-service Days (TW)</i>	Aug	31	Sep	1	2
Labor Day	Sep	6			
1st Day of School	Sep	7			
Columbus Day	Oct	11			
Veteran's Day	Nov	11			
Thanksgiving Recess	Nov	24	25	26	
Holiday Recess	Dec	24th through	Jan 4th		
<i>In-service Days (TW)</i>	Jan	3	4		
Martin Luther King Day	Jan	17			
Winter Recess	Feb	28	1-Mar	2	3
				4	

Please Mark your Calendar:
Deliberative Session February 5, 2005 - 2:00pm

Feb - Jun: 89 school days

<i>In-service Day (TW)</i>	Mar	21			
Spring Recess	Apr	25	26	27	28
Memorial Day	May	30			
Revised Last Day (tentative) for Students				June	22
<i>In-service Day (TW)</i>	June	23			
180 Total Student School Days					
190 School, Snow, & TW Days					
SNOW DAYS WILL BE MADE UP AT THE END OF					
THE SCHOOL YEAR IN JUNE (before the TW Day)					

Please Mark your Calendar:
Voting Day March 8, 2005

2/2/2005

School Calendar

LITCHFIELD SCHOOL DISTRICT

ENROLLMENT - PROJECTIONS ELEMENTARY

Grade	Enrolled October 1, 2003	Enrolled October 1, 2004	Projected September 2005
1	141	153	151
2	126	137	150
3	136	128	141
4	130	141	131
Total	<u>533</u>	<u>559</u>	<u>573</u>

ENROLLMENT - PROJECTIONS MIDDLE SCHOOL

Grade	Enrolled October 1, 2003	Enrolled October 1, 2004	Projected September 2005
5	148	134	143
6	144	153	137
7	152	145	153
8	153	156	150
Total	<u>597</u>	<u>588</u>	<u>583</u>

ENROLLMENT - PROJECTIONS HIGH SCHOOL

Grade	Enrolled October 1, 2003	Enrolled October 1, 2004	Projected September 2005
9	135	147	149
10	112	135	146
11	110	109	133
12	128	106	105
Total	<u>485</u>	<u>497</u>	<u>533</u>

Combined
Totals

1615

1644

1689

**LITCHFIELD SCHOOL DISTRICT
DELIBERATIVE SESSION
February 7, 2004
The State of New Hampshire**

Time, Place:

The meeting was called to order at 1:07 p.m. in the Campbell High School auditorium.

Present:

Mr. John G. Regan, Moderator presiding
School Board members: Mr. Geoff Westervelt, Chairman; Mr. Dick Rafferty, Vice-Chairman; Mrs. Cynthia Couture (also Budget Committee representative) and Mr. Stephen Graveline

Superintendent of Schools, Ms. Catherine M. Hamblett; Director of Special Services, Ms. Ronda Gregg; Business Administrator, Ms. Teri Blouin; Director of Curriculum and Instruction, Mrs. Joyce Choate; Technology Coordinator, Mr. Adam Steel

Campbell High School Principal, Mr. Christopher George;
Litchfield Middle School Principal, Mr. Martin ("Bo") Schlichter;
Griffin Memorial School Principal, Dr. Linda Scott

Budget Committee members: Mrs. Laurie Ortolano, Chairman; Mr. Ralph Boehm, Vice-Chairman; Mr. John Caynon; Mr. Frank Byron (also Selectmen's representative) and Mr. John Devereaux.

Ballot clerks:

Ms. Joan McKibben, Ms. Bertha Mieczkowski, Ms. Kathleen Algeo,
Ms. Corlyn Yusuf and Ms. Ellen Chasse

Mr. Regan invited members to participate in the Pledge of Allegiance.

Mr. Regan introduced Mr. Geoff Westervelt, who introduced the Superintendent and Board members. Mr. Regan introduced Mrs. Ortolano, Chairman of the Budget Committee. Mrs. Ortolano introduced Budget Committee members and noted that Mr. Spencer and Mr. Lemire were unable to attend this afternoon's meeting.

Mr. Regan reviewed the Moderator's rules and protocol for the Deliberative Session according to State law. Mr. Regan introduced Mr. Phil Reed, Vice Moderator.

Note: The order of business of the Deliberative Session was sometimes conducted out of the warrant articles' numeric sequence. Recording activity in chronological order would make the minutes difficult to follow; therefore, the articles will be listed, with action taken thereon, in the order in which they were listed on the warrant.

ARTICLE 1

Shall the Litchfield School District vote to raise and appropriate the sum of fifteen million, five hundred fifty-eight thousand, five hundred fifty dollars (\$15,558,550.00) for the construction, furnishing and original equipping of a new elementary school, and to authorize the issuance of not more than fifteen million, five hundred fifty-eight thousand, five hundred fifty dollars (\$15,558,550.00) of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon and to take all other necessary action in connection therewith; and to further raise and appropriate the sum of four hundred sixty thousand, ninety-eight dollars (\$460,098.00) for the first year's payment of interest on the bond?

*Recommended by the School Board
Three-fifths (3/5) ballot vote required.*

Recommended by the Budget Committee

Mrs. Couture addressed Article 1. She introduced Mr. Dan Cecil of Harriman Associates to address the new elementary school. Mr. Cecil reviewed the site plan to include traffic patterns, parking, play fields, service and emergency entrances, and building orientation. He then reviewed the conceptual floor plan. He noted that the original plan called for a 92,000 square foot building, but after many meetings, the size had been reduced by about 5,000 square feet. He reviewed the placement and rationale of administrative, core and classroom spaces. He also noted where the kindergarten classrooms would be should the voters elect to pass the article for kindergarten in 2006.

Mrs. Couture explained the rationale for the new elementary school and the subsequent phases the voters could expect, addressing issues at Griffin Memorial School and overcrowding at the high school and middle school.

Amendment #1

Mrs. Couture made the motion to amend Article 1 to read: "Shall the Litchfield School District vote to raise and appropriate the sum of fourteen million, two hundred eight thousand, seven hundred thirty dollars (\$14,208,730.00) for the construction, furnishing and original equipping of a new elementary school, and to authorize issuance of not more than fourteen million, two hundred eight thousand, seven hundred thirty dollars (\$14,208,730.00) of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon and to take all other necessary action in connection therewith; and to further raise and appropriate the sum of three hundred eighty

thousand, five hundred seventy-seven dollars (\$380,577.00) for the first year's payment of interest on the bond?"

Mr. Boehm seconded the motion.

Mrs. Couture explained the decrease in the warranted amount attributable to the reduction in square footage and septic system analysis. She also noted the calculation on a 20-year bond.

Mr. Louis Framarini of 5 Leary Drive had questions about open space and the cross-country loop.

Mr. Doug Orlando, 8 Pilgrim Drive, commented that there should be a healthy environment for our students in the schools and noted that the town didn't want the building for their employees because of the unhealthy environment.

Ms. Maureen Halligan of 11 Center Street asked about input from the Planning Board and Conservation Committee. Ms. Hamblett noted that neither group has made comment, but several members of the Planning Board and Conservation Committee walked the site of the proposed new building.

Ms. Mary Ann Geist, 7 Center Street, addressed the Budget Committee with several concerns. She asked if a \$14 million bond was a reasonable tax impact to the community. She requested that members tell how and why they voted. She felt that the proposal was a big hit to the taxpayers.

Mrs. Ortolano commented as the Budget Committee Chair. She noted that their decision was made under serious time constraints. She stated that the vote was close; with three 'no' votes and five 'yes' votes. She stated that she voted 'no' for a number of reasons including time constraints, square footage requirements and lack of information regarding a solution to the issues at GMS.

Mr. Ralph Boehm, Vice-Chair of the Budget Committee explained his 'yes' vote. He noted that he was also a member of the Building Subcommittee. He stated that this committee worked hard to make sure that the costs were as low as possible. He stated that the Building Subcommittee would continue to work to keep costs low. He felt that waiting longer would cost the taxpayer more money.

Mr. John Devereaux, Budget Committee member, also stated his support for the article. He stated that the new school was long overdue. He further noted that the Budget Committee was unanimous in the conclusion that there was a need for the school. He noted that he was not overly concerned about Phase II, the solution to GMS issues, as there will most likely be many changes between now and when the renovation or razing of GMS would be addressed.

Mr. Frank Byron, Budget Committee member and Selectmen's representative, stated that he supported the school reluctantly. He stated concern about the water issues and renovation costs at Griffin Memorial School, but also expressed concern about the lack of information

regarding the proposed school. He stated that putting it forward to the voters for their decision was appropriate.

Mr. John Caynon, Budget Committee member, stated that he voted 'no' because, as an elected official, it was his obligation to keep the money in the pockets of the taxpayer. He felt the proposal was too expensive.

Mrs. Couture, School Board representative to the Budget Committee and Chairman of the Building Subcommittee, voiced her support for the proposed new school.

Mr. Stephen Seabrook, 18 Bear Run Drive, commended the committees working on the new school and felt they presented a cost-effective program. He stated that he felt there was little doubt that there is a need for a new school. He questioned if relocating the SAU offices and moving the 5th grade out of LMS to GMS will reduce or increase the operating budget. Mrs. Couture stated that additional staff for GMS would cost the district approximately \$100,000, but the discontinued use of portables would be a savings of about \$50,000 with a net increase of approximately \$50,000.

Mr. Seabrook also inquired about the impact of the State tax reassessment on the bond. Mrs. Couture noted that it is based on the current assessment. Mr. Boehm added that revaluation would not have an impact.

Mr. Dick Rafferty, 33 Century Lane, stated that it was the best plan possible and the next year should be used to fine tune costs and programming

Mr. Sam Hopp of 21 Newstead Street asked about this as the last year for 30% reimbursement in aid from the State for school construction.

Mrs. Couture clarified that the building aid formula will change; restrictions on the amount of reimbursement based on square footage will be formulated with a ceiling for what the State deems as an appropriate size for a building.

Mr. Geoff Westervelt, School Board Chairman and Building Subcommittee member, voiced his support. He stated that engineering studies had shown that the costs for fixing the issues at Griffin Memorial School would be prohibitive. He stated that the Space Needs Committee and other experts evaluated GMS carefully and recommended razing the school. The Building Subcommittee, comprised of over 20 people, also discussed the issues at GMS. He stated his belief in the consensus of the various committees and community forums.

Mr. Stephen Graveline, School Board member, stated that he had serious questions about Phase II and the situation for the fifth graders. He commented that after the Board and other committees looked at all the options and different scenarios of what could be done, this was the best solution. He noted that as the town grows, so do the costs of maintaining it.

Mrs. Laurie Ortolano, 16 Martin Lane, stated concerns about enrollment projections and class sizes as it relates to the space required for the new school and the renovation of Griffin Memorial School.

Ms. Jean Picard, 14 Mayflower Drive, felt there was urgency for a new school. She asked what would happen if this article did not pass. She felt the community has known about these issues for over a year.

Mrs. Couture responded that the School Board couldn't advocate for the school; they can only provide information. She stated that the citizens must promote the school. She stated that if the warrant article failed, the Board would return next year with the same warrant article.

Ms. Jolene Lebel of 7 Naticook Avenue inquired about taking additional time to solve the issues so that the Budget Committee and others are comfortable with the proposed solution. She raised a concern that rushing the solution may mean losing the warrant article.

Mrs. Couture responded to her concerns. She explained the process of budget hearings and deliberative sessions. She noted that the cost in the warrant is a 'not to exceed' cost and that reductions are possible; she noted that the next six months will be spent itemizing costs.

Mr. Westervelt stated that the process for this proposed school was different than the Campbell High School project.

Ms. Dorothy Joki, Cutler Road, questioned the class sizes as being too low. She felt 30-35 students in first grade as acceptable. She also questioned what was wrong with Griffin Memorial School that could not be fixed.

Mrs. Couture addressed her concerns.

Mrs. Susan Seabrook, 18 Bear Run Drive, stated that she was a member of the Building Subcommittee. She commented that she felt that the committee was very conservative regarding costs of the proposed new school building.

Mr. Raymond Lebel of 7 Naticook Avenue asked about fitting the fifth grade into the new building.

Mr. Philip Reed, 7 Forest Lane, complimented all the people putting so much effort in the proposal. He stated that he felt the community should not morally or economically procrastinate taking care of these issues. He noted that he had no children in the school system at this time, but was sure there were others who had no children when his children were small sharing the expense of their education. He further stated that his largest asset was his home and its value was dependent in large part on the value of the school district. He felt the community owed it to its children to provide them a decent place to be educated and a healthy environment for them and the educators. He stated that every decision could be second-guessed; a unanimous decision was not realistic.

Ms. Mary Ann Geist, 7 Center Street, asked about the large clock tower in the new building design.

Mr. Cecil of Harriman Associates stated that it was included because the school is an important civic building. He stated that it was a very common addition to a school building. He noted that it was not specifically budgeted. The decision to incorporate the clock tower in the building had not been made.

Ms. Geist asked about staffing when the fifth grade was moved to Griffin Memorial School.

Ms. Hamblett addressed her question. She explained several scenarios. She noted that the fifth grade would be under the supervision of the Principal at Litchfield Middle School. The SAU office would be in the building so only a head teacher would be necessary for administration within the building. She stated an LPN and a library aid would be on-site. Instruction of Unified Arts and the lunch program was still in preliminary discussion.

Mr. Timothy Wade, 11 Bear Run Drive, moved to close the question in Article 1. Ms. Heather Tibbitts seconded. The motion carried by majority voice vote.

The motion to amend Article 1 passed by majority voice vote.

ARTICLE 1 (as it will appear on the ballot)

Shall the Litchfield School District vote to raise and appropriate the sum of fourteen million, two hundred eight thousand, seven hundred thirty dollars (\$14,208,730.00) for the construction, furnishing and original equipping of a new elementary school, and to authorize issuance of not more than fourteen million, two hundred eight thousand, seven hundred thirty dollars (\$14,208,730.00) of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon and to take all other necessary action in connection therewith; and to further raise and appropriate the sum of three hundred eighty thousand, five hundred seventy-seven dollars (\$380,577.00) for the first year's payment of interest on the bond?

*Recommended by the School Board
Three-fifths ballot vote required*

Recommended by the Budget Committee

ARTICLE 2

Passage of this article shall override the ten (10) percent limitation imposed on this appropriation due to the non-recommendation of the Budget Committee.

Shall the Litchfield School District, based on state approval of the kindergarten construction grant application, implement a kindergarten program opening no later than the fall of 2006 and raise and appropriate the sum of one million, one hundred thirty-five thousand, five hundred twenty-four dollars (\$1,135,524.00) for the construction, furnishing and original

equipping of a four room kindergarten addition and authorize the issuance of not more than two hundred eighty-three thousand, eight hundred eighty-one dollars (\$283,881.00) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33); and accept eight hundred fifty-one thousand, six hundred forty-three dollars (\$851,643.00) in reimbursement under the New Hampshire Kindergarten Grant Program; and authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon and to take all necessary action in connection therewith; and further to raise and appropriate the sum of six thousand, four hundred three dollars (\$6,403.00) for the first year's payment on the bond? The cost to the taxpayers after reimbursement is two hundred eighty-three thousand, eight hundred eighty-one dollars (\$283,881.00).

*Recommended by the School Board Not Recommended by the Budget Committee
Three-fifths (3/5) ballot vote required.*

Mrs. Couture addressed Article 2.

Ms. Renee Vinskus, 5 Cranberry Lane, asked what would happen to the kindergarten program if Article 1 failed.

Mrs. Couture stated that State funding of 75% reimbursement for construction costs would be lost, as the district would lose its place in line for the funding.

Mr. Bob Desmarais, 16 Rookery Way, asked about the building limitations for fifth grade when kindergarten was included. He asked about building a school for first through fifth grade.

Mr. Cecil addressed the septic system limitation. Mrs. Couture noted that the four-classroom addition proposed for kindergarten would not hold a fifth grade class; more space would be required. She also stated that feedback from the community indicated their preference for two smaller schools rather than one large school.

Ms. Jean Picard, 14 Mayflower Drive, asked about the probability of State mandated kindergarten. She noted that construction and implementation of a kindergarten program while aid was available was an obvious decision.

Ms. Hamblett stated that she could not anticipate the State legislature; however, the State was in the process of revising minimum standards, only 18 school districts in the State did not have public kindergarten and national attention was moving to implement public preschool. Ms. Hamblett also noted that State aid would be available to offset operating costs.

Mr. Stephen Seabrook, 18 Bear Run Drive, questioned the Budget Committee Chair about the Committee's decision to not recommend kindergarten.

Mrs. Ortolano stated that the vote was 6-1 to not support kindergarten. She stated that it was felt by members that four classrooms at GMS could easily be used to implement a kindergarten program. The committee felt it was an expense that the community could not afford given all

the other proposed articles in addition to the ongoing operating costs for kindergarten of approximately \$250,000 for teachers and supplies.

Ms. Lisa Bonneau, 18 Greenwich Road, commented that children entering first grade in the community came from approximately 30 different programs. She felt that teachers must spend the better part of that first year evaluating students and getting them to the same level. She felt public kindergarten would make first grade more effective for teaching.

Mrs. Couture spoke to Mrs. Ortolano's remarks about kindergarten operating costs. She noted that State funding would be available for operating costs, making the burden smaller for the community.

Mrs. Susan Seabrook, 18 Bear Run Drive, asked the Budget Committee about their opinion regarding the State funding for operating costs and the impacts associated with children coming from different programs.

