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FORTY-FIRST

# Annual Report

OF THE

## CITY OF BERLIN

NEW HAMPSHIRE

1938

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UNIVERSITY OF  
NEW HAMPSHIRE  
FOR THE YEAR ENDING  
JANUARY 31, 1938







1938  
FORTY-FIRST  
ANNUAL REPORT  
OF THE  
RECEIPTS AND EXPENDITURES  
OF THE  
CITY OF BERLIN, N. H.  
FOR THE YEAR ENDING  
JANUARY 31, 1938  
TOGETHER WITH OTHER ANNUAL REPORTS  
AND PAPERS RELATING TO THE  
AFFAIRS OF THE CITY



Berlin, N. H.  
SMITH & TOWN, PRINTERS  
1938



# CITY GOVERNMENT

BERLIN, N. H.

1937-1938

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## EXECUTIVE DEPARTMENT

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### Mayor

ARTHUR J. BERGERON

Elected annually in March, by the people

Salary \$700 per year

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### City Council

One Councilman elected annually for term of three years by the voters of each ward. Salary \$2.00 for actual attendance at regular, special and adjourned meetings.

Not to exceed \$75.00 annually.

**Ward 1**—CLIFFORD ROY  
HENRY BLACKBURN  
HARLAND T. JEFFERSON

**Ward 2**—ROBERT RAMSEY  
D. J. HALLE  
RICHARD RAMSEY

**Ward 3**—TONY G. EASTMAN  
OLAF NELSON  
ARTHUR BOULANGER

**Ward 4**—LEO FRECHETTE  
EDMUND HAMEL  
AIME A. TONDREAU

**City Clerk**

GASTON A. COURNOYER

Elected annually by the City Council. Also Clerk of City Council  
Office in City Hall

Salary \$1,464.45 per year and fees

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**Deputy City Clerk**

MARY E. MORGAN

Salary \$1,529.20 per year

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**Standing Committees 1937-1938**

**Finance:** Mayor, Nelson, Tondreau

**Public Works:** Tondreau, Roy, Richard Ramsey, Frechette

**Accounts and Claims:** Eastman, Robert Ramsey, Hamel

**Salaries:** Frechette, Blackburn, Halle, Boulanger

**Fire Department:** Roy, Robert Ramsey, Halle, Hamel

**Public Buildings:** Roy, Blackburn, Boulanger, Hamel

**Election Returns:** Robert Ramsey, Blackburn, Nelson, Tondreau

**Public Health:** Eastman, Jefferson, Richard Ramsey, Nelson

**Engrossed Ordinances:** Halle, Jefferson, Boulanger, Frechette

**Licenses:** Hamel, Jefferson, Robert Ramsey, Nelson

**Printing:** Frechette, Roy, Boulanger, Eastman

**Ways and Means:** Tondreau, Blackburn, Robert Ramsey, Eastman

**Electric Lights:** Eastman, Jefferson, Halle, Hamel

**Relief:** Frechette, Robert Ramsey, Nelson, Hamel

**P. W. A.:** Roy, Richard Ramsey, Nelson, Tondreau, Halle

**W. P. A.:** Blackburn, Jefferson, Richard Ramsey, Boulanger

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**City Treasurer**

LEO J. CAMPAGNA

Salary \$400.00 per year



**City Auditor**

HIRAM B. HASKELL  
317 Bell Building. Manchester, N. H.  
Salary \$1,000.00 per year

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**City Engineer—Street and Sewer Commissioner**

P. L. MURPHY  
Elected annually by the Council. Office, City Hall  
Salary \$2,702.00 per year

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**Inspector of Buildings**

WILFRED J. LEPAGE  
Elected annually by the City Council. Residence 473 Burgess St.  
Office, City Hall  
Salary \$264.00 per year

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**Sealer of Weights and Measures**

VICTOR DUTIL  
Elected annually by the City Council. Residence 480 Burgess St.  
Salary \$300.00 per year

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**Collector of Taxes**

HERBERT SCHNARE  
Elected annually by the City Council  
Salary \$2,187.00 per year

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**City Solicitor**

M. J. RYAN  
Elected annually by the City Council  
Office, Main Street and City Hall  
Salary \$660.00 per year

## CITY OF BERLIN, N. H.

**Board of Assessors**

THOMAS BELLEFEUILLE

GILMAN CHAPMAN

W. R. RICHARDS

One elected annually by the City Council for a term of three years.

Meet Assessors' Rooms second Tuesday evening of each month.

Salary \$500.00 each per year

**Overseer of the Poor**

ERMOND HUGHES

Elected annually by the City Council

Salary \$35.00 per week

**Board of Health**

ALBERT LETOURNEAU

30 Pershing Street

DR. L. P. BEAUDOIN

311 Pleasant Street

MRS. BENJAMIN F. DALE

694 Sullivan Street

Elected annually by the City Council

Salary \$50.00 each member per year

**Health Officer and Milk Inspector**

\*JOHN C. GREENAN

Office, City Hall

Salary \$1,560 per year

\*Resigned, Ernest O. Pederson appointed

## DEPARTMENT OF SCHOOLS

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### **Board of Education**

EDWARD LEGASSIE, Chairman

HENRY CHASE

MRS. CHESTER GOLDSMITH

Elected for three years, one each year, by the City Council  
Salary, Chairman \$100.00 per year; other members \$50.00 per year

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### **Superintendent of Schools**

DR. L. P. YOUNG

Residence, Riverside Drive

Salary: City's Share \$2,500 per year—State's share \$2,000 per year

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### **Headmaster of High School**

DANIEL W. MacLEAN

Residence, 109 Church Street

Salary \$3,945.00 per year

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## PUBLIC LIBRARY

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### **Trustees**

LEO J. CAMPAGNA, Chairman

MRS. IRVING P. TEARE

MRS. ERNEST TOWN

Elected for three years, one each year, by the people  
No Salary

CITY OF BERLIN, N. H.

**Librarian**

KATHERINE GOTHREAU

Salary \$1,245.00 per year

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**Assistant Librarian**

JULIA LAFFIN

Salary \$1,114.20 per year

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POLICE DEPARTMENT

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**Police Commission**

GEORGE LOVETT, Chairman

ERNEST JOHNSON

E. O. GILBERT

One Commissioner appointed annually by the Governor to serve  
for three years

Salary, Chairman \$150.00 per year; Other members \$100.00 per year

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MUNICIPAL COURT

OF BERLIN, N. H.

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**Justice**

ROBERT RICH

Appointed by the Governor and Council  
Main Street

Salary \$1,200.00 per year

CITY GOVERNMENT

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**Associate Justice**

MATTHEW J. RYAN

Office, Sheridan Building, Main Street

Salary \$3.00 when presiding

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**Clerk of Court**

ARTHUR VALLIERES

Salary \$300.00 per year

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FIRE DEPARTMENT

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**City Engineer**

O. B. BERGQUIST

Elected annually by the City Council

Salary \$46.00 per week

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**Assistant Engineer**

EDWARD LEPAGE

Salary \$37.20 per week

## WARD OFFICERS

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### Moderators

Ward 1—EDGAR J. ROY  
 Ward 2—EZRA L. YANDOW  
 Ward 3—HARRY BARTLETT  
 Ward 4—BERNARD ROY

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### Ward Clerks

Ward 1—O. A. DUSSAULT  
 Ward 2—FRANK TILTON  
 Ward 3—OLAF NELSON  
 Ward 4—LEO LEBLANC

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### Supervisors of the Check Lists

Ward 1—PHILIP SMYTH  
           BERNARD COVIEO  
           ALFRED DUPUIS

Ward 2—C. D. SMITH  
           DONALD HAGGART  
           EDWARD LAPLANTE

Ward 3—CHAS. L. PINETTE  
           ERIC HOLT  
           WILLIAM C. JOHNSON

Ward 4—GEORGE E. BERGERON  
           \*RAYMOND J. DUTIL  
           O. J. CAMPAGNA

\*Resigned, Bernard Roy appointed

BOARD OF PARK COMMISSIONERS

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MRS. EDMUND SULLIVAN

JOHN SPINNEY

S. D. STORY

# Report of Assessors

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January 31, 1938

To His Honor, the Mayor, and Members of the City Council of  
the City of Berlin:

Gentlemen:

We submit herewith our report for the year ending January 31, 1938, the same being the forty-first annual report of the City of Berlin.

The following is the inventory of taxable property of the City of Berlin for the year 1937.