Mrs. Ortolano stated that the Budget Committee did not have information presented to them regarding State aid for operating costs. She noted that the primary issue of the Budget Committee was the utilization of Griffin Memorial School for the program.

Ms. Raelynn Martin, 38 Pilgrim Drive, stated New Hampshire as the only state in the nation without public kindergarten. That and the \$850,000 in reimbursement seemed to her an easy decision to support kindergarten.

Ms Penny Shupe, 8 McQuesten Circle, stated that as a resident and staff member at Griffin Memorial School, she supported public kindergarten.

Ms. Marilyn Wade, 11 Bear Run Drive, felt clarification was needed about the space at Griffin Memorial School. She stated that, as a member of the Space Needs Committee, it was concluded that any additional money should not be used to renovate or adapt space at Griffin Memorial School.

Mr. Timothy Wade made the motion to close the discussion on Article 2. Ms. Tibbitts seconded the motion. The motion carried by majority voice vote.

Article 2 stands as written.

ARTICLE 3

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling fourteen million, three hundred ninety-eight thousand, nine hundred sixty-one dollars (\$14,398,961.00)? Should the article be defeated, the operating budget shall be fourteen million, five hundred forty-five thousand, six hundred nine dollars (\$14,545,609.00)

which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

Not Recommended by the School Board Recommended by the Budget Committee

Mr. Westervelt addressed Article 3. He reminded the voters that last year the State clarified that Budget Committee number would be the number brought forward to the voters. He noted that the Budget Committee number is \$150,000 less than the default number. He further noted that the default number is the number required to hold the status quo. He felt that the district could not maintain services with this as its operating budget. This is why the voters will see that that this article is not recommended by the School Board and recommended by the Budget Committee.

Amendment #1

Mr. Westervelt made the motion to amend Article 3 to increase the operating budget to \$14,408,961.00.

Mr. Westervelt stated that this increase represents a \$10,000 increase to cover the cost of increasing the height of the furnace chimneys at Campbell High School to alleviate back draft. He stated that, on occasion, the building needed to be evacuated because of the back draft of CO2 gas in the building.

There was no further discussion.

A secret ballot was requested, with the appropriate signatures, on Article 3. The Moderator instructed voters to use yes/no ballot #20.

Yes: 77
No: 23
Invalid: 1

The motion, as amended, passed by secret ballot vote.

Mrs. Susan Seabrook, 18 Bear Run Drive, questioned a possible reduction in staff.

Mrs. Couture noted that part of the justification was the reduction of a third and fifth grade teacher, a special education teacher and the Curriculum Director.

Mrs. Susan Seabrook asked the Board to elaborate on how the proposed operating budget effects education.

Mr. Westervelt noted that those reductions are based on discussions about how the Budget Committee came to their bottom line. However, he noted that the sitting School Board would

determine how to deal with the operating budget. He stated that the Board will makes its determinations with the least impact to students as possible, but choices will have to be made. It is possible that third and fifth grade class sizes will be increased.

Amendment #2

Mr. Rafferty, 33 Century Lane, made the motion to increase the operating budget by \$58,000 to \$14,466,961.00 to cover salary and benefits for a part-time Curriculum Director. Mr. Westervelt seconded.

Mr. Rafferty stated this as an existing position when the Hudson School District separated from the Litchfield School District. Litchfield had 20% of the services of the previous Hudson/Litchfield School District curriculum director. He stated that after the separation, Litchfield did not have this position. He noted that this position is important to make sure that grades 1-12 are aligned and that teaching is supported at all levels.

Mr. Westervelt supported this amendment. He felt this position is a critical position to the district. He stated that the Curriculum Director not only aligns curriculum, but also evaluates and analyzes test results to better service the students. This position can solve weaknesses in curriculum, provide staff development and write grants.

Mr. Boehm noted that the community did not support a curriculum director, but the School Board hired one anyway

Ms. Penny Shupe, McQuesten Circle, stated her support of this position.

Ms. Lee Hopp, 21 Newstead Street, noted that the discussion at the deliberative session concerning the curriculum director took place close to midnight last year after most parents had to leave.

Mr. Timothy Wade moved to close discussion on this amendment to Article 3. Mr. Rafferty seconded. The motion carried by a majority voice vote.

Yes: 57

No: 39

The motion, as amended, passed by secret ballot vote.

Ms. Heather Tibbitts made the motion to amend Article 3 to increase the operating budget to \$14,555,610.00. Mr. Rafferty seconded the motion.

Ms. Heather Tibbitts, 17 White Street, noted that this increase was \$1.00 over the default plus the \$10,000 for the chimney exhaust.

Mr. Timothy Kearns of 1 Brickyard Drive felt the motion was not appropriate.

Mr. Dick Rafferty, 33 Century Lane, stated that the default was the minimum the school district required for a quality education.

Mr. Boehm noted that there had been no discussion regarding the compilation of the default number. He also stated that the operating budget proposed was an increase of \$3 on the tax rate whereas the budget proposed by the School Board reflected a \$5 increase on the tax rate.

Mr. Westervelt explained how the default number was calculated. He stated that the calculation of the default budget is clearly defined by law.

Mr. John Travis, 2 Center Street, addressed the differences in the operating budget versus the default budget and the amendment to the article.

Mrs. Ortolano commented that issues about the default budget are immaterial because the Budget Committee and the public do not see it.

Ms. Lisa Bonneau, 18 Greenwich Road, felt programs would be cut for students. She stated that the library had many empty shelves. She felt money was needed for the schools.

Mr. Caynon felt it important to realize that there was a default budget last year; however, money was found for music and football that could have been used for the library. He stated that the Board felt there were more important things than others.

Mr. Stephen Graveline reiterated that the proposed operating budget is a bottom line budget. He presented an overview on the per pupil costs for the state, Litchfield and surrounding towns. He noted that Litchfield spends much less per pupil than surrounding towns.

Mr. Sam Hopp, 21 Newstead Street, commented that the article was confusing. He noted that it seemed reasonable that the operating budget be in line with the default budget.

Mr. John Caynon, 30 Cardinal Lane, stated his opposition to the proposed amendment. He felt there was excessive spending, especially on software and accounting software. He asked if Litchfield was also below State average for academic achievement.

Mr. Graveline stated that an analysis of academic achievement versus per pupil costs was not done.

Mrs. Couture noted that under the No Child Left Behind Law, the Litchfield School District did not meet adequate yearly progress in the area of special education.

Ms. Maureen Halligan, 11 Center Street, felt the handful of residents at this session was not a true representation of the voters. She noted that the Board spent money on programs that the voters specifically voted against.

Mrs. Ortolano addressed academic achievement as it relates to class sizes. She stated that Griffin Memorial School test scores were in the top 25% in the state and the middle schools

scores were on the rise. She acknowledged that the high school scores were weak, but class size was not the issue. She did not feel there was a correlation between per pupil costs and academic achievement.

Mr. Timothy Wade made the motion to close the discussion on Amendment #3 to Article 3. There was a second to the motion from the floor. The motion carried by majority voice vote.

The Moderator instructed voters to use yes/no ballot #13.

Yes: 36

No: 50

The motion to amend the operating budget from \$14,466,961.00 to \$14,555,610.00 failed by secret ballot vote.

ARTICLE 3 (as it will appear on the ballot)

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling fourteen million four hundred sixty-six thousand, nine hundred sixty-one dollars (\$14,466,961.00)? Should the article be defeated, the operating budget shall be fourteen million, five hundred forty-five thousand, six hundred nine dollars (\$14,545,609.00) which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

Not Recommended by the School Board Recommended by the Budget Committee

[At its meeting on February 11, 2004, members of the Litchfield School Board adjusted the default number by \$10,048.00 for a new total of \$14,555,657.00.]

ARTICLE 4

Shall the Litchfield School District vote to approve the cost item included in the collective bargaining agreement reached between the Litchfield School District and the Litchfield Education Association which calls for the following increases in salaries and benefits: Year 2004-05, estimated increase two hundred sixty-nine thousand, four hundred eighty-three dollars (\$269,483.00); Year 2005-06, estimated increase two hundred fifty-six thousand, four hundred eighteen dollars (\$256,418.00); and further to raise and appropriate the sum of two hundred sixty-nine thousand, four hundred eighty-three dollars (\$269,483.00) for the 2004-2005 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year?

Mr. Graveline addressed Article 4. He explained the process of the negotiations. He complimented the teachers' union for their efforts. He noted that the Budget Committee supported the agreement.

There was no discussion from the floor.

Article 4 stands as written.

The Moderator recognized Mrs. Ortolano for some brief comments.

Mrs. Ortolano asked the community to recognize Mr. Bill Spencer of the Budget Committee. She stated that Mr. Spencer had chosen not to run for Budget Committee this year. She stated that many thanks go to him for his many years of service to the community. She stated that she had the pleasure to work with him and had a deep respect for him and the tremendous job he has done for the town and schools financially. Meeting members applauded Mr. Spencer's contribution to the community.

Mrs. Ortolano also noted that she would resign her position on the Budget Committee effective March 9th. She stated that the seat would be open for a one-year term and hoped that someone would like to participate in the financial issues of the community.

The Moderator also recognized Mr. Boehm for a presentation on revaluation and tax rates.

Mr. Boehm presented an overview of the tax rates and State revaluation. He noted that in general, one-third of the homeowners would see an increase in their taxes, one-third of the homeowners would see a reduction in their taxes and one-third would remain the same. Mr. Boehm answered some questions posed by the voters.

ARTICLE 5

Shall the Litchfield School District, if Article 4 is defeated, authorize the Litchfield School Board to call one special meeting, at its option, to address Article 4 cost items only?

Ms. Hamblett noted that passage of this article would allow the renegotiation of the teachers' contract should the voters fail to pass Article 4.

There was no discussion.

Article 5 stands as written.

ARTICLE 6

Shall the Litchfield School District vote to raise and appropriate the sum of forty-nine thousand, eight hundred fifty-eight dollars (\$49,858.00) for the purpose of funding salary and benefits for a full-time English teacher at Campbell High School?

Recommended by the School Board

Recommended by the Budget Committee

Mr. George, Principal at Campbell High School, addressed the article. He noted that class sizes are extremely high and this position is the highest priority for Campbell High School.

There was limited discussion regarding this article.

Article 6 stands as written.

ARTICLE 7

Shall the Litchfield School District vote to raise and appropriate the sum of twenty-eight thousand, six hundred fifty-one dollars (\$28,651.00) for the purpose of funding a half-time music teacher at Campbell High School?

Recommended by the School Board

Not Recommended by the Budget Committee

Mr. George addressed Article 7. He noted that this position is necessary because of increased enrollment and increased student interest. Current classes are limited and many students are declined the opportunity to participate in some music courses. He stated that the music teacher at Campbell has more than the three contractual class preparations and is teaching approximately 150 students each semester.

There was no discussion from the floor.

Article 7 stands as written.

ARTICLE 8

Shall the Litchfield School District vote to raise and appropriate the sum of fifteen thousand, nine hundred twenty-six dollars (\$15,926.00) for the purpose of funding salary and benefits for a library paraprofessional at Campbell High School?

Recommended by the School Board

Recommended by the Budget Committee

Mr. George also addressed this article. He stated that passage of this article would allow the library to be open additional hours to accommodate needs of students and the community. He noted that this position would be helpful to the accreditation process.

Mrs. Seabrook, 18 Bear Run Drive, asked if the paraprofessional would be there everyday after school.

Mr. George stated yes.

Mrs. Couture pointed out that the Student Representative to the Board felt strongly about this article. Access to the library after school would be helpful to many students. Students have access to the library only during limited periods of the day because of their schedules.

There was no further discussion.

Article 8 stands as written.

ARTICLE 9

Shall the Litchfield School District vote to raise and appropriate the sum of forty-seven thousand, eighty-one dollars (\$47,081.00) for the purpose of funding salary and benefits for a second grade teacher at Griffin Memorial School?

Recommended by the School Board

Recommended by the Budget Committee

Dr. Linda Scott addressed this article. She noted that this position is critical to meet the demands of increased enrollment.

There was no discussion.

Article 9 stands as written.

ARTICLE 10

Shall the Litchfield School District vote to raise and appropriate the sum of forty-seven thousand, eighty-one dollars (\$47,081.00) for the purpose of funding salary and benefits for a first grade teacher at Griffin Memorial School?

Recommended by the School Board

Not Recommended by the Budget Committee

Mrs. Couture addressed Article 10 and stated that registration is anticipated to surpass projected enrollment.

There was limited discussion on this warrant article.

Article 10 stands as written.

ARTICLE 11

Shall the Litchfield School District vote to raise and appropriate the sum of sixty-three thousand, two hundred dollars (\$63,200.00) for the purpose of replacing obsolete and unusable computers to be installed in classrooms for instructional use?

Recommended by the School Board

Recommended by the Budget Committee

Mr. Adam Steel, Technology Coordinator for the district, addressed Article 11. He outlined the status of the buildings. He stated that Griffin Memorial School and Litchfield Middle School have many computers older than five years old. He stated that Campbell is in good shape for the time being. He stated computer technology as central to the importance of education; it helps to improve reading, writing and math skills. He noted that computer literacy is essential for college as well as career opportunities.

Mr. Caynon noted the Budget Committee's support of this warrant article. He stated that Mr. Steel kept costs at a low level.

Mr. Steven Pitcher, 23 Martin Lane, stated that he had helped to set up the networks. He felt many of the computers in the district were obsolete. He noted his support of the article.

There was no further discussion.

Article 11 stands as written.

ARTICLE 12

Shall the Litchfield School District vote to raise and appropriate the sum of twenty-four thousand, one hundred twenty dollars (\$24,120.00) for the purpose of funding salary and benefits to expand the position of part-time computer literacy teacher at Litchfield Middle School to full-time for the Litchfield School District?

Recommended by the School Board

Not Recommended by the Budget Committee

Mr. Schlichter, Principal of Litchfield Middle School addressed Article 12. He stated that passage of this article would expand the computer literacy program to more students. Currently the computer literacy program services all the sixth grade students, but would like to be able to offer it to some eighth grade students as well. Students taking computer literacy at the middle school level will be able to take more advanced courses at the high school. Computer literacy is a course requirement for graduation and can be attained at the middle school level.

There was no discussion regarding the article.

Article 12 stands as written.

ARTICLE 13

Shall the Litchfield School District vote to raise and appropriate the sum of eight thousand, forty-one dollars (\$8,041.00) for the purpose of funding a half-time clerical special education position for the Litchfield School District?

Recommended by the School Board

Not Recommended by the Budget Committee

Mrs. Ronda Gregg, Director of Special Services, addressed this article. She stated that teachers are not able to give the level of support to students they would like because of paperwork. Clerical support would allow teachers to focus more on the students. She noted that passage of this article would benefit all students, not just special education.

Mr. Westervelt noted his support of this article.

There was no further discussion.

Article 13 stands as written.

ARTICLE 14

Shall the Litchfield School District vote to raise and appropriate the sum of twenty thousand, two hundred thirty-six dollars (\$20,236.00) for the purpose of funding a 3/5-computer assistant for the Litchfield School District to meet the district's needs in computer technology?

Recommended by the School Board

Recommended by the Budget Committee

Mr. Steel addressed the article. He stated that some programs couldn't begin because the staff is too small. Web hosting and adult literacy are examples of things the district would like to offer the community. Computer maintenance for all three buildings is also very difficult with the limited staff.

Mr. Steven Pitcher, 23 Martin Lane, stated that he has spent time in all three schools and knows that one person is not enough to handle the computer technology in the district. He felt this position was definitely needed.

Mrs. Susan Seabrook, 18 Bear Run Drive, asked about the physical location of additional computer technology staff.

Mr. Steel felt that this person would rotate through all three schools as he does in the Technology Coordinator position.

There was no further discussion.

Article 14 stands as written.

ARTICLE 15

Shall the Litchfield School District vote to raise and appropriate the sum of forty-nine thousand, eight hundred fifty-eight dollars (\$49,858.00) for the purpose of funding salary and benefits for a school-to-work counselor at Campbell High School?

Recommended by the School Board

Recommended by the Budget Committee

Mrs. Gregg addressed Article 15. She stated that this position was not a special education position. She noted that this position will enable Campbell High School to offer students an opportunity to receive work-study credits, in-house G.E.D. instruction and would meet requirements outlined in the Special Education Study. She noted some opportunities for students to include job shadowing, internships and forging of business partnerships. Passage of this article will greatly benefit the needs of all students at Campbell High School, but particularly those at-risk. The School Board and Budget Committee support this article.

There was no discussion.

Article 15 stands as written.

ARTICLE 16

Shall the Litchfield School District vote to establish a capital reserve fund under the provisions of RSA 35:1-b for the purpose of educating educationally disabled children and raise and appropriate the sum of up to fifty thousand dollars (\$50,000.00) to be placed in this fund, with such amount to be funded from the year-end undesignated fund balance available on July 1 and to designate the School Board as agents to expend?

Recommended by the School Board

Recommended by the Budget Committee

Mrs. Gregg addressed the article. She noted that in the last three years more money was expended than anticipated. Unanticipated increases occur when a special education student moves into the district that has severe needs as an example. She also commented on the increase in the number of students in the juvenile court system. The costs associated with the placement of special needs students are the responsibility of the taxpayer.

Mr. Boehm noted that it would not affect the tax rate until next year, but only if there was a fund balance available. He stated that this reserve fund helps in attempting to budget unanticipated expenditures.

There was no further discussion.

Article 16 stands as written.

ARTICLE 17

Shall the Litchfield School District vote to establish a capital reserve fund under the provisions of RSA 35:1-b for the purpose of funding capital improvements, building maintenance and repair; and raise and appropriate the sum of up to fifty thousand dollars (\$50,000.00) to be placed in the fund, with such amount to be funded from the year-end undesignated balance available on July 1 and to designate the School Board as agents to expend?

Recommended by the School Board Not Recommended by the Budget Committee

Mr. Rafferty addressed Article 17. A capital reserve fund for capital improvements would cover catastrophic costs associated with maintenance and repair not covered by insurance. This fund would also alleviate the strains placed on the normal operating budget. The Town of Litchfield currently has a capital reserve fund. Mr. Rafferty noted the HVAC issues at the Litchfield Middle School as an example of why such a fund would be valuable.

Mr. Boehm noted that history did not support the necessity for a capital reserve fund. He noted that insurance typically covered unanticipated repairs.

Mr. John Regan, 9 Chase Brook Circle, asked which fund is chosen if there is an undesignated fund balance.

Attorney Gordon Graham, counsel for the district, advised that funding be placed in the order as it appears on the ballot.

Mr. Sam Hopp, 21 Newstead Street, stated support of this article. He felt it was a means of self-insuring.

There was no further discussion.

Article 17 stands as written.

ARTICLE 18

Shall the Litchfield School District vote to raise and appropriate the sum of thirty-eight thousand, seven hundred dollars (\$38,700.00) to provide appropriate partial fencing to the athletic fields and to provide partial stadium seating on the south athletic field at Campbell High School (partial fencing \$16,700.00; partial stadium seating \$22,000.00)?

Recommended by the School Board Not Recommended by the Budget Committee

Mr. Westervelt addressed the article. He stated that passage of this article would help to keep OHRVs from damaging sporting fields. It was a protection of the investment in the fields. Public stadium seating will allow for approximately 1/3 of the public seating needed and also allow for the collection of gate receipts at athletic activities to help fund sports programs.

Mrs. Seabrook, 18 Bear Run Drive, asked how partial fencing would keep OHRVs off the track and why not complete fencing?

Mr. Westervelt stated that partial fencing would cut off the most viable access for OHRVs; and partial fencing is all the district can afford right now. With partial fencing in place, vehicles would need to go behind homes and across land owned by the water company. Complete fencing could be addressed in future warrant articles.

Mr. Regan, 9 Chase Brook Circle, asked if the school relied on police resources to keep vehicles off the fields.

Mr. Westervelt responded yes.

There was no further discussion.

Article 18 stands as written.

ARTICLE 19

Shall the Litchfield School District authorize the Litchfield School Board to convey an easement to the proposed Cooper Older Persons Development for a water main over the school district property at Litchfield Middle School, 19 McElwain Drive, on such terms and conditions as the Litchfield School Board determines as in the best interest of the school district?

Ms. Hamblett addressed this article. She noted that there are no costs associated with this warrant article; however, citizens must approve the conveyance of an easement over school district property.

Mr. Sam Hopp, 21 Newstead Street, noted that the parties involved were very cooperative with the Planning Board regarding the emergency exit and felt it reasonable to give them equal consideration.

There was no further discussion.

Article 19 stands as written.

ARTICLE 20

Are you in favor of changing the terms of the school district clerk, moderator and treasurer from one year to three years, beginning with the terms of the school district clerk, moderator and treasurer to be elected at next year's regular school district meeting?

Mr. Graveline addressed the article. He noted consistency in the positions as the reasoning for the term update.

There was no further discussion.

Article 20 stands as written.

ARTICLE 21

Shall the Litchfield School District support the School Board in placing in the operating budget those positions, agreed to by the Budget Committee, that are needed to meet the minimum state and federal standards or to maintain services at current year levels? This is a non-binding, advisory warrant article.

Mr. Westervelt addressed the article. He reminded voters of the petitioned warrant last year asking for all new positions and equipment to be listed as separate warrant articles. If the petitioned warrant last year had been followed, the voters would see pages upon pages of warrant articles to review. He stated that Article 21 was an attempt to clarify and reach a middle ground regarding warrants. He felt that including those positions and equipment agreed to by the School Board and Budget Committee would pare down the number of warrants on the ballot. He further stated that this article was an attempt to achieve collaboration by the School Board and Budget Committee.

Mr. John Caynon, 33 Cardinal Lane, stated that the community voted 1200/400 last year to support the warrant article asking for all new positions and equipment to be warranted. Mr. Caynon does not support Article 21.

There was no further discussion.

Article 21 stands as written.

ARTICLE 22

The School Board has established a new policy on class size. The State guideline for maximum class size for grades one and two is 25 students and for grades three through five is 30 students. Previous budget recommendations have been based upon 20 students for grades one and two and 25 students for grades three through five. The new policy reduces the third grade class size from 25 to 20 students and for grades four through five from 25 to 23 students. Should the Budget Committee use these lower class sizes in preparing their school budget recommendation? This is a non-binding, petitioned warrant article.

Mrs. Susan Seabrook, 18 Bear Run Drive, expressed concerns regarding the article.

Ms. MaryAnn Geist, 7 Center Street, asked if Dr. Scott had input regarding the article.

It was noted that Dr. Scott did not have any input to this article.

The intent of the article was discussed.

Mr. Caynon asked about the determination of class sizes and making arbitrary changes. He noted that class sizes have a budgetary impact and should be put before the voters.

Mrs. Couture stated that the policies of future Boards are not predictable. She noted that this Board was following state guidelines.

There was no further discussion.

Article 22 stands as written.

The Moderator thanked all who attended and accepted a motion to adjourn. Mr. Westervelt made the motion to adjourn. Mr. Rafferty seconded the motion. The motion passed unanimously by voice vote.

A true record of the
Litchfield School District Deliberative Session

Attest:

A handwritten signature in black ink, appearing to read "Leigh Ann Stone", written over the printed name.

Leigh Ann Stone
School District Clerk

Submitted: February 16, 2004

LITCHFIELD VOTING WARRANT

March 9, 2004

The State of New Hampshire

To the inhabitants of the School District of the Town of Litchfield in the County of Hillsborough and the State of New Hampshire, qualified to vote upon district affairs:



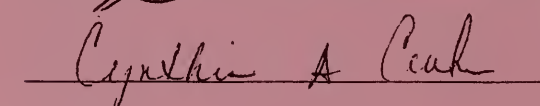
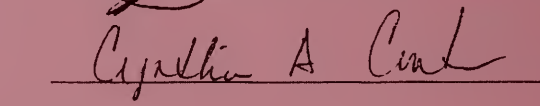

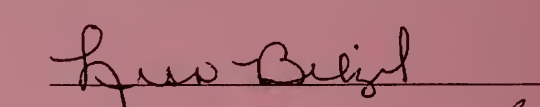


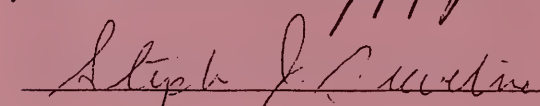
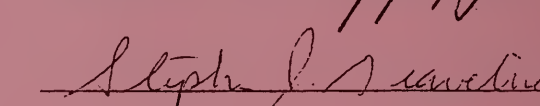
YOU ARE HEREBY NOTIFIED TO MEET AT CAMPBELL HIGH SCHOOL IN SAID DISTRICT ON TUESDAY, THE 9TH DAY OF MARCH 2004 AT 7:00 O'CLOCK IN THE FORENOON TO ACT UPON THE FOLLOWING QUESTIONS:

1. To choose a Moderator for the ensuing year.
2. To choose a Clerk for the ensuing year.
3. To choose a Treasurer for the ensuing year.
4. To choose a Member of the School Board for the ensuing three years.
5. To choose a Member of the School Board for the ensuing three years.

POLLS WILL OPEN AT 7:00 A.M. AND WILL CLOSE NO EARLIER THAN 7:00 P.M.

GIVEN UNDER OUR HANDS AT SAID LITCHFIELD THIS 11TH DAY OF FEBRUARY 2004.

True Copy of Warrant – Attest:

School Board

**LITCHFIELD
SCHOOL DISTRICT WARRANT
FIRST SESSION
February 7, 2004
The State of New Hampshire**

To the inhabitants of the School District of Litchfield, New Hampshire qualified to vote in school district affairs, you are hereby notified to meet at the Campbell High School auditorium in said district on the 7th day of February 2004 at 1:00 p.m. for the first session of the annual school district meeting, to deliberate on the following subjects and to meet again at Campbell High School in said district on the 9th day of March 2004 between the hours of 7:00 a.m. and 7:00 p.m. for the second session of the annual school district meeting to vote by official ballot upon the following subjects:

ARTICLE 1

Shall the Litchfield School District vote to raise and appropriate the sum of fourteen million, two hundred eight thousand, seven hundred thirty dollars (\$14,208,730.00) for the construction, furnishing and original equipping of a new elementary school, and to authorize the issuance of not more than fourteen million, two hundred eight thousand, seven hundred thirty dollars (\$14,208,730.00) of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon and to take all other necessary action in connection therewith; and to further raise and appropriate the sum of three hundred eighty thousand, five hundred seventy-seven dollars (\$380,577.00) for the first year's payment of interest on the bond.

*Recommended by the School Board
Three-fifths (3/5) ballot vote required.*

Recommended by the Budget Committee

ARTICLE 2

Passage of this article shall override the ten (10) percent limitation imposed on this appropriation due to the non-recommendation of the Budget Committee.

Shall the Litchfield School District, based on state approval of the kindergarten construction grant application, implement a kindergarten program opening no later than the fall of 2006 and raise and appropriate the sum of one million, one hundred thirty-five thousand, five hundred twenty-four dollars (\$1,135,524.00) for the construction, furnishing and original equipping of a four room kindergarten addition and authorize the issuance of not more than two hundred eighty-three thousand, eight hundred eighty-one dollars (\$283,881.00) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33); and accept eight hundred fifty-one thousand, six hundred forty-three dollars (\$851,643.00) in reimbursement under the New Hampshire Kindergarten Grant Program; and authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon and to take all necessary action in connection therewith; and further to raise and appropriate the sum of six thousand, four hundred three dollars (\$6,403.00) for the first year's payment on the bond. The cost to the taxpayers after reimbursement is two hundred eighty-three thousand, eight hundred eighty-one dollars (\$283,881.00).

*Recommended by the School Board
Three-fifths (3/5) ballot vote required.*

Not Recommended by the Budget Committee

ARTICLE 3

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling fourteen million, four hundred sixty-six thousand, nine hundred sixty-one dollars (\$14,466,961.00). Should the article be defeated, the operating budget shall be fourteen million, five hundred fifty-five thousand, six hundred fifty-seven dollars (\$14,555,657.00) which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

Not Recommended by the School Board

Recommended by the Budget Committee

ARTICLE 4

Shall the Litchfield School District vote to approve the cost item included in the collective bargaining agreement reached between the Litchfield School District and the Litchfield Education Association which calls for the following increases in salaries and benefits: Year 2004-05, estimated increase \$269,483.00; Year 2005-06, estimated increase \$256,418.00; and further to raise and appropriate the sum of two hundred sixty-nine thousand, four hundred eighty-three dollars (\$269,483.00) for the 2004-2005 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year?

Recommended by the School Board

Recommended by the Budget Committee

ARTICLE 5

Shall the Litchfield School District, if Article 4 is defeated, authorize the Litchfield School Board to call one special meeting, at its option, to address Article 4 cost items only?

ARTICLE 6

Shall the Litchfield School District vote to raise and appropriate the sum of forty-nine thousand, eight hundred fifty-eight dollars (\$49,858.00) for the purpose of funding salary and benefits for a full-time English teacher at Campbell High School?

Recommended by the School Board

Recommended by the Budget Committee

ARTICLE 7

Shall the Litchfield School District vote to raise and appropriate the sum of twenty-eight thousand, six hundred fifty-one dollars (\$28,651.00) for the purpose of funding a half-time music teacher at Campbell High School?

ARTICLE 8

Shall the Litchfield School District vote to raise and appropriate the sum of fifteen thousand, nine hundred twenty-six dollars (\$15,926.00) for the purpose of funding salary and benefits for a library paraprofessional at Campbell High School?

Recommended by the School Board

Recommended by the Budget Committee

ARTICLE 9

Shall the Litchfield School District vote to raise and appropriate the sum of forty-seven thousand, eighty-one dollars (\$47,081.00) for the purpose of funding salary and benefits for a second grade teacher at Griffin Memorial School?

Recommended by the School Board

Recommended by the Budget Committee

ARTICLE 10

Shall the Litchfield School District vote to raise and appropriate the sum of forty-seven thousand, eighty-one dollars (\$47,081.00) for the purpose of funding salary and benefits for a first grade teacher at Griffin Memorial School?

Recommended by the School Board

Not Recommended by the Budget Committee

ARTICLE 11

Shall the Litchfield School District vote to raise and appropriate the sum of sixty-three thousand, two hundred dollars (\$63,200.00) for the purpose of replacing obsolete and unusable computers to be installed in classrooms for instructional use?

Recommended by the School Board

Recommended by the Budget Committee

ARTICLE 12

Shall the Litchfield School District vote to raise and appropriate the sum of twenty-four thousand, one hundred twenty dollars (\$24,120.00) for the purpose of funding salary and benefits to expand the position of part-time computer literacy teacher at Litchfield Middle School to full-time for the Litchfield School District?

Recommended by the School Board

Not Recommended by the Budget Committee

ARTICLE 13

Shall the Litchfield School District vote to raise and appropriate the sum of eight thousand, forty-one dollars (\$8,041.00) for the purpose of funding a half-time clerical special education position for the Litchfield School District?

ARTICLE 14

Shall the Litchfield School District vote to raise and appropriate the sum of twenty thousand, two hundred thirty-six dollars (\$20,236.00) for the purpose of funding a 3/5 computer assistant for the Litchfield School District to meet the district's needs in computer technology?

Recommended by the School Board

Recommended by the Budget Committee

ARTICLE 15

Shall the Litchfield School District vote to raise and appropriate the sum of forty-nine thousand, eight hundred fifty-eight dollars (\$49,858.00) for the purpose of funding salary and benefits for a school-to-work counselor at Campbell High School?

Recommended by the School Board

Recommended by the Budget Committee

ARTICLE 16

Shall the Litchfield School District vote to establish a capital reserve fund under the provisions of RSA 35:1-b for the purpose of educating educationally disabled children and raise and appropriate the sum of up to fifty thousand dollars (\$50,000.00) to be placed in this fund, with such amount to be funded from the year-end undesignated fund balance available on July 1 and to designate the School Board as agents to expend?

Recommended by the School Board

Recommended by the Budget Committee

ARTICLE 17

Shall the Litchfield School District vote to establish a capital reserve fund under the provisions of RSA 35:1-b for the purpose of funding capital improvements, building maintenance and repair; and raise and appropriate the sum of up to fifty thousand dollars (\$50,000.00) to be placed in the fund, with such amount to be funded from the year-end undesignated balance available on July 1 and to designate the School Board as agents to expend?

Recommended by the School Board

Not Recommended by the Budget Committee

ARTICLE 18

Shall the Litchfield School District vote to raise and appropriate the sum of thirty-eight thousand, seven hundred dollars (\$38,700.00) to provide appropriate partial fencing to the athletic fields and to provide partial stadium seating on the south athletic field at Campbell High School (*partial fencing \$16,700.00; partial stadium seating \$22,000*)?

Recommended by the School Board

Not Recommended by the Budget Committee

ARTICLE 19

Shall the Litchfield School District authorize the Litchfield School Board to convey an easement to the proposed Cooper Older Persons Development for a water main over the school district property at Litchfield Middle School, 19 McElwain Drive, on such terms and conditions as the Litchfield School Board determines as in the best interest of the school district?

ARTICLE 20

Are you in favor of changing the terms of the school district clerk, moderator and treasurer from one year to three years, beginning with the terms of the school district clerk, moderator and treasurer to be elected at next year's regular school district meeting?

ARTICLE 21


Shall the Litchfield School District support the School Board in placing in the operating budget those positions, agreed to by the Budget Committee, that are needed to meet the minimum state and federal standards or to maintain services at current year levels? *This is a non-binding, advisory warrant article.*


ARTICLE 22


The School Board has established a new policy on class size. The State guideline for maximum class size for grades one and two is 25 students and for grades three through five is 30 students. Previous budget recommendations have been based upon 20 students for grades one and two and 25 students for grades three through five. The new policy reduces the third grade class size from 25 to 20 students and for grades four through five from 25 to 23 students. Should the Budget Committee use these lower class sizes in preparing their school budget recommendation? *This is a non-binding, petitioned warrant article.*


GIVEN UNDER OUR HANDS AT SAID LITCHFIELD THIS 25th DAY OF FEBRUARY 2004.