Land and buildings .....	\$ 8,951,880.00
Neat stock .....	350.00
Cows .....	7,630.00
Oxen .....	400.00
Fur-bearing animals .....	100.00
Fowls .....	50.00
Horses .....	13,210.00
Oil tanks .....	39,810.00
Electric plant .....	367,850.00
Stock in trade .....	1,790,830.00
Mills and machinery.....	7,020,910.00

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\$18,193,020.00

Bank stock .....

1,238.75

Poll taxes .....

19,400.00

We wish to express our appreciation for the courtesies and assistance given us during the year by His Honor, the Mayor, and other members of City Government.

Respectfully submitted,  
THOMAS BELLEFEUILLE,  
GILMAN CHAPMAN,  
WILLIAM R. RICHARDS,  
Assessors.



# Report of Tax Collector

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Berlin, N. H., January 31, 1938

To His Honor, the Mayor, and City Council of the City of Berlin:

Gentlemen:

I herewith submit my report as Tax Collector for the year ending January 31, 1938, as follows:

1937 Taxes:

Levy .....	\$730,166.53
Amount collected .....	\$502,037.71
Discount .....	451.11
Amount abated .....	1,673.20

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\$504,162.02

Balance uncollected property taxes.....	\$222,850.51
Balance uncollected poll taxes .....	3,154.00

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\$226,004.51

Collections Not in Original Levy:

Property and poll taxes.....	\$ 659.30
Interest collected .....	3,720.27

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\$ 4,379.57

Respectfully submitted,  
HERBERT SCHNARE,  
Tax Collector.

# Report of Sealer of Weights and Measures

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Berlin, N. H., February 1, 1938

To His Honor, the Mayor, and Members of the City Council:

Gentlemen:

Submitted herewith is the annual report of the Sealer of Weights and Measures for the year ending January 31, 1938.

**Scales:**

Correct .....	279
Adjusted .....	52
Condemned for repairs.....	23
Confiscated .....	6
	<hr/>
	360

**Avoirdupois Weights:**

Correct .....	273
Condemned for repairs.....	3
Confiscated .....	2
	<hr/>
	278

**Liquid Measures:**

Correct .....	34
Incorrect .....	5
Oil bottles .....	288
	<hr/>
	327

**Automatic Pumps:**

Correct .....	89
Adjusted .....	13
Condemned for repairs.....	15
	<hr/>
	117

**Package Reweighing:**

Correct .....	146
Over .....	37

REPORT OF SEALER OF WEIGHTS AND MEASURES 17

Under .....	92
	<hr/>
	275
<b>Coal Reweighing:</b>	
Correct .....	5
<b>Cart Bodies Used in Wood Deliveries:</b>	
Correct .....	5
Condemned .....	1
	<hr/>
	6
<b>Cart Bodies Used for Sand Deliveries:</b>	
Correct .....	5
Incorrect .....	1
	<hr/>
	6
<b>Yard Sticks:</b>	
Correct .....	27
Confiscated .....	1
	<hr/>
	28
<b>Tank Trucks:</b>	
Correct .....	12
Condemned for repairs...	3
	<hr/>
	15
<b>Tank Truck Meters:</b>	
Correct .....	9
Condemned for repairs .....	2
	<hr/>
	11
<b>Measuring Device:</b>	
Correct .....	2
<b>Dry Measures:</b>	
Correct .....	3
<b>Grease Dispensers:</b>	
Correct .....	21
<b>Property Owned by this Department:</b>	
Complete equipment for Sealer of Weights and Measures.	
Total reports: 255.	

Respectfully submitted,  
 VICTOR DUTIL,  
 Sealer of Weights and Measures.

# Report of City Clerk

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January 31, 1938

To His Honor, the Mayor, and Members of the City Council of  
the City of Berlin:

Gentlemen:

I submit herewith my report as City Clerk for the year ending  
January 31, 1938.

I have collected for the City of Berlin and credited to the  
appropriate departments, the following sums:

Auto taxes	\$ 14,491.46
Dog licenses	925.80
City Hall	263.00
City Hall Rest Room and Comfort Station	129.00
Public Works Department	9 249.29
Fire Department	12.00
Cemetery	414.00
Tax Deeds	60.50
Health Department	54.54
Miscellaneous	731.50
	<hr/>
	\$ 26,331.09
Paid City Treasurer	\$ 26,331.09

It is believed that it might be well, for general information,  
to supplement the financial report of the City Clerk's office with  
an enumeration of some of the many unlisted services performed.

The recording of vital statistics covering births, marriages and  
deaths has proven of unestimable value to persons seeking veri-  
fication of citizenship for WPA projects, Old Age Assistance and  
for travel to Canada. During the past calendar year there were  
426 births, 185 marriages and 168 deaths recorded. The registra-  
tion of motor vehicles is an ever increasing task and involved  
the preparation of requisite cards covering 3,650 applications.  
There were licenses and tags issued to 472 dogs.

There is a public record maintained of all mortgages, sales  
and liens involving parties residing in this municipality. The office

also acts as agents for the sale of fish and game licenses for New Hampshire and Maine. It is the duty of the office to act as custodian and booking-agent for its three municipal halls which are rented for wedding anniversaries, showers and benefit parties. There is maintained, of course, record of all communications addressed to the city and the action of the Mayor and Council thereon. It is a charter requirement that a duplicate set of books be kept, along with the office of the treasurer, covering all receipts and disbursements and their allocation to the various city departments. In addition to the above described functions, this office endeavors to act as a service and information center to all inhabitants of this city.

Respectfully submitted,  
GASTON A. COURNOYER,  
City Clerk.

# Report of Fire Department

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February 21, 1938

To His Honor, the Mayor, and City Council of the City of Berlin:  
Gentlemen:

I herewith submit the annual report of the Fire Department of the City of Berlin for the year ending December 31, 1937.

During the year the department answered 544 calls, including 7 calls for assistance in other towns, two calls for rescue squad with inhalator, and 9 false alarms.

The department traveled 644.8 miles, worked 218 hours and 49 minutes at fires and used the following material: 16,250 ft. of fire hose, 41,725 ft. of chemical hose, 6,979 ft. of ladders, 22½ gallons of chemicals and 9,606 gallons of water from booster tank.

The fire loss for the year was \$8,230.15 on buildings and \$6,262.63 on contents or a total of \$14,492.78. This is considered a very low loss for cities our size and will be very close to the record low for New England in 1937.

The fire appliances and tools are kept in good repair. The fire alarm system is kept in good repair.

The fire apparatus is kept in good repair but, as you know, some of the trucks have been in service for the last 12 or more years and may in the near future give us some trouble. I wish to recommend that money be appropriated for the purchase of a new 500-gallon pumper. During the year we have discarded 500 ft. of 2½-inch fire hose. I wish to recommend that money be appropriated to replace same.

The traffic condition on Main Street is very poor, especially on Friday and Saturday nights. Something should be done immediately to remedy this situation, as there are times when the fire apparatus in answering a fire call has to stop and clear the traffic before it can get through.

In closing, I wish to express my thanks to the Mayor, City Council, Fire Committee and residents of the City for the many favors and courtesies shown me in the performance of my duties.

Respectfully submitted,  
O. B. BERGQUIST,  
Chief Engineer.

**Fire Department Expenditures for 1937**

Salaries .....	\$ 45,130.88
Supplies .....	4,348.42
Telephone and telegraph .....	245.73
Light and heat .....	388.30
Medical attention .....	31.00
Fuel .....	715.78
Gasoline and oil .....	287.65
Maintenance of hydrants and new ones .....	1,180.43
Fire alarm repairs and supplies .....	176.01
Public Works Department, labor and supplies .....	445.64
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	\$ 52,949.81
Appropriation .....	\$ 49,000.00
Credits .....	1,889.86
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	\$ 50,889.86
Deficit .....	\$ 2,059.95
	<hr/>
	\$ 52,949.81

# Report of School Department

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To His Honor, the Mayor, and City Council of the City of Berlin :  
Gentlemen :

Herewith we submit a brief report of the Department of Public Schools for the city fiscal year ending January 31, 1938. A detailed educational report is issued at the close of each school year (June 30) and copies may be secured from the office of the Superintendent of Schools.

During this fiscal year \$169,763.89 was spent by the School Department, which is approximately \$3,600 more than was spent the preceding year. This increase is due to the increase in salaries which took effect August 1, 1937. Since this increase was in effect only half of the fiscal year, approximately \$3,600 more will be needed to care for salaries for the next fiscal year.