Geoff Westervelt, Chairman


Cynthia Couture


Richard Rafferty, Vice-Chairman


Stephen Graveline


Lisa Belzil

School Board

**LITCHFIELD
SCHOOL DISTRICT MEETING
ELECTION RESULTS
MARCH 9, 2004
The State of New Hampshire**

Election of Officers

Moderator: John Regan; 1,658 votes, elected

Treasurer: Rina Petit; 1588 votes, elected

School District Clerk: Leigh Ann Stone; 1612 votes, elected

School Board: M. Patricia Jewett; 1283 votes, elected; three-year term
Ralph Boehm; 851 votes, elected; three-year term

Warrant Articles

ARTICLE 1

Shall the Litchfield School District vote to raise and appropriate the sum of fourteen million, two hundred eight thousand, seven hundred thirty dollars (\$14,208,730.00) for the construction, furnishing and original equipping of a new elementary school, and to authorize the issuance of not more than fourteen million, two hundred eight thousand, seven hundred thirty dollars (\$14,208,730.00) of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon and to take all other necessary action in connection therewith; and to further raise and appropriate the sum of three hundred eighty thousand, five hundred seventy-seven dollars (\$380,577.00) for the first year's payment of interest on the bond.

*Recommended by the School Board
Three-fifths (3/5) ballot vote required.*

Recommended by the Budget Committee

Yes: 993

Article fails - No: 1,155

ARTICLE 2

Passage of this article shall override the ten (10) percent limitation imposed on this appropriation due to the non-recommendation of the Budget Committee.

Shall the Litchfield School District, based on state approval of the kindergarten construction grant application, implement a kindergarten program opening no later than the fall of 2006 and raise and appropriate the sum of one million, one hundred thirty-five

thousand, five hundred twenty-four dollars (\$1,135,524.00) for the construction, furnishing and original equipping of a four room kindergarten addition and authorize the issuance of not more than two hundred eighty-three thousand, eight hundred eighty-one dollars (\$283,881.00) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33); and accept eight hundred fifty-one thousand, six hundred forty-three dollars (\$851,643.00) in reimbursement under the New Hampshire Kindergarten Grant Program; and authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon and to take all necessary action in connection therewith; and further to raise and appropriate the sum of six thousand, four hundred three dollars (\$6,403.00) for the first year's payment on the bond. The cost to the taxpayers after reimbursement is two hundred eighty-three thousand, eight hundred eighty-one dollars (\$283,881.00).

*Recommended by the School Board
Three-fifths (3/5) ballot vote required.*

Not Recommended by the Budget Committee

Yes: 822

Article fails – No: 1,329

ARTICLE 3

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling fourteen million, four hundred sixty-six thousand, nine hundred sixty-one dollars (\$14,466,961.00). Should the article be defeated, the operating budget shall be fourteen million, five hundred fifty-five thousand, six hundred fifty-seven dollars (\$14,555,657.00) which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

Not Recommended by the School Board

Recommended by the Budget Committee

Article passes - Yes: 1,222

No: 849

ARTICLE 4

Shall the Litchfield School District vote to approve the cost item included in the collective bargaining agreement reached between the Litchfield School District and the Litchfield Education Association which calls for the following increases in salaries and benefits: Year 2004-05, estimated increase \$269,483.00; Year 2005-06, estimated increase \$256,418.00; and further to raise and appropriate the sum of two hundred sixty-nine thousand, four hundred eighty-three dollars (\$269,483.00) for the 2004-2005 fiscal year, such sum representing the additional costs attributable to the increase in salaries and

benefits over those of the appropriation at current staffing levels paid in the prior fiscal year?

Recommended by the School Board

Recommended by the Budget Committee

Article passes – Yes: 1,257

No: 846

ARTICLE 5

Shall the Litchfield School District, if Article 4 is defeated, authorize the Litchfield School Board to call one special meeting, at its option, to address Article 4 cost items only?

Yes: 996

Article fails – No: 1,028

ARTICLE 6

Shall the Litchfield School District vote to raise and appropriate the sum of forty-nine thousand, eight hundred fifty-eight dollars (\$49,858.00) for the purpose of funding salary and benefits for a full-time English teacher at Campbell High School?

Recommended by the School Board

Recommended by the Budget Committee

Article passes - Yes: 1,223

No: 884

ARTICLE 7

Shall the Litchfield School District vote to raise and appropriate the sum of twenty-eight thousand, six hundred fifty-one dollars (\$28,651.00) for the purpose of funding a half-time music teacher at Campbell High School?

Recommended by the School Board

Not Recommended by the Budget Committee

Yes: 756

Article fails – No: 1,357

ARTICLE 8

Shall the Litchfield School District vote to raise and appropriate the sum of fifteen thousand, nine hundred twenty-six dollars (\$15,926.00) for the purpose of funding salary and benefits for a library paraprofessional at Campbell High School?

Recommended by the School Board

Recommended by the Budget Committee

Yes: 836

Article fails – No: 1,274

ARTICLE 9

Shall the Litchfield School District vote to raise and appropriate the sum of forty-seven thousand, eighty-one dollars (\$47,081.00) for the purpose of funding salary and benefits for a second grade teacher at Griffin Memorial School?

Recommended by the School Board

Recommended by the Budget Committee

**Article passes – Yes: 1,207
No: 908**

ARTICLE 10

Shall the Litchfield School District vote to raise and appropriate the sum of forty-seven thousand, eighty-one dollars (\$47,081.00) for the purpose of funding salary and benefits for a first grade teacher at Griffin Memorial School?

Recommended by the School Board

Not Recommended by the Budget Committee

**Yes: 905
Article fails – No: 1,211**

ARTICLE 11

Shall the Litchfield School District vote to raise and appropriate the sum of sixty-three thousand, two hundred dollars (\$63,200.00) for the purpose of replacing obsolete and unusable computers to be installed in classrooms for instructional use?

Recommended by the School Board

Recommended by the Budget Committee

**Article passes – Yes: 1,161
No: 962**

ARTICLE 12

Shall the Litchfield School District vote to raise and appropriate the sum of twenty-four thousand, one hundred twenty dollars (\$24,120.00) for the purpose of funding salary and benefits to expand the position of part-time computer literacy teacher at Litchfield Middle School to full-time for the Litchfield School District?

Recommended by the School Board

Not Recommended by the Budget Committee

**Yes: 669
Article fails – No: 1,444**

ARTICLE 13

Shall the Litchfield School District vote to raise and appropriate the sum of eight thousand, forty-one dollars (\$8,041.00) for the purpose of funding a half-time clerical special education position for the Litchfield School District?

Yes: 584

Article fails – No: 1,535

ARTICLE 14

Shall the Litchfield School District vote to raise and appropriate the sum of twenty thousand, two hundred thirty-six dollars (\$20,236.00) for the purpose of funding a 3/5 computer assistant for the Litchfield School District to meet the district's needs in computer technology?

Recommended by the School Board

Recommended by the Budget Committee

Yes: 1,013

Article fails – No: 1,107

ARTICLE 15

Shall the Litchfield School District vote to raise and appropriate the sum of forty-nine thousand, eight hundred fifty-eight dollars (\$49,858.00) for the purpose of funding salary and benefits for a school-to-work counselor at Campbell High School?

Recommended by the School Board

Recommended by the Budget Committee

Yes: 792

Article fails – No: 1,325

ARTICLE 16

Shall the Litchfield School District vote to establish a capital reserve fund under the provisions of RSA 35:1-b for the purpose of educating educationally disabled children and raise and appropriate the sum of up to fifty thousand dollars (\$50,000.00) to be placed in this fund, with such amount to be funded from the year-end undesignated fund balance available on July 1 and to designate the School Board as agents to expend?

Recommended by the School Board

Recommended by the Budget Committee

Article passes – Yes: 1,092

No: 1,015

ARTICLE 17

Shall the Litchfield School District vote to establish a capital reserve fund under the provisions of RSA 35:1-b for the purpose of funding capital improvements, building maintenance and repair; and raise and appropriate the sum of up to fifty thousand dollars (\$50,000.00) to be placed in the fund, with such amount to be funded from the year-end undesignated balance available on July 1 and to designate the School Board as agents to expend?

Yes: 564

Article fails – No: 1,547

ARTICLE 18

Shall the Litchfield School District vote to raise and appropriate the sum of thirty-eight thousand, seven hundred dollars (\$38,700.00) to provide appropriate partial fencing to the athletic fields and to provide partial stadium seating on the south athletic field at Campbell High School (*partial fencing \$16,700.00; partial stadium seating \$22,000*)?

Recommended by the School Board Not Recommended by the Budget Committee

Yes: 469

Article fails – No: 1,635

ARTICLE 19

Shall the Litchfield School District authorize the Litchfield School Board to convey an easement to the proposed Cooper Older Persons Development for a water main over the school district property at Litchfield Middle School, 19 McElwain Drive, on such terms and conditions as the Litchfield School Board determines as in the best interest of the school district?

Article passes – 1,079

No: 952

ARTICLE 20

Are you in favor of changing the terms of the school district clerk, moderator and treasurer from one year to three years, beginning with the terms of the school district clerk, moderator and treasurer to be elected at next year's regular school district meeting?

Articles passes – Yes: 1,027

No: 1,014

ARTICLE 21

Shall the Litchfield School District support the School Board in placing in the operating budget those positions, agreed to by the Budget Committee, that are needed to meet the minimum state and federal standards or to maintain services at current year levels? *This is a non-binding, advisory warrant article.*

Article passes – Yes: 1,073

No: 921

ARTICLE 22

The School Board has established a new policy on class size. The State guideline for maximum class size for grades one and two is 25 students and for grades three through

five is 30 students. Previous budget recommendations have been based upon 20 students for grades one and two and 25 students for grades three through five. The new policy reduces the third grade class size from 25 to 20 students and for grades four through five from 25 to 23 students. Should the Budget Committee use these lower class sizes in preparing their school budget recommendation? *This is a non-binding, petitioned warrant article.*

Yes: 923

Article fails – No: 1,137

A true report of the 2004 Litchfield School District election results, attest:

A handwritten signature in black ink, appearing to read "Leigh Ann Stone", with a stylized flourish at the end.

Leigh Ann Stone
School District Clerk

**LITCHFIELD SCHOOL DISTRICT
DELIBERATIVE SESSION
February 5, 2005
The State of New Hampshire**

Time, Place:

The meeting was called to order at 2:10 p.m. in the Campbell High School auditorium.

Present:

Mr. John G. Regan, Moderator presiding.

School Board members: Mrs. Cynthia Couture, Chairman; Dick Rafferty, Dot Beauregard, (Building Committee Chairman); and Pat Jewett (Selectwoman)

Superintendent of Schools, Ms. Catherine M. Hamblett; Director of Special Services, Ms. Ronda Gregg; Business Administrator, Mr. Stephen Martin; Director of Curriculum and Instruction, Mrs. Joyce Choate; Technology Coordinator, Mr. Adam Steel; Michele E. Flynn, School Board Secretary; Lynn Baddeley, School District Clerk; Gordon Graham, School Attorney; Dan Cecil, Harriman Associates

Campbell High School Principal, Mr. William Marston; Assistant Principal/Dean of Students, Ann Holloran; Litchfield Middle School Principal, Mr. Martin ("Bo") Schlichter; Assistant Principal, Tom Lecklider; Griffin Memorial School Principal, Dr. Linda Scott; Assistant Principal, Stacy Maghakian (*excused*)

Budget Committee members: Mr. Brent Lemire, Chairman; Mr. John Caynon; Mrs. Susan Rafferty; Mr. William Spencer; Mr. Cecil Williams, (Selectmen Representative); and Mr. Scott Innes.

Ballot clerks:

Ms. Joan McKibben, Ms. Bertha Mieckowski, Ms. Kathleen Algeo, Corlyn Yusuf

Mr. Regan invited members to participate in the Pledge of Allegiance.

Mr. Regan introduced Mrs. Couture who introduced the Superintendent and Board members. She noted that Mr. Ralph Boehm, (School Board Representative to the Budget Committee) could not attend this afternoon's session. Mr. Regan introduced Mr. Brent Lemire, Chairman of the Budget Committee. Mr. Lemire introduced Budget Committee members.

Mr. Regan reviewed the Moderator's rules and protocol for the Deliberative Session according to State law. Mr. Regan introduced Mr. Phil Reed, Vice Moderator.

Note: The order of business of the Deliberative Session is sometimes conducted out of the warrant articles' numeric sequence. Recording activity in chronological order would make the minutes difficult to follow; therefore, the articles will be listed, with action taken thereon, in the order in which they were listed on the warrant.

ARTICLE 1

Passage of this article shall override the 10% limitation imposed on this appropriation due to the non-recommendations of the Budget Committee.

Shall the Litchfield School District vote to raise and appropriate the sum of nineteen million, eight hundred thirty-six thousand, two hundred sixty-nine dollars (\$19,836,269.00) for the construction, furnishing, and original equipping of a new elementary school, and to authorize the issuance of not more than nineteen million, eight hundred thirty-six thousand, two hundred sixty-nine dollars (\$19,836,269.00) of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon and to authorize the School Board to apply for, accept, and expend federal, state, or other aid which may be available for the project and to comply with all laws applicable to the project, and to take all other necessary action in connection therewith; and to further raise and appropriate the additional sum of five hundred sixty-two thousand, twenty-eight dollars (\$562,028.00) for the first year's payment of interest on the bond?

Three-fifths (3/5) ballot vote required.

Recommended by the School Board (5-0)

*Not Recommended by the Budget Committee
because of a tied vote. (4-4)*

Mr. Regan announced he will allow some mention of Article 2 with discussion of Article 1. Mrs. Couture addressed Article 1 while referring to a presentation on the new PreK-5 school. She stated that only voting residents who were members of the Building Committee participated in voting on the new school option. She informed the community who the voting members of the Building Committee were and that ex-officio members did not vote. She explained the process for choosing Harriman Associates as the architectural firm. The committee surveyed the community to establish a long range plan. Mrs. Couture presented information on enrollment, problems at GMS and advantages for the new PreK-5 school proposal. Mrs. Couture explained the rationale for the new PreK-5 elementary school and the subsequent phases the voters could expect, addressing issues at Griffin Memorial School and overcrowding at the middle school. She indicated that the new school building would be cost effective and energy efficient, the best investment of tax dollars, it will eliminate the portables at LMS, site studies support the new school, and there will be no new construction for 10 years.

Mrs. Couture introduced Mr. Dan Cecil of Harriman Associates to address the particulars of the new PreK-5 school design. Mr. Cecil reviewed the site plan of the new school building noting that it is a cost effective design. The site design was influenced by location, present site and building conditions, wetlands, and traffic. He stressed that the parking and pick up/drop off

areas are child safe. The building faces south, which is conducive for solar gain. He pointed out the location of the septic fields and a potential to expand play fields by cutting back the woods on the easterly side of the site.

Mr. Cecil reviewed the floor plans. The building is 112,714 square feet and the two floors are similarly designed. The core space is designed for 1000 students. Discussions with the NH DOE led to their agreement with the site plans and building design. He noted that there are locking corridor doors to close off and/or lock off sections not being used at night. The cafeteria is designed for maximum visibility of the pick up/drop off, parking, and play areas. He stressed that the building is extremely code compliant. He reviewed the exterior design of the new school proposal. Mr. Cecil referred to the New Elementary School flyer and explained the project budget summary sheet. He turned the presentation back to Mrs. Couture.

Mrs. Couture reported that the School Board chose to endorse a 20-year bond. She explained that this reduces the yearly tax impact for the individual taxpayers. She spoke about the tax impact on the town. She noted that the home value comparison is based on assessed value and not market or appraised value. Mrs. Couture moved on to discuss the reasoning for not using GMS. She reviewed a cost estimate to bring GMS up to standard code – the total being \$4,355,203.00. She recapped the presentation information stressing that this will be the last school the community needs to build.

Mr. William Spencer of 9 Cranberry Lane commented as a resident of the town and questioned where Kindergarten would be placed if the article passes.

Mr. Cecil responded stating that there is more than enough space to house Kindergarten in the new PreK-5 school. The Kindergarten could go either in the expanded part of the building or near the front of the building.

Mr. Alfred Raccio of 16 Bear Run Drive questioned if anyone considered homeland defense municipality subsidies regarding the construction new municipal buildings.

Mrs. Couture stated that there hasn't been any research of grant funding as yet, but there is wording in the article to be able to negotiate for further grant money. She noted that the New Hampshire Department of Education agreed with the construction plans and site development.

Mr. Raccio was concerned about the wording of the article. He inquired if every funding mechanism (grants) had been investigated.

Mrs. Couture stated that this is the responsibility of the Superintendent's office.

Mr. Spencer stated that the difference between the 20-year bond at 5% and the 15-year bond at 4.75% is about \$2.9 million. He wanted to know what the town will pay for each bond in interest. He suggested the School Board rethink the burden on the taxpayers over time in paying more in interest.

Mrs. Couture noted that the 20-year bond was decided to be the best method of reducing the tax burden on the individual taxpayer in the town.

Mrs. Laurie Ortolano of 16 Martin Lane asked for the cost per square foot of the new school design this year compared to the design proposed last year.

Mrs. Couture explained that construction prices had increased over last year. Last year the design would have cost \$104.00 per square foot and this year the cost is \$118.00 per square foot.

Mrs. Ortolano questioned if the size of the building, 112,714 sq. ft. this year had influenced the increase over last year.

Mr. Cecil pointed out that the proposed new school design is a totally different building than the one that was proposed last year. Construction costs increased due to the construction market, an 8% - 10% rise over 2004; steel costs rose in the 20%-25% range; there have been significant increases in the cost of cement and drywall. He noted that the cost per sq. ft. was verified with NH DOE.

Mr. Mark Ferguson of 1 Martin Lane inquired of the NRC date set for total build out.

Mrs. Couture responded that no date has been set.

Mr. Spencer asked where the SAU offices would go if Article 1 passes.