The Board of Education and school officials regret that it was necessary to spend more money than the Council appropriated for school purposes. However, it is impossible to operate the present school plant and program for less than \$165,000 to \$175,000 a year. Any appropriation under this amount necessitates an overdraft or a curtailment of the educational program in Berlin. A study of school costs in other New Hampshire towns and cities reveals that the per pupil cost of education in Berlin is below the average per pupil cost for the state.

We wish to express our appreciation to the Mayor and the members of the City Council for their interest and cooperation.

Respectfully submitted,  
E. J. LEGASSIE, Chairman,  
HENRY CHASE,  
CAROLA G. GOLDSMITH,  
Board of Education.  
L. P. YOUNG,  
Superintendent of Schools.



**BERLIN PUBLIC SCHOOLS—FINANCIAL STATEMENT**

Expended  
1937-1938

**CONTROL:**

Census .....	\$ 10.00
Board of Education .....	200.00
Administration .....	194.67
Superintendent's salary .....	2,500.00
Clerical .....	1,561.84
Supplies .....	133.01

\$ 4,599.52

**INSTRUCTION:**

Administration and Superintendence:

Principals' salaries .....	\$ 4,840.42
Clerical .....	2,422.03
Principals' offices .....	96.58
Other expenses .....	5.00

Instructional Service:

Teachers' salaries .....	103,786.64
Supplies .....	3,803.11
Textbooks .....	3,231.26
Library .....	974.95
Tests and measurements .....	294.25
Commencement .....	109.79
Other expenses .....	38.00

\$119,602.03

**OPERATION OF PLANT:**

Janitors' salaries .....	\$ 13,595.20
Janitors' supplies .....	773.09
Fuel .....	6,469.11
Light .....	2,399.09
Power and heat .....	1,239.10
Other expenses .....	111.72

\$ 24,587.31

**MAINTENANCE OF PLANT:**

Grounds .....	\$ 2.90
Buildings .....	1,065.79
Service systems .....	762.44

Equipment:

Instructional apparatus .....	902.78	
Furniture .....	131.72	
Other apparatus .....	274.08	
		\$ 3,139.71
AUXILIARY AGENCIES:		
Transportation .....	\$ 5,399.32	
Tuition .....	1,152.00	
Nursery school .....	7.09	
Noon lunch .....	103.44	
Other expenses .....	57.29	
		\$ 6,719.14
COORDINATE ACTIVITIES:		
Attendance service .....	\$ 1,411.60	
Medical service .....	112.14	
Dental service .....	271.35	
Nurse service .....	1,747.25	
		\$ 3,542.34
FIXED CHARGES:		
Insurance .....	\$ 12.00	
Head tax .....	4,226.00	
Telephone rental .....	226.45	
		\$ 4,464.45
CAPITAL OUTLAY:		
Land and sites .....	\$ 0.00	
Buildings .....	479.17	
Service systems .....	2,198.00	
Equipment:		
Furniture .....	187.11	
Instructional equipment .....	165.52	
Other equipment .....	79.59	
		\$ 3,109.39
Expenditures, 1937-1938 .....		\$169,763.89

The auditor's report shows that the total expenditures of the School Department are \$174,476.50. This is due to charging \$4,712.61 (expenditures for the week ending February 2, 1937) on this fiscal year and then crediting it later. This shows the same net expenditures of \$169,763.89, as given above, for the fiscal year ending February 1, 1938.

Twenty-Seventh  
ANNUAL REPORT  
OF THE  
Department of Health  
OF THE  
City of Berlin, N. H.



FOR THE YEAR ENDING  
DECEMBER 31, 1937

**PERSONNEL OF THE HEALTH DEPARTMENT****Members of the Board of Health**

ALBERT LETOURNEAU, Chairman

Term expires April, 1938

MRS. B. F. DALE

Term expires April, 1939

L. P. BEAUDOIN, M. D., Secretary

Term expires April, 1940

**Official Staff**

## OFFICIAL STAFF

ERNEST O. PEDERSON, A. B.

Health Officer and Milk Inspector

MARIE E. VALLEE, R. N.

Public Health Nurse

DORIS A. RAMSEY, R. N.

Parochial School Nurse

LORETTA L. BRASSARD

Public Health Nurse

IDA ROY, R. N.

Public Health Nurse

EMMA B. BIGELOW, R. N.

N. H. Tuberculosis Association Nurse

Offices and Laboratory, City Hall

**Clinic Physicians, 1937**

J. E. LAROCHELLE, M. D.

Venereal Diseases

H. E. WILKINSON, M. D.

Pre-Natal, Infant, Pre-School

E. R. B. MCGEE, M. D.

Crippled Children's Services

Diphtheria

L. P. BEAUDOIN, M. D.

Smallpox

**REPORT OF THE HEALTH OFFICER**

Berlin, N. H., December 31, 1937

To His Honor, the Mayor, the City Council and Members of the Board of Health:

I herewith submit my first and the City's twenty-seventh annual report of the Health Department activities for the year ending December 31, 1937.

I wish to take this opportunity to express my appreciation to His Honor, the Mayor, Members of the City Council and Members of the Board of Health for their friendly interest and cordial support in all health matters.

**Communicable Diseases**

**Smallpox:** Three pre-school clinics were held last August, with 369 being vaccinated.

**Diphtheria:** Two free toxoid clinics were held, with 542 children receiving the single injection against this disease. Children being immunized were divided in groups as follows: Pre-school 176, Public School 46, Parochial School 312, Cascade School 6, Adults 2, Total 542. The refined Diphtheria Toxoid (alum precipitated) in a single immunizing dose, was used. Justification in the use of toxoid against diphtheria is indicated in the table of communicable diseases, which reveals no cases of the illness for the past two years. The Schick Test is omitted.

**Venereal Diseases:** For the first time decent people are talking openly about what can be done to stop the spread of these diseases, the most dangerous that can afflict man, woman or child. This department, in collaboration with the State Board of Health, conducts a free weekly clinic, for venereal diseases, under the direction of Dr. J. E. Laroche. Compensation for physician and biologicals are furnished by the State Board of Health. The compounds used for the injections are Mapharsen, Neoarsphenamine, and Bismuth. The total number being treated at the clinic in 1937 was 46, 11 of whom were transferred to their family physician for a continuance of treatments. The local physicians have reported 42 cases, exclusive of the 11 transfers, as having received private venereal disease treatments in 1937.

**Tuberculosis:** The New Hampshire Tuberculosis Association conducted clinics every two months. The examiner at these clinics is Dr. Robert Kerr, Executive Secretary of the Association, who is assisted by Mrs. Emma Bigelow, R. N., New Hampshire Tuber-

culosis Association nurse. Mrs. Bigelow's statistical report of the association's activities appears later in this report.

**Others:** A comparative summary of a five year prevalence of communicable diseases, including the ones mentioned above, appears as follows:

	1933	1934	1935	1936	1937
Scarlet fever .....	154	141	64	3	22
Measles .....	1	534	25	6	131
Tuberculosis .....	10	19	21	13	13
Diphtheria .....	1	1	1	0	0
Whooping Cough .....	0	25	0	0	13
Chicken Pox .....	73	0	10	58	69
Gonorrhoea .....	16	9	2	6	5
Syphilis .....	14	8	18	11	46
Parotitis .....	1	1	33	0	0
Typhoid fever .....	5	1	3	0	1
Poliomyelitis .....	1	1	1	0	1
Rubella .....	0	0	31	0	0
Cerebre Spinal Meningitis .....	0	0	1	2	1

### Sanitary Inspection

**Water Supply:** The water being supplied by our Water Works Department has been subject to regular inspection every two weeks. Laboratory examinations have revealed that the water has been of high quality at all times during the past year.

Samples of water from all local swimming pools have undergone similar examinations at regular intervals during their use. Samples from the Community Club swimming pool water have continued to be inspected monthly, with records showing water of commendable quality.

Samples of water from private sources have, occasionally, been inspected upon request. The owners of such sources of water are urged to have their water inspected more regularly.

Samples of ice from several ice dealers have, likewise, been examined with very satisfactory results.

**Milk Supply:** The protection of the milk supply of Berlin has continued to be a primary function of the Health Department. This supervision has been maintained by laboratory analysis of milk. If any dealer, or producer, has furnished an unsatisfactory supply, as indicated by laboratory tests, special inspections have been made immediately. All milk consumed in Berlin comes from Tuberculin tested cows. We issued 81 "store dealers," 30 "milk

dealers" and 31 "milk producers" licenses during the year. Licenses issued, as mentioned above, expire June 1st, 1938.