Mrs. Couture explained that the SAU would need to stay at CHS.

Mr. Raccio asked about the build out numbers. He commented on housing restrictions in Litchfield over the last few years. He stated that he believed the build out numbers were based on the census results prior to 10 years ago and that the numbers being presented are not from current data. He raised concerns about the projections and the validity of the numbers.

Mrs. Couture responded that an analysis was done in August 2004, housing for older persons and the changes over the last several years have been taken into consideration. She noted that the numbers include all permits given and is up to date as of August 2004.

Mr. Doug Orlando of 8 Pilgrim Drive asked what will be done about overcrowding if Article 1 doesn't pass. He asked if a plan is in the works. His concerns are the portables, parking, traffic, and classes moved to the gyms.

Mrs. Couture noted that the lease for the portables at LMS is up in summer 2005. The District will continue to lease the portables and that Special Education and Occupational Therapy rooms at GMS will need to be moved to the gym to open up space for classrooms.

Mr. Orlando raised a concern about child safety regarding cars and buses using the parking lots where portables are stationed.

Mrs. Couture noted the concern for the children's safety stating that the School Board is very concerned about this issue.

Mr. Ray Peeples of 205 Charles Bancroft Highway, a town Selectman and member of the Planning Board, asked if GMS failed safety tests recently. He also commented that the town build out analysis is not complete or accurate. He stated that the build out analysis is only a guesstimate based on the current zoning at the time the document is written. He said that the Building Committee needs to make sure that the numbers are accurate. He also mentioned that he helped the Building Committee acquire those numbers and the revision of the study is incomplete.

Mrs. Couture acknowledged that Mr. Peeples' cooperation in providing the build out numbers. She stated that those numbers are based on a current analysis done in August 2004, that the Fire Department has deemed GMS is as safe as it can be, and that Griffin has not failed any of the safety standards that are currently used.

Mrs. Dot Beauregard commented as the Building Committee Chair. She noted that the build out analysis was done in conjunction with the National Regional Planning Commission with Steve Wagner and reflected numbers as of August 2004.

Mr. Peeples stated that the numbers have not been ratified by the Planning Board. He also raised concerns about the travel distance for students from classrooms to exits according to the new school design proposed floor plans.

Mr. Cecil addressed the safety standards of the new school building design stating that it meets all current codes. He noted that all classrooms are at safe travel distances and that the floor plan is just an example. He pointed out that the floor plan designs are intended to group grades together and that the classroom placements have not been finalized. He also stated that the new school will have an up to date fire alarm system and sprinklers, where GMS has none, and the building will be handicap accessible and GMS is not.

Mr. Steve Martin, Business Administrator for the District, addressed the previous question concerning federal grants. He stated that federal grants do not happen until the detailed specification for construction have been done. He noted that at this stage in the process the town needs to raise and appropriate the total cost for the building. He addressed the question on the tax burden and the 15-year bond. He explained that it is true more interest is paid out over the life of the 20-year bond, but the individual taxpayer would have a larger payment each year for a 15-year bond. Most taxpayers worry about what they have to pay every year, not what the whole town might pay over 20 years.

Mr. Cecil addressed the homeland security issue raised by Mr. Raccio. He noted that this design is best in meeting safety standards for new buildings, pointing out that it faces south for maximum visibility, the administration offices near the main entrance, the security system is designed with an automatic locking system to deter intrusion which will provide for maximum security.

Mrs. Robin Corbeil of 4 Nesmith Court asked about the cost of the portables at LMS per year.

Mrs. Couture informed her that the current cost is \$48,000.00 per year and the new lease will cost \$40,000.00 per year, based on a three year lease if Article 1 passes.

Mrs. Corbeil asked what will happen to the difference in cost of the portables if the new school is built.

Mrs. Couture noted it will either be returned to the town or be applied toward the cost of the new building.

Mr. Philip Reed of 7 Forest Lane commended the Building Committee, School Board, and all who were involved in the new PreK-5 school project. He showed his support for new school proposal; he complimented the staff at GMS stating the teachers do an excellent job, and was disappointed to see Article 2 on the ballot because it means nothing will happen in his opinion. He noted that if either Article 1 or 2 do not pass then it will be 2 years before kids are taken out of a totally unacceptable environment. He was concerned that the community is setting itself up for a lawsuit because the children have not been adequately provided for. He stated that it was his moral obligation to support Article 1 and properly provide for the children.

Mr. Thomas Schofield of 6 Parker Circle commented as a fire safety employee stating that in the first 93 days of the school year, 8 fire drills were conducted at GMS. 3 were supervised by the fire department. He stated that the 569 students were evacuated in 1 minute and 45 seconds, the 500 CHS drill took 2 minutes and 15 seconds, and the drill at LMS took 1 minute and 38 seconds. The fire department has taken every reasonable step to make GMS safe. He stated that he doesn't want anyone to think the fire department doesn't take the situation at GMS seriously. He further stated that GMS is not unsafe.

Mrs. Ortolano commented that air quality tests were conducted every year and the results were always positive. It got to the point where the testing was stopped. She asked if the School Board tested the air quality this year and what were the results.

Mrs. Couture noted that an air quality test had been conducted, but the School Board has not seen the report yet. She was informed the report should be available this week.

Mr. Raccio addressed the homeland security issue again. He is concerned with nuclear, chemical, or biological safety of the new school building design. He commented that the District should engage and address those concerns.

Mr. Cecil responded to Mr. Raccio's comments. He noted that if federal grant money from homeland security is available, these concerns could be met. He stated that the building is designed for maximum safety.

Mrs. Susan Seabrook of 18 Bear Run Drive, a nurse for the school District, commented on the space needs of the elementary and middle schools. She is concerned with overcrowding and

noted that the portables at LMS do not have bathrooms and students have to walk to the main building to use the restrooms. She stated that this interferes with learning. She raised concerns about old rooms being used at GMS with little or no ventilation, inconsistency in heating, leaks in the ceilings, and a collapse of ceiling tiles in GMS. She further stated that this is not a desirable place to educate children and that the town is in need of a new school.

Mr. Orlando asked about the ventilation systems at GMS, dehumidifiers, and drafty windows. He wanted to know what the Air quality issues are at LMS.

Mrs. Couture answered that there are dehumidification systems in the office and preschool area at GMS and that the interior rooms that are being used as classrooms at LMS can become uncomfortable, but were not meant to be used for classrooms.

Mr. William Rodonis of 44 Charles Bancroft was concerned with the residents over the years that have paid for the existing schools and stated that he supports the shorter term bond.

Mrs. Kate Wallace of 22 Wren Street asked what the construction costs will be if Article 1 does not pass.

Mr. Cecil addressed the questions noting that the costs will be higher, but that it is hard to know how much higher. He estimated that costs could rise 3%-5% per year, although it has not been verified yet.

Mrs. Wallace observed that it doesn't matter if the bond is for 15 or 20 years, construction costs are still going to be more expensive as the years go by.

Ms. Susanne Ayer of 12 Hildreth Drive made a motion to end discussion of Article 1. Mr. Stephen Beauregard of 8 Nightingale Lane seconded. The motion to end discussion on Article 1 passed by majority voice vote.

Article 1 stands as written.

ARTICLE 2 (Petitioned Warrant)

Shall the Litchfield School District vote to raise and appropriate the sum of fifteen million dollars (\$15,000,000.00) of which fourteen million, seven hundred sixty thousand dollars (\$14,760,000.00) will be for the construction, furnishing, and original equipping of a new preschool through grade three (3) elementary school, and two hundred forty thousand dollars (\$240,000.00) will be for alterations and upgrades to Griffin Memorial School, which will house grades four (4) and five (5), and to authorize the issuance of not more than fifteen million dollars (\$15,000,000.00) of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to take all other necessary action in connection therewith; and to further raise and appropriate the sum of four hundred two thousand dollars (\$402,000.00) for the first year's payment of interest

on the bond. If Warrant Article 1 shall pass, then this Warrant Article shall be deemed void and of not further effect. This is a petition warrant article.

Three-fifths (3/5) ballot vote required.

Not Recommended by the School Board

Recommended by the Budget Committee

Mr. William Spencer, Budget Committee member, addressed Article 2 for the petitioners. He stated that he disagreed with the School Board's conclusion of GMS, the petitioners are concerned with the tax rate, and that they believe that Article 2 will be sufficient. The numbers for the new smaller school proposed in Article 2 came from a previous project cost, based on an 81,000 sq. ft. school with a cost of \$14.7 million. The petitioners believe the costs to maintain GMS are overstated and that they proposed \$240,000.00 for catch up work. He stated further with only grades 4 and 5 in GMS when the new smaller school is built, there will be no need for an additional parking lot. The community could vote on a sprinkler system, dewatering, and dehumidification in the future if they desire.

He went on to say that the air quality is same as dehumidification. He acknowledged the letter from Dan Cecil of Harriman Associates, which basically addressed the fact that the proposed building in Article 2 was taken from a comparison study his firm performed for the Building Committee last year. Mr. Spencer stated that the initial estimate was taken from Mr. Cecil's project cost for an 81,000 sq. ft. school building, which in the opinion of the petitioners is a design option. The petitioners recognize that there will be additional work needed at the GMS each year and that the annual maintenance costs will increase as it ages, but many repairs were already made and will not need to be replaced for many years. He stated that the cost to maintain GMS will be part of operating budget on an as needed basis.

Mr. Spencer stated that the basis of Article 2 is that GMS can be maintained for less than \$100,000.00 per year, but it is up to the voters. Article 2 is a smaller bond, whereas Article 1 is a larger bond and Article 2 will save the town \$8 million. Mr. Spencer stated that despite what the architect feels, the petitioners feel Article 2 is sufficient.

Amendment #1

Mr. Brian McCue of 11 Newstead Street made a motion to amend Warrant Article 2 to read:

"Warrant Article 2 has no building or site design that sufficiently represents a true estimate of the cost. Shall the Litchfield School District vote to raise and appropriate the sum of zero dollars (\$0.00) of which zero dollars (\$0.00) will be used for the construction, furnishing, and original equipping of a new preschool through grade three (3) elementary school, and zero dollars (\$0.00) will be for alterations and upgrades to Griffin Memorial School, which will house grades four (4) and five (5), and to authorize the issuance of not more than zero dollars (\$0.00) of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to take all other necessary action in connection therewith; and to further raise and appropriate the sum of zero dollars (\$0.00) for the first year's payment of interest of the bond? If Warrant Article 1 shall pass, then this

Warrant Article shall be deemed void and of not further effect. This is a petition warrant article."

Mr. Doug Orlando seconded the motion.

Mr. Spencer commented that there are people that will support a new school and that Article 2 should be written for everyone to have a choice. He warned that blocking out Article 2 will cause a worse problem and he does not support amendment.

John Devereaux of 22 Oak Drive stated he does not support the amendment and that the School Board and Building Committee failed to support Article 1 with a community consensus. He urged the committees to work together and allow both articles to go forward.

Mrs. Couture clarified Mr. Devereaux's comment regarding the Building Committee stating that a community survey was mailed last spring to ask voters for input regarding a new school building. The input was significant asking the Committee to form a long range plan and fix the problem. Many voters responded they preferred a single school.

Mr. Raccio concurred with Mr. Spencer and Mr. Devereaux stating the community's vote should be based on a choice. He does not support the amendment and feels the community will not see a new school. He feels that it is a mistake to zero out Article 2.

Mr. Orlando commented that the Building Committee spent several months considering a \$20 million building as opposed to two buildings because staffing 2 buildings is more expensive and the Committee felt that GMS should no longer be used as a school. They weighed the facts and projections and concluded that a one school option was much cheaper for the community.

Mr. Peebles commented that it is important for Article 2 to stay on the ballot so voters can have a choice. He stated that the capital improvements in town are stacking up and there is a hiatus on the large building boom in Litchfield for one more year. He stated further that he will not support any plan not using GMS as a school.

Mr. Beauregard stated that he supports Article 1 because the taxes are well spent. There are too many problems at GMS and Article 2 does not provide for reasonable renovations.

Mrs. Ortolano stated that she supports Article 2 and that the option of using GMS is not in Article 1. She believes that some parts of GMS can be sustained, that the costs in Article 2 were justified, and that \$14.7 million was not a thoughtless number. She commented that there is a \$6 million difference between construction costs for a larger school and smaller school.

Mr. Spencer stated that the articles are not opposing articles and that he supports Article 2 to stand as written.

Mrs. Beauregard, speaking as a resident, commented that there is a strong misperception that Article 2 is less expensive. It has been shown that running 2 schools is more expensive than running 1 school and that \$240,000.00 will not repair GMS properly. She noted that there are

water issues that are substantial and the problems will not go away with fewer children in the school.

Mr. Cecil verified numbers and the project process. He stated that the District needs an adequate larger school. He explained that there were 3 study options for a new school, which was a simple way to compare schools, and that option B1, (a larger school) was the best option. He noted he would never go to a bond vote with a concept amount such as in Article 2.

Mr. Cecil referred to a letter he recently sent to the School Board in which he clarified strongly that the proposal presented by the petitioners for Warrant Article 2 is not endorsed by Harriman Associates, as the project budget number (\$14,760,000.00) was originally part of a school comparison study and not a true project cost. He indicated that the proposal presented on the petition article has not been reviewed or verified by the Department of Education; there is no building design, no site design, and no estimate to verify. He also wrote that the proposal in Article 2 is an unacceptable misrepresentation.

Mr. Spencer commented that the criterion used was the same for both options with both schools on the same location. He stated that the larger school has a large gym and that costs can be reduced with a smaller school. He feels that PreK-3 school does not need a large gym. Mr. Cecil responded by stating that the budget cannot be balanced by trimming the design here and there.

Mr. Reed made a motion to close the question on Article 2. Mr. Raccio seconded. The motion passed by majority voice vote.

A standing vote was taken.

Yes: 79

No: 55

The motion, as amended, passed by majority standing vote.

Mrs. Beauregard made a motion to restrict reconsideration for Article 1 and Article 2. Mr. Spencer seconded. The motion passed by majority vote.

Mr. Reed stated a point of order that the article has not been closed for discussion, therefore a restriction of reconsideration should not be considered.

The moderator retracted the motion.

Amendment #2

Mr. Raccio made a motion to amend Article 2 as it stands and to reinstate the dollar value of fourteen million, seven hundred sixty dollars (\$14,760,000.00). Mr. Peebles seconded.

Mr. Raccio feels a reasonable argument should be put forward and to leave it to the voters.

Mr. William Barrett of 53 Pilgrim Drive feels Article 2 undermines Article 1 and will cause confusion to the voters on March 8th. He feels that it will be difficult to get 60% of the vote on Article 1.

Mr. Timothy Wade of 11 Bear Run Drive motioned to close the discussion of Article 2. Mr. Spencer seconded. The motion passed by majority voice vote.

A secret ballot was requested. The moderator instructed voters to use yellow Ballot #12. He clarified that a 'Yes' vote means the majority if in favor of changing Article 2 back to the original dollar amount and a 'No' vote means voters are in favor of a zero dollar (\$0) amount in Article 2.

Yes: 51

No: 90

The motion to amend Article 2 to reinstate the original dollar amount as it was written failed by secret ballot vote.

Mr. Timothy Wade motioned to close the discussion on Article 2. Mr. Mark Fontaine of 136 Talent Road seconded.

Mrs. Beauregard restated her motion to restrict reconsideration for Article 1 and Article 2. Mr. Spencer seconded. The motion passed by majority voice vote.

ARTICLE 2 (as it will appear on the ballot):

"Warrant Article 2 has no building or site design that sufficiently represents a true estimate of the cost. Shall the Litchfield School District vote to raise and appropriate the sum of zero dollars (\$0.00) of which zero dollars (\$0.00) will be used for the construction, furnishing, and original equipping of a new preschool through grade three (3) elementary school, and zero dollars (\$0.00) will be for alterations and upgrades to Griffin Memorial School, which will house grades four (4) and five (5), and to authorize the issuance of not more than zero dollars (\$0.00) of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to take all other necessary action in connection therewith; and to further raise and appropriate the sum of zero dollars (\$0.00) for the first year's payment of interest of the bond? If Warrant Article 1 shall pass, then this Warrant Article shall be deemed void and of not further effect. This is a petition warrant article."

Mr. Regan moved on to Article 3.

ARTICLE 3

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling fifteen million, nine hundred twenty, three hundred eighty-five dollars (\$15,920,385.00)? Should the article be defeated, the default budget shall be fifteen million, seven hundred ninety-eight thousand, five hundred thirty dollars (\$15,798,530.00), which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

Recommended by the School Board

Recommended by the Budget Committee

Mr. Martin, Business Administrator for the District, addressed Article 3. He presented the budget and briefly reviewed it for the voters. He explained that the total budget consisted of three parts: the operating budget, food service, and federal funds. He introduced the new law for default budget determination and reporting requirements. He commented that the School Board made many efforts to keep increases to a minimum. Mr. Martin stated that the bottom line of the School Board's proposed budget is an 8.9% increase, not of the Budget Committee's final number. When reviewing the different accounts in the operating budget he noted a historical under budgeting of plant & maintenance services, which he based on personal observation.

Mr. Martin reviewed the Budget Committee's recommended budget number. He explained the process they used to arrive at the operating budget. Starting with an earlier default number, \$15,768,530.00, \$90,226.00 was added for the new elementary reading program, \$32,000.00 for salary attrition was cut, \$32,000.00 for substitute salaries was added in, \$30,000.00 for utilities was cut, \$20,000.00 for repairs and maintenance was added, \$35,000.00 for athletic programs was added, \$4,629.00 for biology textbooks for the high school was added, \$33,000.00 for Special Education Handicapped Tuition was cut, \$55,000.00 for GMS tutors was added, and \$10,000.00 for Special Education mediation agreement was added; for a total of \$15,920,385.00.00.

Amendment #1

Mrs. Couture made a motion to amend Article 3 to increase the operating budget to \$15,962,037.00.00. Mrs. Beauregard seconded.

Mr. Martin explained the increase is an addition to expand the Human Resources Coordinator's position to full time and increase the compensation for the position. The current H. R. Coordinator has more responsibilities than the previous description of position and the increased wages will compensate the position as a full time position, which is needed. Mr. Martin stated that the Budget Committee approved the increase.

Mr. Brent Lemire, Budget Committee Chair, affirmed that the increase was supported by the Budget Committee.

Mr. Raccio commented for clarification of the acronyms being used.

Mr. Martin explained that NH DOE stands for the New Hampshire Department of Education; ADA stands for the Americans with Disabilities Act; and EEOA stands for the Employees Equal Opportunity Act.

Mr. Timothy Wade made a motion to close the discussion of the amendment. The motion was seconded. The motion passed by majority voice vote.

Mrs. Marilyn Wade of 11 Bear Run Drive commented that the Budget Committee's salary account did not include the part time music teacher, part time custodian, and the assistant technology coordinator. She asked for each amount and how much would it add to budget.

Mrs. Couture noted that the part time music teacher is a warrant article.

Mr. Reed commented that in 1977 when he was on the School Board and Litchfield was a smaller town, the total proposed budget was \$1.2 million.

Mr. Martin responded to Mrs. Wade's question stating that the assistant technology coordinator's salary w/benefits would have been \$45,146.00, the part time custodian's salary would have been \$13,805.00, and the part time music teacher's salary is notated in Warrant Article 9 as \$20,857.00.

Mrs. Laura Ferrari of 4 Colonial Drive asked how much of the school facilities' repairs were cut and what would be needed to add it back into the budget.

Mr. Martin responded that the School Board originally requested a \$70,000.00 increase. The moderator reminded Mrs. Ferrari that there is a motion for an amendment on the floor and to keep comments and questions to the amendment.

The motion to amend Article 3 to increase the operating budget to \$15,962,037.00 passed by majority voice vote.

Mrs. Ferrari made a motion to amend Article 3 to increase the operating budget to \$16,012,037.00. Mr. Spencer seconded.

Mrs. Ferrari explained that this increase represents an additional \$50,000.00 for maintenance of the facilities.

The motion, as amended, passed by majority standing vote.

Mr. Lemire commented on the reason the Budget Committee was divided on certain issues. He stated that the members were concerned that if they recommended a figure that made it difficult

for the taxpayers, the default number could be the one that passes. He cautioned voters that while the Committee recognizes the needs of the District, they also recognize the needs of town and the needs of taxpayers. The Committee does not want too many additions to the budget because they are concerned the default will ultimately pass.

Mr. Raccio motioned to close the discussion on the amendment. The motion was seconded. The motion passed by majority voice vote.

Mr. Scott Corbeil of 4 Nesmith Court asked about the replacement of the computer lab and if new computers are in the budget.

Mrs. Couture answered that computers are not in the budget.

Mr. Corbeil stated that there are more pressing technology needs in the elementary and middle schools and raised a concern over the computers in the schools.

Mrs. Couture commented that the computers at CHS would have been used in those schools if new computers were in the budget

Mr. Peeples questioned the cost for football and for the athletic trainer, asking why the District has one and what his responsibilities are.

Mr. Martin explained that \$23,155.00 was added to fund football, not including trainers. The reasons for athletic trainers are both safety and liability. The athletic trainer's cost is \$25,050.00 for services.

Mrs. Couture indicated the need for an athletic trainer stating that having an athletic trainer is important, especially if there is an accident.

Mr. Peeples commented that he felt the safety of students who participate in sports falls on the coaches and directors.

Mrs. Couture pointed out that the District should reign on the side of caution when litigation may be involved.

Mr. Spencer made a motion to end the discussion of Article 3. Mr. Innes seconded. The motion passed by majority voice vote.

Mr. Wade made a motion to restrict reconsideration of Article 3. Mr. Devereaux seconded. The motion passed by majority voice vote.

ARTICLE 3 (as it will appear on the ballot)

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth

herein, totaling sixteen million, twelve thousand, thirty-seven dollars (\$16,012,037.00)? Should the article be defeated, the default budget shall be fifteen million, seven hundred ninety-eight thousand, five hundred thirty dollars (\$15,798,530.00), which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

ARTICLE 4

Shall the Litchfield School District authorize the School Board to sell or convey the Griffin Memorial School and its associated land and buildings on such terms and conditions as the School Board determines are in the best interest of the District, provided that before any sale or conveyance the School District must first hold a public hearing on the proposed sale or conveyance? This article will remain in effect until such time as the property is sold or conveyed.

Recommended by the School Board

Mrs. Couture addressed Article 4. The Board had authorized a real estate appraisal, which they had just received earlier that day. Two Board members had not yet received the information. The Board will be continuing discussion on the appraisal information. The appraisal company had noted they had never before received a property that had so many different studies conducted on it by so many professionals.

Mr. Raccio asked about the asbestos at GMS. He raised concerns about the liability in asbestos removal associated with the selling of GMS and questioned what kind of research has been done to offset the costs associated with its removal.

Mrs. Couture stated that everything has been documented and GMS is re-inspected every 3 years.

Mrs. Cathy Ryan of 14 Cummings Drive asked what happens to the playfields if GMS is sold.

Mrs. Couture stated that the site is separated into 2 parcels and the School Board has no intention of selling the ball fields.

There was no further discussion.

Article 4 stands as written.

ARTICLE 5

Shall the Litchfield School District vote to raise and appropriate the sum of two hundred fifty thousand dollars (\$250,000.00) for the purpose of replacing the entire original roof at Litchfield Middle School? This is a Special Warrant article.

Recommended by the School Board

Recommended by the Budget Committee

Mrs. Jewett addressed Article 5. She stated that the roof has been leaking for some time and that she supported this article.

Mrs. Jewett made a motion for the article to be approved as written.

Mr. Wade recommended that all business in the future be put in warrant articles.

Mr. Dennis Miller of 37 Wren Street, asked about the time limit on the bid process for the roofing of LMS. He wanted to know if it would impact school events.

Mr. Martin stated that it must go out to bid and that his hopes are that it will be done as quickly as possible.

There was no further discussion.

Article 5 stands as written.

ARTICLE 6

Shall the Litchfield School District vote to approve a four (4) year lease-purchase agreement for the purpose of purchasing a fully equipped 2005 Ford F-350 truck for district wide use and raise and appropriate the sum of nine thousand, nine hundred dollars (\$9,900.00) as the first year's payment? This is a Special Warrant article.

Recommended by the School Board

Recommended by the Budget Committee

Mr. Rafferty addressed Article 6. He mentioned that this lease-purchase agreement is similar to the town's lease-purchase. There is much equipment to move between the three schools. He commented that the District's tractor is for maintaining the District property. He pointed out that currently District employees use their own personal vehicles to move equipment, which can become a liability issue.

Ms. Ayer asked what was meant by the term fully equipped and if it includes a plow or a sander.

Mr. Rafferty answered that it will be equipped with a plow.

Ms. Ayer asked if it will include a sander.

Mr. Rafferty checked the vehicle's information sheet and stated that the truck includes a snow plow prep package, a plow blade, a dump body, a combined hitch, strobe lights (required by law), but not a sander unit.

Ms. Ayer asked if the truck will be used for the parking lots and sidewalks, and she wanted to know if the District would be looking for additional manpower to operate it or if it will be left up to each school.

Mr. Rafferty informed Ms. Ayer that at this point the District is simply asking for a vehicle and the Board has had no discussion on any other points.

Ms. Hamblett affirmed that there has been no discussion about additional equipment. The Board’s discussion of personnel centered on the addition of a part time custodian for CHS and to expand the hours of the night supervisor custodian. The Board is not planning to withdraw the current contract for plowing.

Ms. Ayer stated that the District is desperately in need of a truck and that she supports the article.

There was no further discussion.

Article 6 stands as written.

ARTICLE 7

Shall the Litchfield School District vote to establish a capital reserve fund under the provisions of RSA 35:1 for the purpose of funding school capital improvements, building maintenance and repair; and raise and appropriate up to fifty thousand dollars (\$50,000.00) and to authorize the use of that amount from the year-end undesignated fund balance available on July 1 of this year; and to designate the School Board as agents to expend?

Recommended by the School Board Not Recommended by the Budget Committee

Mrs. Beauregard addressed Article 7. She commented that this capital reserve fund is to provide for emergencies or equipment breakdowns and that if, and only if, any undesignated funds are left over in next year’s budget the money can be used to provide for any such emergencies. She confirmed that this is basically an emergency fund.

Mr. Lemire informed the voters that the reason the Budget Committee did not recommend this article was not because it wasn’t needed, but because they were trying to prioritize the warrant for the taxpayers.

Mr. Timothy Kearns of 1 Brickyard Drive, made a motion to amend article 7 to appropriate \$0.00 dollars. Mr. Raccio seconded.

Mrs. Couture clarified that this article will not cost the taxpayers any additional money and that the undesignated funds will only be used if available at the end of next year.

Mr. Jim Cartwright of 51 Pilgrim Drive agreed with Mrs. Couture stating that this is a contingency fund for unexpected expenditures and he recommended the article be approved as written.

Mr. Spencer commented that if the money wasn’t put into the emergency fund it could be returned to the town and used to reduce the taxes.

Mr. Miller stated that he is against the article being reduced to \$0.00. There is a tremendous amount of maintenance still needed for the three schools.

Mr. Raccio made a motion to call the vote on the amendment. Mr. Kearns seconded. The amendment failed by majority voice vote.

Mr. Wade made a motion to close the discussion on Article 7. Mr. Devereaux seconded. The motion passed by majority voice vote.

Article 7 stands as written.

ARTICLE 8

Shall the Litchfield School District vote to raise and appropriate the sum of twenty-eight thousand, one hundred fifty-six dollars (\$28,156.00) to be added to the operating budget for the purpose of funding salary and benefits to expand the position of part-time computer literacy teacher at Litchfield Middle School to full-time for the Litchfield School District?

Recommended by the School Board

Recommended by the Budget Committee

Mr. Rafferty addressed this article. He thanked the community for the current part time computer teacher at the middle school and the funding of the computer lab. He introduced a presentation his son prepared on computer literacy at the middle school in order to demonstrate what the students have learned. The presentation demonstrated that the students have learned MS Paint, Word, Excel, PowerPoint, and keyboarding. He added that he hopes the community will continue to support this endeavor by voting for this article.

There was no further discussion.

Article 8 stands as written.

Mrs. Corbeil remarked that she thought the money to replace the computer lab at LMS was in budget.

Mrs. Couture clarified that it is not in the operating budget, but was in proposed budget prior to the reductions.

Mrs. Corbeil asked if there is any money in the budget for technology.

Mrs. Couture noted that technology is level funded and there is no additional money.

The moderator interrupted the dialogue to say that this was not the time to talk about the budget, since the discussion ended several articles before.

ARTICLE 9

Shall the Litchfield School District vote to raise and appropriate the sum of twenty thousand, eight hundred fifty-seven dollars (\$20,857.00) to be added to the operating budget for the purpose of funding salary and benefits for a part-time music teacher at Campbell High School?

Recommended by the School Board

Recommended by the Budget Committee

Mr. Rafferty addressed Article 9. He commented that music is an exciting program and will provide additional electives for students at the high school. He felt that this would be a tremendous investment in the town's money and he hopes for support from the community.

There was no discussion.

Article 9 stands as written.

ARTICLE 10

Shall the Litchfield School District vote to implement public Kindergarten no later than the fall of 2008 and accept eight hundred fifty-one thousand, six hundred forty-three dollars (\$851,643.00) in reimbursement of 75% of the cost for constructing, furnishing, and equipping Kindergarten classrooms? The Litchfield School District will not be asked to appropriate the sum for public Kindergarten until the 2007 School District meeting when they will be asked to raise by taxation 25% of the project, or two hundred eighty-three thousand, eight hundred eighty-one dollars (\$283,881.00).

Recommended by the School Board

Mrs. Couture addressed Article 10. She began by pointing out that there is a recommendation to increase State minimum standards to make Kindergarten mandatory in 2008. She commented that this article allows the District to hold on to the funds available to the District from the Kindergarten Construction Aid Grant until 2007. She affirmed that there would be no monetary impact to the town for the next few coming years.

Mr. Raccio wanted to know why there was no mention of any recommendation by the Budget Committee.

Mrs. Couture explained that because there is no monetary impact the Budget Committee doesn't not have to make a recommendation one way or the other.

Mr. Raccio questioned the concurrence of the monetary value to the town from the Budget Committee.

Mr. Lemire, Budget Committee Chair, addressed the question stating that there is no monetary value this year. When it comes up in 2007, the Budget Committee will act on it.

Mrs. Laura Ferrari of 4 Colonial Drive commented that if New Hampshire mandates Kindergarten and the voters do not pass this article, the town will be throwing away the money from the State. She stated further for clarification, by voting for this article we (the community) are not saying we will implement Kindergarten, we are saying we want to hold on to the money until 2007.

Mrs. Maureen Halligan of 11 Center Street asked if we vote for this, are we isolating money for the town. She further questioned if it is the town is still holding the money even if New Hampshire doesn't mandate Kindergarten?

Mrs. Couture answered in the affirmative.

Mrs. Halligan asked if it doesn't pass, will the Board come back in 2007 with this.

Mrs. Couture answered no, the money will be gone.

Mrs. Terri Clark of 70 Naticook Avenue asked if it would be possible to rewrite the article to avoid confusion on voting day.

Mrs. Couture commented that the District is lawfully bound to word it this way.

There was no further discussion.

Article 10 stands as written.

ARTICLE 11

Shall the Litchfield School District raise and appropriate the sum of twenty-seven thousand dollars (\$27,000.00) for the purpose of funding technical assistance and training for the School District's required implementation of the Government Accounting Standards Board (GASB) Statement Number 34 accounting standards? This is a Special Warrant article.

Recommended by the School Board

Recommended by the Budget Committee

Mr. Martin addressed Article 11. He explained that the Government Accounting Standards Board sets the requirements on how to account for and report financial statements of government organizations. This past year the District was required to implement GASB-34 and did not. This was mentioned in the audit. Mr. Martin noted that GASB-34 is not a law, but the State and federal government does require it. Mr. Martin continued with an anticipated question: what is the penalty if we don't implement it? He answered that currently there is none, there are discussions that there can be a penalty in bond rates if the audited financial statements are not compliant. The Board was required to give the Department of Education a 'fix it' plan for the problem, and the plan was to put it on the ballot. The State Department of Education recently sent a response letter to the school district, which Mr. Martin read to the voters:

‘Unofficially the United States Department of Education does not currently mandate compliance with GASB-34 and is not currently imposing a suspension of federal funds for failure to meet GASB-34 standards. However, the United States Department of Education encourages and highly recommends implementation of GASB-34. Currently, there is no penalty for non-compliance.’

Mr. Martin stated that the town has already complied with GASB-34, but the school district has not. This article is for consulting services we need to assist in becoming compliant. Basically, the article allows the District to become compliant with current financial reporting standards.

There was no discussion.

Article 11 stands as written.

ARTICLE 12

Shall the Litchfield School District authorize the Treasurer, with the approval of the School Board, to appoint a Deputy Treasurer for a 1-Year Term under the provisions of RSA 197:24 (a)?

Recommended by the School Board

Mrs. Couture addressed Article 12. She stated that for the past two years the treasurer was not able to finish the term. The passage of this article will allow the treasurer to appoint a deputy to fill in if the treasurer cannot complete the term.

There was no discussion.

Article 12 stands as written.

ARTICLE 13

Shall we adopt the provisions of RSA 40:14 (b) to delegate the determination of the default to the municipal budget committee which has been adopted under RSA 32:14? This is a petition warrant article.

Not Recommended by the School Board

Mr. Spencer, speaking for the petitioners, addressed Article 13. He stated that the law has changed and the passage of this article will give the Budget Committee the authority to prepare the default budget. He stated that the default will be prepared in same manner as the operating budget.

Mr. Lemire of 547 Charles Bancroft Highway spoke to the article as a resident. He stated that he is against this article. He feels that the professionals need to be doing the default preparation and that, in his opinion, he is not qualified to prepare the default budget.

Mr. Richard Rafferty agreed with Mr. Lemire. He commented that if this article passes, who on the Budget Committee would prepare it and where would the information come from?

Mr. Spencer answered that the budget process would not be done differently than the way it is done currently.

Mr. Rafferty commented that if this article passes, the Budget Committee will be able to do whatever they want with it.

Mr. Spencer remarked that the Committee cannot do whatever they want with it, and that since Mr. Lemire and Mr. Rafferty are against the Budget Committee preparing it, maybe someone should look at the default.

Mr. Martin commented that the School Board is required by law to create a default budget that guarantees minimum dollars to deliver level services as budgeted the previous year. The Board has a legal responsibility to deliver those services. If another committee creates a budget that cannot deliver level services, who is accountable? The Budget Committee does not have any responsibility to make sure level services are provided by the default budget. There are gray areas that are likely to be challenged in the courts throughout the State.