**Miscellaneous:** Supervision of the general cleanliness and sanitation of food-handling establishments has received regular attention. Bakeries, restaurants, hotels, beer parlors, drug stores, ice cream and soft drink plants, overnight lodging places, fruit and grocery stores, homes for boarding public supported children, etc., have been inspected on several occasions. Emphasis has been placed on the proper method of washing and sterilizing dishes, glasses and utensils used in public eating places, as well as on the health of food handlers. The Department hopes to carry out a more complete program in connection with this type of supervision. The continued sanitary conditions in barber shops and beauty parlors have also been inspected routinely.

Additional problems, requiring inspection of unsanitary conditions including faulty plumbing, unsanitary premises, health menaces and nuisances, brought to our attention by complaints mostly, have received due consideration and handled with satisfactory results in the greatest majority of the cases.

### VITAL STATISTICS

**Population:** The United States Census Bureau figure of population for Berlin was 20,018 in 1930. Population figures for the years used in this report, except those estimated for 1936 and 1937, were obtained from a survey and deduction made by the City Planning Board.

**Death Registration:** There were 138 resident and 27 non-resident deaths recorded during the past year. The resident death rate per 1000 was 6.6. It is interesting to note that this figure is lower than any death rate figure appearing for the three previous years, and lower than any similar figures available in several years of yearly reports.

**Birth and Stillbirth Registration:** There were 413 living births and 14 stillbirths recorded during the past year. The birth rate is comparatively equal to the rates of the three previous years. The stillbirth rate per 1000 was 33.9, an increase of 11.6 over the previous year's figure, but still below the figures of 1935 and 1936.

**Infant Mortality:** With 413 living births and 24 resident deaths of children under one year of age, there was a death rate of 58.1 for this group. There were 19 infant deaths under one month of age which gave this group a death rate of 46 per 1000 living births.

**Comparative Summary of Vital Statistics**

	1934	1935	1936	1937
Population	19,846	20,544	20,700	20,975
No. of deaths (resident only)	194	171	180	138
Death rate per 1000 (resident only)	9.8	8.3	8.7	6.6
No. of births (excepting stillbirths)	396	415	404	413
Birth rate per 1000	19.9	20.2	19.5	19.6
Infant deaths (under 1 year)	36	25	22	24
Death rate per 1000 livebirths (under 1 year)	90.9	59.8	54.7	58.1
Infant deaths (under 1 month)	19	18	12	19
Death rate per 1000 livebirths (under 1 month)	47.9	43.4	29.7	46.0
Stillbirths	20	16	9	14
Stillbirth rate per 1000	50.5	38.6	22.3	33.9

**Maternal and Child Health Service**

Berlin has realized a development of demonstration services for a period of approximately one year. According to this program, the city is provided with the services of two additional nurses who are supported by Federal and State funds. The city is divided into sections with each nurse covering an assigned district. The purpose of the program is to provide, develop, extend and improve state and local maternal child-health services, including local maternal and child-health services administered by local units, to provide cooperation with medical, nursing and welfare groups and organizations, and to provide for development of the demonstration services in needy areas and among groups in special need. This plan also includes crippled children services. The demonstration was made possible through the efforts of the State Board of Health in cooperation with local governmental agencies and lay groups. In cooperation with the local health department, the State Board of Health administers the program and supervises those services included in it. The combined yearly report of the three nurses' activities, according to the demonstration plan, will reveal details of work accomplished. The nature of this plan is experimental and, therefore, has not definitely been accepted by the local Board of Health.

**Berlin Child Hygiene Association**

The Berlin Child Hygiene Association, organized in July, 1921, has continued to function very credibly. There have been 685 baby attendances at weekly baby clinics held during the past year. In pre-school clinics, held monthly, there have been 263



attendances during the year. The physician in attendance at these clinics is Dr. H. E. Wilkinson. The Association furnishes cod liver oil to clinic babies coming from families who could not otherwise afford to use it for their children.

The Infant Welfare Nurse's yearly report of activities will give a more accurate picture of work accomplished.

Respectfully submitted,  
ERNEST O. PEDERSON,  
Health Officer.

Accepted and Approved:

ALBERT LETOURNEAU,  
FLORENCE DALE,  
L. P. BEAUDOIN, M. D.,  
Members of the Board of Health.

**NEW HAMPSHIRE TUBERCULOSIS ASSOCIATION, INC.****Statistical Report of Work Accomplished in Berlin, N. H., for 1937**

Number of Clinics held .....	6
Number of new cases examined.....	47
(a) Adults .....	32
(b) Children .....	15
Number of old cases examined .....	102
(a) Adults .....	63
(b) Children .....	39
Number of patients under supervision .....	95
Number of positive cases .....	31
(a) Adults .....	29
(b) Children .....	2
Number of suspicion cases .....	64
(a) Adults .....	52
(b) Children .....	12
Number of patients sent to sanatorium.....	5
Number of cases arrested.....	12
Number of cases improved.....	72
Number of cases of tuberculosis reported .....	11
Number of deaths from tuberculosis of supervised patients .....	0

Year	Patients	Deaths
1935	150	1
1936	127	1
1937	95	0

Respectfully submitted,

EMMA B. BIGELOW, R. N.,

New Hampshire Tuberculosis Association Nurse.

**DIVISION OF INFANT WELFARE AND CHILD HYGIENE****Co-relative to the Berlin Child Hygiene Association****Year 1937****Infant Welfare:**

No. of babies in attendance to clinics .....	685
No. of babies examined by physician .....	345
No. of new babies registered .....	100
No. of babies discharged.....	1
No. of deaths of supervised babies (over 1 week of age) .....	0

REPORT OF HEALTH DEPARTMENT 33

No. of deaths of unsupervised babies (over 1 week of age)	3
<b>Pre-school:</b>	
No. in attendance to clinic.....	263
No. examined by physician.....	166
<b>Summary:</b>	
Total number of clinics.....	58
Pre-school .....	11
Baby clinics .....	47
Total number of children found defective.....	115
Total number of defects corrected.....	42

Respectfully submitted,  
 MARIE E. VALLEE, R. N.,  
 Infant Welfare and Child Hygiene Nurse.

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**NURSES' YEARLY REPORT**

<b>Maternity Service:</b>	
Cases admitted to Antepartum medical service.....	16
Cases admitted to Antepartum nursing service.....	160
Visits by Antepartum cases to medical conference.....	74
Office visits by Antepartum cases.....	20
Field nursing visits to Antepartum cases.....	345
Cases admitted to Postpartum nursing service.....	127
Visits to Postpartum cases.....	194
<b>Infant Hygiene:</b>	
Individuals admitted to nursing service.....	368
Field visits and office nursing visits.....	1,035
<b>Pre-school Hygiene:</b>	
Individuals admitted to nursing service.....	392
Office visits by pre-school children.....	87
Field nursing visits to pre-school children.....	558
<b>Morbidity Service:</b>	
Admissions to nursing service.....	40
Field nursing visits .....	62
Office nursing visits .....	40
<b>Crippled Children's (up to 21 years):</b>	
Individuals admitted to nursing service.....	11
Nursing visits (field or office).....	14

**Unclassified Visits:**

Visits to cases not found.....	41
Visits to cases not at home.....	84
Visits to cases not under care.....	78
Social service visits .....	173

Respectfully submitted,  
 MARIE E. VALLEE, R. N.,  
 LORETTA L. BRASSARD, R. N.,  
 IDA ROY, R. N.,  
 Public Health Nurses.

## Parochial Schools Health Report—Berlin, N. H., Year Ending December 31, 1937

	St. Regis	St. Joseph	St. Patrick	A. Guardian	Total
CENSUS—January 1, 1937	910	554	404	895	2763
CENSUS—January 1, 1938	920	552	400	918	2790
No. Pupils not vaccinated (vac. since)	6	4	1	5	16
No. Pupils weighed and measured	871	587	469	899	2826
No. Pupils underweight 10%	67	43	45	94	249
No. Pupils underweight 10 lbs.	58	30	33	65	186
No. Pupils with M. E. T & A.	82	62	53	85	282
No. Pupils who had T & A operation	22	6	13	16	57
No. Pupils with defective vision	37	22	18	49	126
No. Pupils with defective vision corrected	10	10	7	20	47
No. Pupils tested with G. E. Audiometer	613	342	304	662	1921
No. Pupils with defective hearing	139	25	9	94	267
No. Pupils with decayed teeth (ext.)	38	20	15	34	107
No. Pupils with decayed teeth corrected	8	3	4	5	20
No. Pupils with pediculoses or nits	22	20	10	24	76
No. Pupils sent home with temperature, rash	10	18	5	17	50
No. Pupils immunized against diphtheria	116	77	49	70	312
No. Dressings at schools	172	74	37	240	523
No. Dressings at office	69	34	40	42	185
No. Home visits	46	75	26	90	237

The G. E. Audiometer used through the courtesy of the State Board of Education.

Respectfully submitted,

DORIS A. RAMSEY, R. N. Parochial School Nurse.

# Report of Building Inspector

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To His Honor, the Mayor, and City Council of the City of Berlin :

Gentlemen :

I herewith submit my report as Inspector of Buildings for the year ending January 31, 1938.

There were issued during the year 201 permits with a total estimated value of \$215,324.00 These permits were divided as follows :

68	Permits for general repairs and alterations.....	\$ 47,346.00
2	Permits for theatre buildings (one not constructed)	150,000.00
5	Permits for new residential buildings .....	13,300.00
27	Permits for new private garages.....	3,550.00
4	Permits for new filling stations.....	14,600.00
10	Permits for new wood sheds.....	1,025.00
1	Permit for new barn.....	950.00
49	Permits for re-roofing with fire resisting roofing ..	6,104.00
1	Permit for re-roofing with wood shingles.....	60.00
11	Permits to cover sidewalls of buildings with asbestos shingles .....	7,440.00
2	Permits for new commercial buildings .....	2,600.00
	Total.....	\$215,324.00

3 Permits to tear down sheds.

17 Applications for the erection of electric signs and installation of gas pumps which were referred to this office were investigated and acted upon.

Copies of all permits issued are on file at this office.

1 Shed was condemned and demolished.

I wish to express my appreciation to the Mayor, City Council, city officials, building contractors and to the public for their hearty cooperation.

Respectfully submitted,  
WILFRED J. LEPAGE,  
Building Inspector.

# Report of City Treasurer

1937

## Revenues

	Anticipated	Receipts	January 31, 1938	
			Income	Deficit
Int. & Dividend tax	\$ 5,231.55	\$ 5,836.38	\$ 604.83	
Insurance tax	7.00	7.88	.88	
Railroad tax	4,500.00	5,448.58	948.58	
Savings Bank tax	4,500.00	4,347.03		\$ 152.97
National Forest Land tax	1,500.00	1,800.08	300.08	
Motor vehicle per- mit fees receivable	16,000.00	13,557.40		2,442.60
Other income	15,000.00		2,360.41	
Interest		14,370.68		
Milk licenses		244.00		
Municipal Court		2,745.73		
<hr/>				
Total Miscellaneous Revenues	\$ 46,738.55	\$ 48,357.76	\$ 4,214.78	\$ 2,595.57
Real Est. & personal property taxes	709,527.78	486,677.27		
Nat'l Bank stock	1,238.75	1,238.75		
Poll taxes	19,400.00	16,246.00		
Uncollected taxes		226,004.51		
	<hr/>	<hr/>	<hr/>	<hr/>
	\$ 776,905.08	\$778,524.29		
Anticipated Revenues Surplus	1,619.21			1,619.21
	<hr/>	<hr/>	<hr/>	<hr/>
	\$778,524.29	\$778,524.29	\$ 4,214.78	\$ 4,214.78

## City of Berlin, N. H., Current Fund, January 31, 1938

	Appropriation	Expenditures	Credits	Overdraft	Unexpended
	\$	\$	\$	\$	\$
Advertising .....	300.00				300.00
Bonds .....	79,000.00	79,000.00			
Cemetery .....	600.00	1,014.00	414.00		
City Hall .....	5,000.00	7,639.16	524.44	2,114.72	
City Poor Department .....	75,000.00	105,705.38	23,430.57	7,274.81	
County Tax .....	130,134.30	130,134.30			
City Planning Board .....	300.00	235.98			64.02
Election Expenses .....	1,500.00	1,416.22			83.78
Fire Department .....	49,000.00	53,991.42	1,889.86	3,101.56	
Forest Fires .....	200.00	52.65	26.33		173.68
Grand Army .....	100.00	100.00			
Health Department .....	6,500.00	6,367.10	178.95		311.85
Interest and Insurance .....	38,017.00			4,047.41	
Insurance .....		10,122.24			
Interest on Bonds .....		25,336.25	62.75		
Interest Discounts on Notes Payable .....		6,217.56			
Interest Discounts on Taxes .....		451.11			
Library .....	7,000.00	7,000.00			
Lighting Streets .....	19,000.00	18,155.39	1,500.24		2,344.85
Miscellaneous .....	5,000.00	5,696.72	1,168.11		471.39
Overlay .....	5,000.00	2,493.95	2,844.34		5,350.39
Parks and Playgrounds .....	500.00	547.01		47.01	



TREASURER'S REPORT

City of Berlin, N. H., Current Fund, January 31, 1938--Continued

	Appropriation	Expenditures	Credits	Overdraft	Unexpended
Police Department .....	41,500.00	44,439.46	748.98	2,190.48	
Printing and Office Supplies .....	1,500.00	2,228.31	524.81	203.50	
Public Works Department .....	86,177.78	212,832.09	101,042.38	25,611.93	
Salaries .....	18,500.00	18,393.58	214.80		321.22
School Department .....	159,000.00	174,476.50	7,740.00	7,735.90	
State Tax .....	46,576.00	46,576.00			
State Aid Maintenance and Construction .....	1,500.00	1,500.00			
Sub Total .....	\$776,905.08	\$902,122.38	\$142,311.16	\$ 52,327.32	\$ 9,421.18
Non-Budget Fund:					
City Hall Rest Room .....		335.07	229.85	105.18	
Total .....	\$776,905.08	\$902,457.45	\$142,541.01	\$ 52,432.50	\$ 9,421.18
Anticipated Revenues Surplus .....					1,619.21
Current Fund Deficit, 1937 .....				\$ 52,432.50	\$ 11,040.39
				\$ 52,432.50	41,392.11
				\$ 52,432.50	\$ 52,432.50

**BALANCE SHEET—JANUARY 31, 1938****ASSETS**

Cash .....		\$110,700.46
General Account, Berlin City Nat'l Bank.....	\$ 29,801.07	
National Shawmut Bank of Boston.....	71,558.30	
First National Bank of Boston .....	9,251.09	
City Treasurer, petty cash.....	15.00	
City Clerk, change account.....	75.00	
		<hr/>
Cash in State Treasury.....		116,697.73
Cash in Liquidation:		
Berlin National Bank .....		1,957.16
Net Taxes Receivable.....		239,672.34
1931 Taxes .....	\$ 359.95	
1932 Taxes .....	583.45	
1933 Taxes .....	1,107.60	
1934 Property Taxes .....	669.73	
1934 Poll Taxes .....	1,818.00	
1935 Property Taxes.....	646.50	
1935 Poll Taxes .....	3,064.20	
1936 Property Taxes .....	1,168.85	
1936 Poll Taxes .....	4,250.00	
1937 Property Taxes .....	222,850.51	
1937 Poll Taxes .....	3,154.00	
		<hr/>
Tax Deeds .....		1,759.09
Tax Sales .....		19,201.54
Estimated reimbursements from State of N. H.		3,305.65
Net City debt, February 1, 1937 .....	\$428,641.56	
Plus net disbursements and adjustments....	3,497.05	
		<hr/>
		\$432,138.61
Plus 1937 Budget deficit.....	\$ 42,906.14	
1937 Non-budget fund deficit .....	105.18	
		<hr/>
		\$ 43,011.32
Less 1937 Revenues in excess of		
Anticipated Receipts.....	1,619.21	
		<hr/>
Net deficit for year ending Jan. 31, 1938		41,392.11
		<hr/>
		\$473,530.72

Plus bonds issued in 1937.....	232,000.00
	\$705,530.72
Less bonds paid in 1937 .....	79,000.00
Net City Debt, January 1, 1938.....	626,530.72
Total.....	\$1,119,824.69

**LIABILITIES**

Notes in anticipation of taxes .....	\$400,000.00
Bonds outstanding .....	696,300.00
Accrued interest on bonds .....	37.50
Dog licenses .....	822.54
Public Improvement Funds .....	13,413.56
Public Improvement Fund—A .....	\$2,500.00
Public Improvement Fund—D .....	5,913.56
Public Improvement Fund—E .....	5,000.00
P. W. A. Construction Account, N. H. 1031—D .....	9,251.09
Total.....	\$1,119,824.69