Mr. Raccio made a motion to close the discussion on Article 12. Mr. Spencer seconded. The motion passed by majority voice vote.

Article 13 stands as written.

The Moderator thanked all who attended and accepted a motion to adjourn. Mrs. Couture made the motion to adjourn. Multiple people seconded the motion. The motion passed unanimously by voice vote.

Prepared by:
Michele E. Flynn
Secretary to the Litchfield School Board

A true record of the
Litchfield School District Deliberative Session
Attest:


Lynn Baddeley
School District Clerk

Submitted: February 11, 2005



PLODZIK & SANDERSON

Professional Association/Accountants & Auditors

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX-224-1380

INDEPENDENT AUDITOR'S REPORT

To the Members of the School Board
Litchfield School District
Litchfield, New Hampshire

We have audited the accompanying financial statements of the Litchfield School District, as of and for the year ended June 30, 2004 as shown on pages 2 through 4. These financial statements are the responsibility of the Litchfield School District's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

Management has chosen not to implement Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*. Therefore these financial statements are presented following the principles that were in effect prior to GASB Statement No. 34. Management has not presented government-wide financial statements to display the financial position and changes in financial position of its governmental activities and if applicable, business-type activities. The financial statements presented do not contain separate statements for governmental and fiduciary fund types, nor are major and non-major funds separately identified and classified. The financial statements also present a general long-term debt account group which should not be reported as such, but the information contained therein should be included in the government-wide financial statements were they presented. Also, the financial statements do not contain any information on capital assets because the government has not maintained historical cost records of such assets. Management has not presented a management's discussion and analysis as required. The amounts that would be reported in the missing statements and required supplementary information, and the effects of reclassifying and properly reporting the information presented are not reasonably determined.

In our opinion, because of the effects of the matters discussed in the preceding paragraph, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Litchfield School District as of June 30, 2004, or the changes in its financial position for the year then ended.

July 29, 2004

Plodzik & Sanderson
Professional Association

EXHIBIT A
LITCHFIELD SCHOOL DISTRICT
Combined Balance Sheet
All Fund Types and Account Group
June 30, 2004

	<u>Governmental</u> <u>Fund Types</u>		<u>Fiduciary</u> <u>Fund Type</u>	<u>Account Group</u> <u>General</u>	<u>Total</u>
	<u>General</u>	<u>Special</u> <u>Revenue</u>	<u>Agency</u>	<u>Long-Term</u> <u>Debt</u>	<u>(Memorandum</u> <u>Only)</u>
<u>ASSETS AND OTHER DEBITS</u>					
<u>Assets</u>					
Cash and Cash Equivalents	\$ 899,939	\$ 126,453	\$ 96,908	\$	\$ 1,123,300
<u>Receivables</u>					
Accounts	20,945				20,945
Intergovernmental		39,409			39,409
Interfund Receivable	30,910				30,910
<u>Other Debits</u>					
Amount to be Provided for Retirement of General Long-Term Debt				8,550,397	8,550,397
TOTAL ASSETS AND OTHER DEBITS	<u>\$ 951,794</u>	<u>\$ 165,862</u>	<u>\$ 96,908</u>	<u>\$ 8,550,397</u>	<u>\$ 9,764,961</u>
<u>LIABILITIES AND EQUITY</u>					
<u>Liabilities</u>					
Accounts Payable	\$ 106,079	\$ 208	\$	\$	\$ 106,287
Accrued Payroll and Benefits	306,286				306,286
Interfund Payable		30,910			30,910
Due to Student Groups			96,908		96,908
Deferred Revenue		58			58
General Obligation Bonds Payable				8,485,000	8,485,000
Compensated Absences Payable				65,397	65,397
Total Liabilities	<u>412,365</u>	<u>31,176</u>	<u>96,908</u>	<u>8,550,397</u>	<u>9,090,846</u>
<u>Equity</u>					
<u>Fund Balances</u>					
Reserved For Encumbrances	128,880				128,880
Reserved For Special Purposes	50,000				50,000
<u>Unreserved</u>					
Designated For Special Purposes		134,686			134,686
Undesignated	<u>360,549</u>	<u>134,686</u>			<u>360,549</u>
Total Equity	<u>539,429</u>	<u>134,686</u>			<u>674,115</u>
TOTAL LIABILITIES AND EQUITY	<u>\$ 951,794</u>	<u>\$ 165,862</u>	<u>\$ 96,908</u>	<u>\$ 8,550,397</u>	<u>\$ 9,764,961</u>

The notes to financial statements are an integral part of this statement.

EXHIBIT B
LITCHFIELD SCHOOL DISTRICT
Combined Statement of Revenues, Expenditures and Changes in Fund Balances
All Governmental Fund Types
For the Fiscal Year Ended June 30, 2004

	<u>General</u>	<u>Special Revenue</u>	<u>Total</u>
<u>Revenues</u>			
School District Assessment	\$ 6,108,877	\$	\$ 6,108,877
Other Local	116,681	382,441	499,122
State	6,901,920	4,651	6,906,571
Federal	<u>97,218</u>	<u>348,563</u>	<u>445,781</u>
<u>Total Revenues</u>	<u>13,224,696</u>	<u>735,655</u>	<u>13,960,351</u>
<u>Expenditures</u>			
<u>Current</u>			
Instruction	7,181,244	289,917	7,471,161
<u>Support Services</u>			
Student	815,980		815,980
Instructional Staff	383,702		383,702
General Administration	56,963		56,963
Executive Administration	395,571		395,571
School Administration	890,995		890,995
Business	212,482		212,482
Operation and Maintenance of Plant	1,216,584		1,216,584
Student Transportation	551,491		551,491
Other	806		806
Non-Instructional Services		413,689	413,689
Facilities Acquisition and Construction	78,654		78,654
Debt Service	<u>1,275,462</u>		<u>1,275,462</u>
<u>Total Expenditures</u>	<u>13,059,934</u>	<u>703,606</u>	<u>13,763,540</u>
<u>Excess of Revenues and Over Expenditures</u>	164,762	32,049	196,811
<u>Fund Balances - July 1</u>	<u>374,667</u>	<u>102,637</u>	<u>477,304</u>
<u>Fund Balances - June 30</u>	<u>\$ 539,429</u>	<u>\$ 134,686</u>	<u>\$ 674,115</u>

The notes to financial statements are an integral part of this statement.

EXHIBIT C
LITCHFIELD SCHOOL DISTRICT
Combined Statement of Revenues, Expenditures and Changes in Fund Balances
Budget and Actual (Budgetary Basis)
General and Special Revenue Funds
For the Fiscal Year Ended June 30, 2004

	General Fund		Variance
	Budget	Actual	Favorable (Unfavorable)
<u>Revenues</u>			
School District Assessment	\$ 6,108,877	\$ 6,108,877	\$
Other Local	54,000	116,681	62,681
State	6,800,550	6,823,328	22,778
Federal	<u>45,000</u>	<u>97,218</u>	<u>52,218</u>
<u>Total Revenues</u>	<u>13,008,427</u>	<u>13,146,104</u>	<u>137,677</u>
<u>Expenditures</u>			
<u>Current</u>			
Instruction	7,390,098	7,059,835	330,263
<u>Support Services</u>			
Student	834,840	825,158	9,682
Instructional Staff	362,115	412,199	(50,084)
General Administration	52,265	56,587	(4,322)
Executive Administration	420,552	392,723	27,829
School Administration	878,308	890,820	(12,512)
Business	207,102	212,482	(5,380)
Operation and Maintenance of Plant	1,133,604	1,260,255	(126,651)
Student Transportation	645,933	551,491	94,442
Other	646	806	(160)
Non-Instructional Services			
Facilities Acquisition and Construction	101,423	92,109	9,314
Debt Service	<u>1,275,913</u>	<u>1,275,462</u>	<u>451</u>
<u>Total Expenditures</u>	<u>13,302,799</u>	<u>13,029,927</u>	<u>272,872</u>
<u>Excess (Deficiency) of Revenues</u>			
<u>Over (Under) Expenditures</u>	<u>\$ (294,372)</u>	116,177	<u>\$ 410,549</u>
<u>Increase in Fund Balance Reserved for Special Purposes</u>		(50,000)	
<u>Unreserved Fund Balance - July 1</u>		<u>294,372</u>	
<u>Unreserved Fund Balance - June 30</u>		<u>\$ 360,549</u>	

Special Revenue Funds			Total (Memorandum Only)		
Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
\$	\$	\$	\$ 6,108,877	\$ 6,108,877	\$
384,000	382,441	(1,559)	438,000	499,122	61,122
	4,651	4,651	6,800,550	6,827,979	27,429
<u>340,654</u>	<u>348,563</u>	<u>7,909</u>	<u>385,654</u>	<u>445,781</u>	<u>60,127</u>
<u>724,654</u>	<u>735,655</u>	<u>11,001</u>	<u>13,733,081</u>	<u>13,881,759</u>	<u>148,678</u>
303,654	289,917	13,737	7,693,752	7,349,752	344,000
			834,840	825,158	9,682
			362,115	412,199	(50,084)
			52,265	56,587	(4,322)
			420,552	392,723	27,829
			878,308	890,820	(12,512)
			207,102	212,482	(5,380)
			1,133,604	1,260,255	(126,651)
			645,933	551,491	94,442
			646	806	(160)
421,000	413,689	7,311	421,000	413,689	7,311
			101,423	92,109	9,314
			<u>1,275,913</u>	<u>1,275,462</u>	<u>451</u>
<u>724,654</u>	<u>703,606</u>	<u>21,048</u>	<u>14,027,453</u>	<u>13,733,533</u>	<u>293,920</u>
<u>\$ -0-</u>	32,049	<u>\$ 32,049</u>	<u>\$ (294,372)</u>	148,226	<u>\$ 442,598</u>
				(50,000)	
	<u>102,637</u>			<u>397,009</u>	
	<u>\$ 134,686</u>			<u>\$ 495,235</u>	

The notes to financial statements are an integral part of this statement.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2004

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The more significant of the government's accounting policies are described below.

1-A Reporting Entity

In New Hampshire, each town constitutes a school district except school districts organized under special acts of Legislature. The Litchfield School District serves the community of Litchfield, New Hampshire and provides public education services for students in kindergarten through grade twelve.

The School District is a municipal corporation governed by an elected 5-member board. These financial statements present the Litchfield School District (primary government). Component units are organizations for which the primary government is financially accountable or for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

1-B Basis of Presentation

The accounts of the School District are organized on the basis of funds or account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, as appropriate. The various funds are grouped by type in the financial statements. The following fund types and account groups are used by the School District:

Governmental Fund Types

General Fund - The General Fund is the general operating fund of the School District. All general tax revenues and other receipts that are not allocated by law or contractual agreement to another fund are accounted for in this fund. From the fund are paid the general operating expenditures, the fixed charges, and the capital improvement costs that are not paid through other funds.

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) requiring separate accounting because of legal or regulatory provisions or administrative action.

Fiduciary Fund Type

Agency Funds - These funds account for assets held by the School District as an agent for student groups.

Account Groups

Account groups are not "funds." They are concerned only with the measurement of financial position. They are not involved with the measurement of results of operations. The School District uses the following account groups:

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2004

General Fixed Assets Account Group - General fixed assets have been acquired for general governmental purposes and have been recorded as expenditures in the applicable fund. The School District does not maintain a record of its general fixed assets valued at historical cost and, accordingly, a statement of general fixed assets, is not included in this financial report.

General Long-Term Debt Account Group - This account group is established to account for all long-term debt of the School District.

1-C Measurement Focus/Basis of Accounting

Governmental and Agency Funds use the modified accrual basis of accounting. Under this method, revenues are recognized in the accounting period in which they become both available and measurable (flow of current financial resources measurement focus). Most miscellaneous revenues are recorded when received in cash. General taxes, intergovernmental revenues, charges for services, and investment earnings are recorded when earned (when they are measurable and available). Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except expenditures for prepayments, debt service and other long-term obligations, which are recognized when due.

1-D Assets, Liabilities and Fund Equity

1-D-1 Cash and Cash Equivalents

Cash and cash equivalents include amounts in demand deposits as well as short-term investments with a maturity date within three months of the date acquired by the School District.

New Hampshire statutes require that the School District treasurer have custody of all moneys belonging to the School District and pay out the same only upon orders of the School Board. The treasurer shall deposit all moneys in participation units in the public deposit investment pool established pursuant to N.H. RSA 383:22 or in solvent banks in the state. Funds may be deposited in banks outside the state if such banks pledge or deliver to a third party custodial bank or the Federal Reserve Bank, collateral security for such deposits, United States government or government agency obligations, or obligations of the State of New Hampshire in value at least equal to the amount of the deposit in each case.

1-D-2 Receivables

Receivables have been recorded for certain grants received from other governments that require that eligible expenditures be made in order to earn the grant. Revenue for these grants is recorded for the period in which eligible expenditures are made.

1-D-3 Compensated Absences

Employees may accumulate a limited amount of earned, but unused, vested benefits, which will be paid upon separation from the School District's service. In Governmental Fund Types, the cost of vested benefits paid or expected to be liquidated with expendable available financial resources is reported as an expenditure and fund liability of the fund. Amounts of vested or accumulated leave benefits that are not expected to be liquidated with expendable available financial resources are reported in the General Long-Term Debt Account Group. No expenditure is reported for these amounts.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2004

1-D-4 Deferred Revenue

The School District reports deferred revenue on its combined balance sheet. Deferred revenue arises when a potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Deferred revenue also arises when resources are received before the School District has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the School District has a legal claim to the resources, the liability for deferred revenue is removed from the balance sheet and revenue is recognized.

1-D-5 Accrued Liabilities and Long-Term Obligations

All payables and accrued liabilities are reported in the financial statements.

In general, Governmental Fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources, are reported as obligations of these funds. However, claims and judgements, and compensated absences that will be paid from Governmental Funds are reported as a liability in the fund financial statements only to the extent that they are "due for payment" during the current year.

The School District reports long-term debt of Governmental Funds at face value in the General Long-Term Debt Account Group. Certain other Governmental Fund obligations not expected to be financed with current available financial resources are also reported in the General Long-Term Debt Account Group.

1-D-6 Fund Equity

Generally, fund balance represents the difference between the current assets and current liabilities. The School District reserves those portions of fund balance that are legally segregated for a specific future use or that do not represent available, spendable resources, and therefore are not available for appropriation or expenditure. Unreserved fund balance indicates that portion of fund balance that is available for appropriation in future periods. Designations are management's intent to set aside these resources for specific purposes.

The following reserves are used by the School District:

Reserve for Encumbrances - is used to account for open purchase orders, contracts and other commitments at year-end for which goods and services have not been received.

Reserve for Special Purposes - is used to account for the unencumbered balance of restricted funds. This consists of an amount voted for the end of year surplus to establish a Capital Reserve Fund.

The following designation is used by the School District:

Designated for Special Purposes - is used to account for the unencumbered balances of the Special Revenue Funds.

1-D-7 Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2004

1-D-8 Memorandum Only - Total Columns

Total columns on the financial statements are captioned as "memorandum only" because they do not represent consolidated financial information and are presented only to facilitate financial analysis. The columns do not present information that reflects financial position, results of operations or cash flows in accordance with U.S. generally accepted accounting principles. Interfund eliminations have not been made in the aggregation of this data.

NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

2-A Budgetary Information

General governmental revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with various legal requirements which govern the School District's operations. At its annual meeting, the School District adopts a budget for the current year for the General and Special Revenue Funds. Except as reconciled below, budgets are adopted on a basis consistent with U.S. generally accepted accounting principles.

Management may transfer appropriations between operating categories as deemed necessary, but expenditures may not legally exceed budgeted appropriations in total. All annual appropriations lapse at year-end unless encumbered.

Encumbrance accounting, under which purchase orders, contracts, and continuing appropriations (certain projects and specific items not fully expended at year-end) are recognized, is employed in the governmental funds. Encumbrances are not the equivalent of expenditures and are therefore reported as part of the fund balance at June 30, and are carried forward to supplement appropriations of the subsequent year.

State statutes require balanced budgets, but provide for the use of beginning unreserved fund balance to achieve that end. In the fiscal year 2004, \$294,372 of the beginning General Fund fund balance was applied for this purpose.

2-B Budget/GAAP Reconciliation

Amounts recorded as budgetary revenues and expenditures in the Combined Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual - General and Special Revenue Funds (Exhibit C) are presented on the basis budgeted by the School District. The amounts differ from those reported in the Combined Statement of Revenues, Expenditures and Changes in Fund Balances - All Governmental Fund Types (Exhibit B) as follows:

	<u>General Fund</u>
<u>Revenues and Other Financing Sources</u>	
Per Exhibit C (Budgetary Basis)	\$ 13,146,104
<u>Adjustments</u>	
<u>Basis Difference</u>	
Retirement Contributions Paid by the State of New Hampshire	<u>78,592</u>
Per Exhibit B (GAAP Basis)	<u>\$ 13,224,696</u>

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2004

<u>Expenditures and Other Financing Uses</u>	
Per Exhibit C (Budgetary Basis)	\$ 13,029,927
<u>Adjustments</u>	
<u>Basis Difference</u>	
Encumbrances - June 30, 2003	80,295
Encumbrances - June 30, 2004	(128,880)
Retirement Contributions Paid by the State of New Hampshire	<u>78,592</u>
Per Exhibit B (GAAP Basis)	<u>\$ 13,059,934</u>

2-C New Reporting Standard

In June 1999, the Governmental Accounting Standards Board (GASB) issued Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*. This statement establishes new financial reporting requirements for all state and local governments. When implemented, it requires new information and restructures much of the information that governments have presented in the past. Comparability with reports issued in all prior years will be affected. The School District has chosen not to implement this standard as required for the year ending June 30, 2004.