**CITY OF BERLIN, N. H.—BONDED DEBT, JAN. 31, 1933**

City of Berlin, 5% Public Imp. Bonds .....	\$126,300.00	\$ 18,300.00
Issued July 1, 1921; \$8,000.00 maturing annually to July 1, 1923; \$7,000.00 maturing annually to July 1, 1931; \$6,000.00 maturing annually to July 1, 1940; \$300.00 payable July 1, 1941.		
City of Berlin, 5% School Bonds .....	400,000.00	80,000.00
Issued Nov. 1, 1921; \$20,000.00 maturing annually to Nov. 1, 1941.		
City of Berlin, 4½% School Bonds .....	80,000.00	20,000.00
Issued August 1, 1922; \$4,000.00 maturing annually to August 1, 1942.		
City of Berlin, 4½% Public Imp. Bonds .....	75,000.00	10,000.00
Issued July 1, 1924; \$5,000.00 maturing annually to July 1, 1939.		
City of Berlin, 4½% Junior High School Bonds .....	175,000.00	55,000.00

Issued Dec. 1, 1925; \$10,000.00 maturing annually to Dec. 1, 1940; \$5,000.00 maturing annually to Dec. 1, 1945.		
City of Berlin, 4 $\frac{1}{4}$ % East Side School, Fire Station and Voting Place Bonds	80,000.00	30,000.00
Issued July 1, 1927; \$5,000.00 maturing annually to July 1, 1943.		
City of Berlin, 4 $\frac{1}{2}$ % School Imp. Bonds	200,000.00	130,000.00
Issued July 1, 1930; \$10,000.00 maturing annually to July 1, 1950.		
City of Berlin, 2 $\frac{3}{4}$ % Equipment Bonds	50,000.00	40,000.00
Issued June 1, 1936; \$10,000.00 maturing annually to June 1, 1941.		
City of Berlin, 3 $\frac{1}{2}$ % Public Imp. Bonds	90,000.00	84,000.00
Issued June 1, 1936; \$6,000.00 maturing annually to June 1, 1951.		
City of Berlin, 3 $\frac{1}{2}$ % Public Imp. Bonds	45,000.00	42,000.00
Issued Feb. 1, 1937; \$3,000.00 maturing annually to Feb. 1, 1952.		
City of Berlin, 2 $\frac{3}{4}$ % Public Imp. Bonds	100,000.00	100,000.00
Issued July 1, 1937; \$10,000.00 maturing annually to July 1, 1947.		
City of Berlin, 1 $\frac{3}{4}$ % Public Imp. Bonds	12,000.00	12,000.00
Issued Aug. 1, 1937; \$4,000.00 maturing annually to Aug. 1, 1940.		
City of Berlin, 3% Public Imp. Bonds	75,000.00	75,000.00
Issued Dec. 1, 1937; \$5,000.00 maturing annually to Dec. 1, 1952.		
Total Bonded Debt		\$696,300.00

#### NOTES IN ANTICIPATION OF TAXES

Bearer, due May 26, 1938	\$100,000.00
Bearer, due July 1, 1938	100,000.00
Bearer, due December 20, 1938	200,000.00
Total notes in anticipation of taxes	\$400,000.00

#### INDEBTEDNESS

Bonds outstanding	\$696,300.00
Notes in anticipation of taxes	400,000.00
Total indebtedness	\$1,096,300.00

**WATER BONDED DEBT**

City of Berlin, 4¼% Water Bonds . . . . .	\$700,000.00	\$545,000.00
Issued April 1, 1925; \$10,000.00 maturing annually to April 1, 1930; \$15,000.00 maturing annually to April 1, 1940; \$20,000.00 maturing annually to April 1, 1950; \$30,000.00 maturing annually to April 1, 1960.		
City of Berlin, 4½% Water Bonds . . . . .	25,000.00	9,000.00
Issued Dec. 15, 1930; \$2,000.00 maturing annually to Dec. 15, 1935; \$3,000.00 maturing annually to Dec. 15, 1940.		
Total Water Bonded Debt . . . . .		<u>\$554,000.00</u>

Respectfully submitted,  
 LEO. J. CAMPAGNA,  
 City Treasurer.

# Report of Library Trustees

---

February 15, 1938

To His Honor, the Mayor, and City Council of the City of Berlin:

We, the Trustees of the Berlin Public Library, herewith submit our forty-fourth annual report, together with the Treasurer's statement and the Librarian's report.

After several years of operation on a minimum budget, we feel that the following repairs and equipment are necessary, and respectfully recommend that they be considered in formulating the City budget for 1938.

**Building:**

The roof and skylight should be repaired as soon as possible, to prevent further damage to the building from water and ice.

A double entrance should be built, screened in summer, and glass-enclosed in winter to prevent heat loss and avoid a direct draft on the main desk.

**Equipment:**

Several new chairs are needed to replace some which have collapsed and can no longer be repaired. Screens and shades should be replaced throughout.

As may be seen from the attached schedules, over 80% of library expenditures were for strictly maintenance items, leaving less than 20% for the purchase of books and periodicals, binding, and library supplies. Consequently, since 1933 our book stock has been reduced by over 1700 volumes. This accounts in part for the decrease of 7800 in circulation this year.

We hereby acknowledge our indebtedness to fourteen firms and organizations, and nine individuals, who generously contributed books and money to the Library during the year.

Respectfully submitted,

LEO. J. CAMPAGNA,

SHIRLEY TEARE,

HAZEL DYER TOWN,

Library Trustees.

**TREASURER'S STATEMENT**

Balance February 1, 1937..... \$ 190.36

**Receipts**

City of Berlin .....	\$ 7,000.00
Fines and fees .....	487.85
Gifts .....	15.43
Other receipts .....	15.74
	<hr/>
	\$ 7,519.02
	<hr/>
	\$ 7,709.38

**Disbursements**

Library salaries .....	\$ 4,035.80
Books .....	796.15
Periodicals .....	234.14
Binding .....	84.48
Library supplies .....	115.01
Postage, freight and express .....	46.47
Janitor service .....	499.20
Cleaning supplies .....	33.48
Repairs .....	77.42
Water, heat and light .....	683.82
Insurance .....	108.00
Summer school .....	60.00
Telephone .....	30.10
Other disbursements .....	12.67
	<hr/>
	\$ 6,816.74
	<hr/>
Balance, January 31, 1938 .....	\$ 892.64
	<hr/>
Deposited at Berlin City National Bank .....	\$ 867.64
Petty cash fund .....	25.00
	<hr/>
	\$ 892.64
	<hr/>

Respectfully submitted,  
 LEO J. CAMPAGNA,  
 Treasurer, Board of Library Trustees.

**CIRCULATION**

	Adult	Juvenile	Total
Fiction .....	38,460	23,964	62,424
000 .....	17	49	66
100 .....	377	3	380
200 .....	161	187	348
300 .....	794	460	1,254
400 .....	93	14	107
500 .....	366	249	615
600 .....	922	396	1,318
700 .....	650	129	779
800 .....	1,444	336	1,780
900 .....	876	212	1,088
910 .....	1,639	341	1,980
B .....	2,596	922	3,518
Foreign books .....	1,264		1,264
Periodicals .....	3,944		3,944
Total .....	53,603	27,262	80,865
Percent .....	.66	.34	100

**GENERAL STATISTICS**

Inter-Library loan .....	106
Number of volumes in Library, Jan. 1, 1937 .....	14,474
Volumes purchased .....	507
Gifts .....	161
Lost and withdrawn .....	562
Total volumes in Library, Jan. 1, 1938 .....	14,580
Number of books rebound .....	113
Books mended in Library .....	567
Borrowers registered, Jan. 1, 1937 .....	6,451
New registrations .....	1,234
Withdrawals .....	787
Total registrations, Jan. 1, 1938 .....	6,898

Respectfully submitted,  
 KATHERINE F. GOTHREAU,  
 Librarian.



# Report of Clerk of Municipal Court

---

January 31, 1938

To His Honor, the Mayor, and City Council of the City of Berlin:  
Gentlemen:

I herewith submit my report as Clerk of the Municipal Court  
for the year ending January 31, 1938.

Amount received from February 1, 1937 and including

January 31, 1938.....	\$ 7,264.09
Amount paid, fines to State, etc.....	2,814.26

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Balance.....	\$ 4,449.83
Amount paid City Treasurer.....	\$ 4,449.83

Respectfully submitted,

E. ARTHUR VALLIERES,

Clerk of Municipal Court.

# Report of City Marshal

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To the Honorable Board of Police Commissioners:

Gentlemen:

I have the honor to submit for your consideration the yearly Report of the Police Department, commencing January 1st and ending December 31st, 1937.

Whole number of arrests.....	1220
Males .....	1194
Females .....	26

## Causes

Abusive and derisive words.....	1
Abusive language .....	1
Accessory after the fact .....	1
Adultery .....	2
Aggravated assault .....	2
Assault .....	28
Assault with intent to rape.....	1
Attempt to break and enter.....	1
Automobile, Allowing unlicensed person to operate.....	1
Automobile, Disregarding R. R. crossing signal.....	2
Automobile, Disregarding yellow traffic light.....	1
Automobile, Disregarding stop signs .....	10
Automobile, Driving over fire hose.....	5
Automobile, Mischievously taken .....	2
Automobile, Obstructing traffic .....	1
Automobile, Operating without a license .....	16
Automobile, Operating after license suspended.....	1
Automobile, Operating recklessly .....	6
Automobile, Operating under the influence of liquor.....	23
Automobile, Operating unregistered car .....	1
Automobile, Leaving the scene of an accident.....	1
Automobile, Parking over thirty minutes.....	20
Automobile, Parking in a No Parking space.....	21
Automobile, Passing electric car .....	2
Automobile, Refusing to stop for officer's signal.....	1

POLICE DEPARTMENT

49

Automobile, Speeding .....	45
Breaking, entering and larceny.....	1
Breaking, entering with intent to commit larceny.....	3
Carrying concealed weapon .....	1
Common drunkard .....	2
Defraud, worthless check .....	2
Desertion .....	1
Disorderly conduct .....	1
Disorderly person .....	1
Drunkenness .....	833
Embezzlement .....	2
Exposing food .....	1
False pretenses .....	1
For other department.....	2
Grand larceny .....	11
Illegal possession of liquor.....	9
Illegal sale of liquor.....	28
Illegal transportation of liquor.....	2
Interfering with officer .....	1
Incorrigible child .....	1
Indecent exposure .....	2
Keeping disorderly house .....	2
Keeping gambling devises .....	1
Keeping liquor for sale.....	1
Keeping minors in pool room.....	1
Lewd and lascivious behavior.....	16
Loitering .....	11
Noise and brawl .....	13
Non-support .....	17
Passing forged papers .....	1
Petty larceny .....	16
Pulling false alarm .....	1
Receiving stolen property .....	1
Refusing to send minor to school.....	2
Surety to keep the peace.....	5
Trespassing .....	6
Vagrancy .....	14
Violation of junk law.....	1
Violation of health law.....	1
Violation of sanitary law.....	1
Violation of weight and measure law.....	1

**Miscellaneous**

Attempted breaks reported and investigated.....	4
Attempted suicide reported and investigated.....	1
Automobile accidents reported.....	161
Automobile accidents investigated.....	16
Bodies recovered from the river.....	1
Bicycles reported stolen.....	2
Bicycles recovered.....	1
Breaks reported investigated.....	17
Burglar alarm investigated.....	2
Cars reported stolen.....	37
Cars recovered.....	37
Cars recovered for other department.....	3
Cars searched for liquor.....	2
Cats taken to incinerator plant.....	28
Complaints reported and investigated.....	610
Dead bodies found and investigated.....	1
Defective electric wires reported.....	5
Dogs taken to incinerator plant.....	67
Doors found opened, and secured.....	378
Fires reported and alarm given.....	4
Gambling machine seized.....	1
Girl attacked.....	2
Lost children returned to parents.....	12
Officers dragging the river.....	3
Medical examiner notified.....	2
Message delivered.....	20
Persons injured in accidents.....	54
Persons furnished lodging.....	2465
Persons brought in to be questioned.....	73
Persons taken to hospital.....	52
Persons taken to home.....	22
Persons taken to doctor's office.....	7
Persons searched for concealed weapon.....	1
Persons for safe-keeping for drunkenness.....	561
Persons for safe-keeping for insanity.....	12
Persons for safe-keeping for immigration officers.....	2
Persons for safe-keeping for investigation.....	2
Persons for safe-keeping for other department.....	5
Persons for safe-keeping, sick and injured.....	2
Persons for safe-keeping for sheriff's Department.....	13
Persons for safe-keeping for State officers.....	4
Premises searched for liquor.....	51

## POLICE DEPARTMENT

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Premises searched for stolen property.....	1
Pocketbook found by officer, returned to owner .....	1
Reprimanded .....	55
Runaway boys returned to parents.....	2
Stray dogs returned to owners .....	8
Sudden death reported, investigated .....	1
Suicide reported, investigated .....	1
Visits to dance halls .....	72
Visits to pool rooms .....	72
Windows found opened, and closed .....	26
Windows reported broken .....	3
Sent to House of Correction .....	117

**Officers**

There are twenty-one regular officers, including the City Marshal, and two Assistant City Marshals, who are paid the following salaries:

Walter J. Hynes, City Marshal.....	\$48.44 per week
Patrick J. Pinette, Assistant City Marshal.....	38.72 per week
Herman Oleson, Assistant City Marshal .....	38.72 per week
Samuel Baker, night clerk .....	32.01 per week
George Ouellette, night clerk .....	32.01 per week
Alfred Ericksen, patrolman .....	32.01 per week
Eugene Hanson, patrolman .....	32.01 per week
Alfred Landry, patrolman .....	32.01 per week
Noel Devost, patrolman .....	32.01 per week
Sam Hodgdon, patrolman .....	32.01 per week
Hypolite Fabisiak, patrolman .....	32.01 per week
Fred Silts, patrolman .....	32.01 per week
Ralph Webb, patrolman .....	32.01 per week
Harry Bryant, patrolman .....	32.01 per week
Joseph Paquette, patrolman .....	32.01 per week
Leo Rancourt, patrolman .....	32.01 per week
Fortunat L'Heureux, patrolman .....	32.01 per week
Rene King, patrolman .....	32.01 per week
Andrew Malloy, patrolman .....	32.01 per week
Zephirin Vaillancourt, patrolman .....	32.01 per week
William Burgess, patrolman .....	27.50 per week
Theodore Arnesen, janitor .....	20.00 per week
Frank Lachance, Janitor .....	20.00 per week

**Police Matron**

Mrs. Olga Oleson .....	\$16.50 per week
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**Special Officer**

Joseph J. Roberge, paid at a rate of \$24.00 per week when on duty.

**Constables**

Walter J. Hynes

Patrick J. Pinette

**Clerk of Police**

E. Arthur Vallieres

**INVENTORY OF CITY PROPERTY****City Marshal's Office**

1 Flat top desk .....	\$	40.00
1 Roll top desk .....		41.00
7 Chairs .....		40.00
3 Curtains .....		1.50
1 Filing cabinet .....		46.00

**Clerk's Office**

1 Roll top desk .....	\$	41.00
1 Typewriter desk .....		20.00
1 Filing cabinet .....		500.00
1 Desk chair .....		2.00
4 Chairs .....		20.00
2 Curtains .....		1.00
1 Typewriter .....		100.00
1 Warrant cabinet .....		15.00
1 Steel cabinet .....		25.00
1 Inhalator .....		180.00
Stationery on hand .....		15.00
Warrants on hand .....		25.00

**Cell Room**

9 Steel cells .....	\$	900.00
1 Padded cell .....		125.00

**Court Room and Hallway**

12 Settees .....	\$	225.00
2 Desk chairs .....		25.00
1 Table .....		20.00
1 Large desk .....		25.00

**Judge's Office**

1 Roll top desk .....	\$	10.00
1 Fingerprint cabinet .....		10.00
1 Card holder .....		4.00
1 Set of magnifying glasses .....		25.00

## POLICE DEPARTMENT

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**Women's Cells**

2	Beds, complete .....	\$	26.00
1	Mirror .....		1.50
4	Pillows .....		4.00
8	Bed sheets, 2 comforters, 8 pillow cases.....		14.00
2	Bed spreads .....		3.30
3	Towels .....		1.74

**Traffic Department**

58	Parking signs .....	\$	145.75
40	Stop signs .....		320.00

**Recreation Room**

4	Chairs .....	\$	16.00
1	Table .....		10.00

**Police Paraphernalia**

23	Bean leather billies .....	\$	69.00
36	Regular police badges .....		45.00
20	Special badges .....		20.00
26	Flashlights .....		23.40
24	Police positive revolvers .....		446.00
25	Pairs Peerless handcuffs .....		200.00
30	Cell keys .....		8.00
25	Call box keys .....		10.00
24	Police whistles .....		24.00
6	Tear gas bombs .....		55.00
24	Belts, cartridge holder and holsters .....		156.00
7	Gas Watchman's club shells .....		14.00
6	Watchman's gas club .....		180.00
6	Non-explosive hand grenades .....		24.00
1	Riot pistol and three shells .....		50.00
1	Master-lite .....		45.00

**Police Automobiles**

1	Chevrolet police ambulance .....	\$	300.00
1	Plymouth sedan .....		703.00
1	Ford sedan .....		500.00
1	Motorcycle .....		150.00
49	Gallons motor oil .....		20.09
261	Gallons gasolene .....		37.84

I wish to express my appreciation and thanks to the Police Commissioners, Mayor and City Council for the cooperation I have received during the past year.