NOTE 3 - DETAILED NOTES ON ALL FUNDS AND ACCOUNT GROUPS

3-A Cash and Cash Equivalents

All bank deposits as of June 30, 2004, were insured by the Federal Deposit Insurance Corporation (FDIC) or collateralized with securities held by the School District or its agent (Citizens Bank) in the School District's name.

3-B Receivables

Receivables at June 30, 2004, consisted of intergovernmental amounts arising from grants.

Receivables are recorded on the School District's financial statements to the extent that the amounts are determined to be material and substantiated not only by supporting documentation, but also by a reasonable, systematic method of determining their existence, completeness, valuation, and collectibility.

3-C Interfund Balances

Interfund balances at June 30, 2004 consist of overdrafts in the pooled cash.

Individual fund interfund receivable and payable balances at June 30, 2004 are as follows:

	<u>Interfund Receivable</u>	<u>Interfund Payable</u>
General Fund	\$ 30,910	\$
Special Revenue Funds	<u> </u>	<u>30,910</u>
<u>Totals</u>	<u>\$ 30,910</u>	<u>\$ 30,910</u>

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2004

3-D Long-Term Debt

Changes in the School District's long-term obligations during the year ended June 30, 2004, consisted of the following:

	<u>Balances, July 1, 2003</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balances, June 30, 2004</u>
General Obligation Bonds	\$ 9,285,000	\$	\$ 800,000	\$ 8,485,000
Compensated Absences	<u>27,758</u>	<u>37,638</u>		<u>65,396</u>
Totals	\$ 9,312,758	\$ 37,638	\$ 800,000	\$ 8,550,396

Long-term debt payable at June 30, 2004, is comprised of the following:

	<u>Original Amount</u>	<u>Issue Date</u>	<u>Maturity Date</u>	<u>Interest Rate %</u>	<u>Outstanding at June 30, 2004</u>
<u>General Obligation Bonds Payable</u>					
High School Construction	\$ 11,685,000	2000	2015	4.5-5.25	\$ 8,485,000
<u>Compensated Absences Payable</u>					
Accrued Vacation Leave					<u>65,397</u>
<u>Total General Long-Term Debt Account Group</u>					<u>\$ 8,550,397</u>

The annual requirements to amortize all general obligation debt outstanding as of June 30, 2004, including interest payments, are as follows:

<u>Fiscal Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2005	\$ 800,000	\$ 435,463	\$ 1,235,463
2006	800,000	395,462	1,195,462
2007	800,000	355,463	1,155,463
2008	800,000	315,462	1,115,462
2009	800,000	275,463	1,075,463
2010-2014	4,000,000	757,313	4,757,313
2015	<u>485,000</u>	<u>25,462</u>	<u>510,462</u>
Totals	\$ 8,485,000	\$ 2,560,088	\$ 11,045,088

All debt is general obligation debt of the School District, which is backed by its full faith and credit, and will be repaid from general governmental revenues.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2004

NOTE 4 - OTHER MATTERS

4-A Pensions

Plan Description and Provisions

The School District participates in the New Hampshire Retirement System (The System) which is the administrator of a cost-sharing multiple-employer contributory pension plan and trust established in 1967 by RSA 100-A:2 and is qualified as a tax-exempt organization under Sections 401(a) and 501(a) of the Internal Revenue Code. The plan is a contributory, defined benefit plan providing service, disability, death and vested retirement benefits to members and their beneficiaries. Provisions for benefits and contributions are established and can be amended by the New Hampshire State Legislature. The System issues a publicly available financial report that may be obtained by writing the New Hampshire Retirement System, 4 Chenell Drive, Concord, NH 03301.

Description of Funding Policy

The System is financed by contributions from both the employees and the School District. Member contribution rates are established and may be amended by the State legislature while employer contribution rates are set by the System trustees based on an actuarial valuation. All employees are required to contribute 5% of earnable compensation. For the fiscal year 2004, the School District contributed 2.64% for teachers and 5.90% for other employees. The contribution requirements for the Litchfield School District for the fiscal years 2002, 2003, and 2004 were \$153,521, \$170,360, and \$215,797, respectively, which were paid in full in each year.

The State of New Hampshire funds 35% of employer costs for teachers employed by the School District. The State does not participate in funding the employer costs of other School District employees. GASB Statement No. 24, *Accounting and Financial Reporting for Certain Grants and Other Financial Assistance* requires this amount to be reported as a revenue and expenditure in the School District's financial statements. This amount \$78,592 has been included on Exhibit B - Combined Statement of Revenues, Expenditures and Changes in Fund Balances - All Governmental Fund Types and is reconciled to the budgetary expenditures in Note 2-B.

4-B Risk Management

The School District is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; injuries to employees; or natural disasters. During fiscal year 2004, the School District was a member of **The New Hampshire Public Risk Management Exchange (Primex) Workers' Compensation and Property/Liability Programs** which are pooled risk management programs under RSAs 5-B and 281-A. The workers' compensation and employer's liability policy provides statutory coverage for workers' compensation and up to \$2,000,000 of employer's liability coverage. Primex retained \$500,000 of each workers' compensation and liability loss and \$200,000 of each property loss. The combined liability package includes coverage for property, auto, liability, errors and omissions, crime, and boiler and machinery. The membership and coverage run from July 1 through June 30. The estimated net contribution from the Litchfield School District billed and paid for the year ended June 30, 2004 was \$12,203 for workers' compensation and \$49,974 for property/liability. The member participation agreements permit Primex to make additional assessments to members, should there be a deficiency in contributions for any member year, not to exceed the member's annual contribution. At this time, Primex foresees no likelihood of any additional assessment for this or any prior year.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2004

4-C Contingent Liabilities

Grants

Amounts received or receivable from grantor agencies are subject to audit and adjustment by such grantor agencies, principally the Federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may be disallowed by the grantor cannot be determined at this time although the School District expects such amounts, if any, to be immaterial.

Litchfield School District
Statement of Actual Expenditures for
Special Education Programs and Services

	2002 – 2003	2003 – 2004
EXPENDITURES		
Instruction	\$ 1,733,188.74	\$ 1,699,983.87
Related Services	\$ 297,036.28	\$ 215,802.05
Administration	\$ 85,570.71	\$ 136,887.41
Legal	\$ 10,908.14	\$ 15,079.00
Transportation	\$ 278,747.14	\$ 191,754.12
Total Expenditures	\$ 2,405,451.01	\$ 2,259,506.45
REVENUES		
NH Catastrophic Aid	\$ 277,087.69	\$ 137,558.52
IDEA Grant	\$ 182,699.00	\$ 221,045.30
Preschool Grant	\$ 7,233.00	\$ 7,227.74
Medicaid	\$ 59,879.25	\$ 97,218.59
Tuition	\$ 28,854.85	\$ 24,704.00
Sliver Grant		\$ 6,158.59
Cider Preschool Grant		\$ 1,500.00
Total Revenues	\$ 555,753.79	\$ 495,412.74

SCHOOL BUDGET FORM

BUDGET FORM FOR SCHOOL DISTRICTS WHICH HAVE ADOPTED
THE PROVISIONS OF RSA 32:14 THROUGH 32:24
OF: LITCHFIELD, NH

Appropriations and Estimates of Revenue for the Fiscal Year From July 1, 2005 to June 30, 2006

IMPORTANT:

Please read RSA 32:5 applicable to all municipalities.

1. Use this form to list ALL APPROPRIATIONS in the appropriate recommended and not recommended area. This means the operating budget and all special and individual warrant articles must be posted.
2. Hold at least one public hearing on this budget.
3. When completed, a copy of the budget must be posted with the warrant. Another copy must be placed on file with the school clerk, and a copy sent to the Department of Revenue Administration at the address below.

We Certify This Form Was Posted on (Date): 1/31/2005

BUDGET COMMITTEE

Please sign in ink.

W. B. Smith
Robert B. Smith
Carl A. Williams
Susan B. White
Doreen J. Smith

[Signature]

THIS BUDGET SHALL BE POSTED WITH THE SCHOOL WARRANT

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION
COMMUNITY SERVICES DIVISION
MUNICIPAL FINANCE BUREAU
P.O. BOX 487, CONCORD, NH 03302-0487
(603)271-3397

MS-27
Rev. 07/02

Budget - School District of Litchfield, NH FY 2005-2006

1 2 3 4 5 6 7 8 9

PURPOSE OF APPROPRIATIONS (RSA 32:3.V)			WARR. ART.#	Expenditures for Year 7/1/03 to 6/30/04	Appropriations Current Year as Approved by DRA	School Board's Appropriations		Budget Committee's Approp.	
Acct.#	INSTRUCTION (1000-1999)			XXXXXXXXXX	XXXXXXXXXX	RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED
				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1100-1199	Regular Programs		3	5,286,967.00	5,565,686.85	6,188,405		6,028,798	159,607
1200-1299	Special Programs		3	1,598,455.62	1,985,734.44	2,040,119		2,068,335	(28,216)
1300-1399	Vocational Programs		3	21,026.41	31,500.00	31,500		31,500	
1400-1499	Other Programs		3	203,754.88	258,796.30	323,496		295,382	28,114
1500-1599	Non-Public Programs								
1600-1899	Adult & Community Programs								
	SUPPORT SERVICES (2000-2999)			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
2000-2199	Student Support Services		3	814,735.90	923,005.48	984,321		983,907	10,414
2200-2299	Instructional Staff Services		3	384,501.17	579,209.04	669,973		648,124	21,849
	General Administration			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
2310 840	School Board Contingency								
2310-2319	Other School Board		3			71,012		71,811	(799)
	Executive Administration			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
2320-310	SAU Management Services			0.00	56,827.50				
2320-2399	All Other Administration		3	455,543.12	456,773.09	476,209		418,458	57,751
2400-2499	School Administration Service		3	890,994.35	876,755.82	926,660		909,919	16,741
2500-2599	Business		3	212,481.87	259,042.36	255,013		265,297	(10,284)
2600-2699	Operation & Maintenance of Plant		3	1,216,598.60	1,269,549.59	1,521,599		1,380,776	140,823
2700-2799	Student Transportation		3	551,491.28	683,950.00	771,073		793,013	(21,940)
2800-2999	Support Service Central & Other								
3000-3999	NON-INSTRUCTIONAL SERVICES		3		646.00	1,000		646	354
4000-4999	FACILITIES ACQUISITIONS & CONSTRUCTION		3	69,329.47	58,452.02	49,812		44,611	5,201
	OTHER OUTLAYS (5000-5999)			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
5110	Debt Service - Principal		3	800,000.00	800,450.00	800,450		800,000	450
5120	Debt Service - Interest		3	475,462.33	435,462.50	395,463		395,463	

1	2	3	4	5	6	7	8	9
PURPOSE OF APPROPRIATIONS (RSA 32:3.V)		WARR. ART.#	Expenditures for Year 7/1/03 to 6/30/04	Appropriations Current Year As Approved by DRA	School Board's Appropriations Ensuing Fiscal Year		Budget Committee's Approp. Ensuing Fiscal Year	
Acct.#					RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED
FUND TRANSFERS								
5220-5221	To Food Service	3	391,357.77	425,000.00	461,247		461,247	
5222-5229	To Other Special Revenue	3	289,916.67	229,742.00	323,100		323,100	
5230-5239	To Capital Projects							
5251	To Capital Reserves			50,000.00				
5252	To Expendable Trust ("see below)							
5253	To Non-Expendable Trusts							
5254	To Agency Funds							
5300-5399	Intergovernmental Agency Alloc.							
	SUPPLEMENTAL							
	DEFICIT							
	SUBTOTAL 1		\$ 13,662,616.44	\$ 14,946,582.99	\$ 16,300,450		\$ 15,920,385	\$ 380,065

PLEASE PROVIDE FURTHER DETAIL:

* Amount of line 5252 which is for Health Maintenance Trust \$ _____ (see RSA 198:20-c, V)

If you have a line item of appropriations from more than one warrant article, please use the space below to identify the make-up of the line total for the ensuing year.

Acct. #	Warr. Art. #	Amount	Acct. #	Warr. Art. #	Amount

1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR. ART.#	Actual Revenues Prior Year	Revised Revenues Current Year	Estimated Revenues ENSUING FISCAL YEAR
REVENUE FROM LOCAL SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1300-1349	Tuition		56,467.60	42,000.00	20,000
1400-1449	Transportation Fees		9,504.00	12,513.13	9,000
1500-1599	Earnings on Investments		18,761.36	17,111.27	17,700
1600-1699	Food Service Sales		376,084.78	370,000.00	382,900
1700-1799	Student Activities				
1800-1899	Community Services Activities				
1900-1999	Other Local Sources		32,569.58	20,402.62	10,000
REVENUE FROM STATE SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3210	School Building Aid		234,683.63	218,405.03	218,405
3220	Kindergarten Aid				
3230	Catastrophic Aid		137,558.52	100,313.77	100,314
3240-3249	Vocational Aid		760.96		
3250	Adult Education				
3260	Child Nutrition		4,651.38		4,700
3270	Driver Education				
3290-3299	Other State Sources				
REVENUE FROM FEDERAL SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4100-4539	Federal Program Grants		54,668.72	56,806.22	51,200
4540	Vocational Education				
4550	Adult Education				
4560	Child Nutrition		42,024.97	42,000.00	39,900
4570	Disabilities Programs		229,538.17	264,708.00	271,900
4580	Medicaid Distribution		97,218.00	60,000.00	60,000
4590-4999	Other Federal Sources (except 4810)		5,709.78		
4810	Federal Forest Reserve				
OTHER FINANCING SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
5110-5139	Sale of Bonds or Notes (Article 1)				19,836,269
5110-5139	Sale of Bonds or Notes (Article 2)				15,000,000
5221	Transfer from Food Service-Spec.Rev.Fund				33,047
5222	Transfer from Other Special Revenue Funds		24.48		
5230	Transfer from Capital Project Funds				
5251	Transfer from Capital Reserve Funds				

1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR. ART.#	Actual Revenues Prior Year	Revised Revenues Current Year	Estimated Revenues ENSUING FISCAL YEAR
OTHER FINANCING SOURCES CONT.			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
5252	Transfer from Expendable Trust Funds				
5253	Transfer from Non-Expendable Trust Funds				
5300-5699	Other Financing Sources				
5140	This Section for Calculation of RAN's (Reimbursement Anticipation Notes) Per RSA 198:20-D for Catastrophic Aid Borrowing RAN, Revenue This FY _____ less RAN, Revenue Last FY _____ =NET RAN				
	Supplemental Appropriation (Contra)				
	Voted From Fund Balance				
	Fund Balance to Reduce Taxes			360,549.00	50,000
Total Estimated Revenue & Credits (includes both Article 1 and 2)			\$ 1,300,225.93	\$ 1,564,809.04	\$ 36,105,335

****BUDGET SUMMARY****

	Current Year Adopted Budget	School Board's Recommended Budget	Budget Committee's Recommended Budget
SUBTOTAL 1 Appropriations Recommended (from page 3)	\$ 14,946,583.00	\$ 16,300,450	\$ 15,920,385
SUBTOTAL 2 Special Warrant Articles Recommended (from page 4)		\$ 20,735,197	\$ 15,688,900
SUBTOTAL 3 "Individual" Warrant Articles Recommended (from page 4)		\$ 49,013	\$ 49,013
TOTAL Appropriations Recommended	14,946,583.00	\$ 37,084,660	\$ 31,658,298
Less: Amount of Estimated Revenues & Credits (Adjusted for recommended bond article)	1,518,758.00	\$ 21,105,335	\$ 16,219,066
Less: Amount of Cost of Adequate Education (State Tax/Grant)*	\$ 6,471,661.00	\$ 6,471,661	\$ 6,471,661
Estimated Amount of Local Taxes to be Raised For Education	\$ 6,956,164.00	\$ 9,507,665	\$ 8,967,572

Maximum Allowable Increase to Budget Committee's Recommended Budget per RSA 32:18: \$ 33,164,381.50
(See Supplemental Schedule With 10% Calculation)

*Note: You will also be required to pay a State Education Tax RSA 76:3 and you may be required to pay an additional excess education tax in the amount of \$_____.

Office of the Superintendent of Schools

1 Highlander Court

Litchfield, NH 03052

578-3570

Catherine M. Hamblett, Superintendent

Stephen Martin, Business Administrator

Joyce Choate, Director of Curriculum and Instruction

Deb Mahoney, HR/Benefits Coordinator

Ronda Gregg, Director Special Services

Adam Steel, Technology Coordinator

Griffin Memorial School

229 Charles Bancroft Highway

Litchfield, NH 03052

424-0078

Linda Scott, Principal

Stacy Maghakian, Assistant Principal

Litchfield Middle School

19 McElwain Drive

Litchfield, NH 03052

424-0566

Martin Schlichter, Principal

Tom Lecklider, Assistant Principal

Campbell High School

1 Highlander Court

Litchfield, NH 03052

546-0300

William Marston, Interim Principal

Annmarie Holloran, Dean of Students

Notes

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Notes