The Department deeply appreciates the many courtesies and favors extended during the year.

Respectfully submitted,

WALTER J. HYNES,

City Marshal.

# Auditor's Report

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313-319 Bell Building,  
Manchester, N. H.,  
February 15, 1938

Honorable Mayor and City Council  
Berlin, New Hampshire.

Gentlemen:

In performance with duties as City Auditor, I have made an audit of the books and accounts of the City of Berlin for the year ended January 31, 1938. A quarterly examination was made at the end of each three months, the present engagement completing my audit for the entire fiscal year. The scope of the examination is described in the comments which follow. Included as part of this report are statements which show the financial condition of the City on January 31, 1938, an analysis of the cash received and disbursed throughout the year, a statement of the budget accounts, an analysis of the major departmental expenditures, a list of the trust funds and a list of the bonds outstanding.

Exhibit A	Balance Sheet
Exhibit B	Statement of Receipts and Disbursements
Exhibit C	Statement of the Budget Accounts
Exhibit D	Analysis of Departmental Expenditures
Exhibit E	List of Trust Funds
Exhibit F	List of Bonds Outstanding

## BALANCE SHEET

The financial condition of the City on January 31, 1938 as shown by the books is reflected in the Balance Sheet. In preparing these statements the Warrant approved by the Committee on Accounts and Claims on January 31, 1938 and approved for payment by the City Council on February 1, 1938 has properly been included as expenditures of the fiscal year ended January 31, 1938 and as disbursements for that year. Included also is the estimated amount to be received by the City Poor Department from the State of New Hampshire as partial reimbursement for relief expenditures for December, 1937 and January, 1938.



**Cash—\$227,308.19:**

The cash received during the year as shown by the cash book of the City Treasurer was checked to the banks being used as depositories. The bank statements issued by these banks were examined and the cash received compared with the deposits listed thereon.

The canceled checks were examined and compared with the expenditures recorded in the check register. As further verification of these disbursements, the vouchers approved by the Committee on Accounts and Claims were examined and compared with the entries in the Register of Disbursements. These were analyzed, added and compared with the postings to the general ledger of the City Treasurer.

The several banks confirmed that the balances on deposit were correct and any deposits in transit on January 31, 1938 were actually received. These letters of confirmation were reconciled with the records in the following manner:

Berlin City National Bank—\$29,801.07—	
Balance per bank statement, January 31, 1938	\$ 34,141.90
Add—Deposits not credited	21,400.70
	<hr/>
Total	\$ 55,542.60
Less—Outstanding checks	25,741.53
	<hr/>
Available balance	\$ 29,801.07
National Shawmut Bank—\$71,558.30—	
Balance per bank statement, January 31, 1938	\$ 71,558.30
First National Bank of Boston—\$9,251.09—	
Balance per bank statement, January 31, 1938	\$ 9,251.09
State Treasury—\$116,697.73—	

The office of the State Fiscal Agent confirmed the amount on deposit to the credit of the City to be \$116,697.73. Proceeds of some bond issues are deposited in this account and appear among the cash receipts only at such times as transfers are made.

**City Clerk's Change Fund—\$75.00:****City Treasurer's Petty Cash Fund—\$15.00:**

A count of these funds proved them to be in proper order.

**Berlin National Bank (In Liquidation)—\$1,957.16:**

The following change occurred in this account:

Balance, February 1, 1937	\$ 2,283.35
Liquidating dividend received	326.19
	<hr/>
Balance, January 31, 1938	\$ 1,957.16

**Taxes Receivable— 239,672.34:**

All open accounts in the tax ledgers for the years 1931 to 1937 were added and listed. They were found to be in agreement with the controlling accounts in the general ledger.

For the years 1931, 1932 and 1933 the unpaid taxes for these years consist of poll taxes only. As no collections have been received on these for some time and since they are very doubtful of collection, it is recommended that they be abated.

Several taxpayers are being sent notices to notify me if the balances shown to be due are correctly stated.

## Unpaid Personal Property Taxes:

1934	
Abramson, Goldie	134 Mt. Forist St. \$ 3.35
Beaudoin, Jos.	109 Granite St. 16.75
Brown, Jack	161 Main St. 6.70
Boutin, Gaudias	W. Milan Road 3.01
Babin, Antoine	162 Grafton St. 67.00
Dufresne, D. & Son	823 Main St. 67.00
King, Mrs. Josie N.	320 High St. 3.35
Lewis & Sons	113 Main St. 20.81
Labrie's Shoe Store	199 E. Mason St. 67.73
Lettre, Edward	Cates Hill 17.76
McGee, Christina	112 Spring St. 16.75
Nolette, Levi	193 Main St. 6.70
Paquette, Isidore	450 School St. 4.86
Presidential Motors	38 Glen Ave. 167.50
Paulucci, Julio	138 Grafton St. 3.35
Roy, Jos. H.	Blanchard St. 10.05
St. Laurent, H. A.	157 Pleasant St. 67.00
Stahl-Clarke Co.	45 Main St. 120.06

Total \$ 669.73

1935	
Abramson, Goldie	134 Mt. Forist St. \$ 3.75
Berlin Radio Shop	60 Main St. 7.50
Brown, Jack	161 Main St. 7.50
Beaudoin, Emma	169 Main St. 15.00
Brideau, Peter A.	763 Fourth Ave. 18.75
Campbell, Francis	60 Willard St. 85.58
Crowell Company	24 Mechanic St. 12.14
Chin Foon	105 Pleasant St. 11.25
Champlain Loan Co.	177 Main St. 11.25

AUDITOR'S REPORT

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Dufresne, D. W. & Sons	823 Main St.	28.52
Dube's Garage	Pleasant St.	3.75
Dubois, Leo	64 Main St.	5.63
Desilets, Romeo	622 First Ave.	26.25
Gregoire, H.	183 Pleasant St.	3.75
Johnson, Paul	120 Eighth St.	.69
Merrill, C. P.	154 Pleasant St.	3.75
Macaroni, Tony	30 Glen Ave.	7.50
Morrisette, Alfred	396 Forbush Ave.	18.75
Mercier, Alfred	Jericho Road	6.00
McGee, Christina	112 Spring St.	18.75
McCready, A. N.	517 Champlain St.	11.25
Nolette, Gustave	22 Main St.	93.75
Nolet, J. A.	200 Glen Ave.	3.75
Ouellette, Arthur, Est.	681 Main St.	20.62
Paquette, Isidore	450 School St.	3.75
Paquette Service Station	187 Pleasant St.	48.75
Roy, Jos. H.	121 Madigan St.	7.50
Rydin, Spencer	139 Main St.	12.49
Smith, John E.	56 Green St.	112.50
Stein, A. & Sons Co.	Pleasant St.	18.75
Suloway, Alex	21 Green St.	7.50
Harpin, Marie L.	Granby, P. Q.	5.25
Wiley, James, Est.	Care Mrs. H. E. Brown	4.13
Total		<hr/> \$ 646.05

1936

Berlin Radio Shop	60 Main St.	\$ 7.50
Berlin Fruit Co.	91 Main St.	45.00
Brown, Jack	161 Main St.	7.50
Beaudoin, Emma	183 Main St.	11.25
Berlin Cash and Carry	97 Pleasant St.	56.25
Bushey, W. H.	Green Square	11.25
Belanger, Peter	195 Pleasant St.	3.00
Campbell, Francis J.	60 Willard St.	78.75
Central Tire	183 Pleasant St.	3.75
Crowell Company	106 Pleasant St.	15.00
Corey, Amos	Hutchins St.	15.00
Dufresne, D. W. & Son	823 Main St.	18.75
Dube's Garage	Pleasant St.	3.75
Davis, Simon	75 Main St.	131.25
Danneman, Dan	81 Main St.	63.75
Gagnon's Club Plan	88 Mason St.	18.75

Groveton Motor Sales.....	Pleasant St. ....	37.50
General Auto Sales, Inc. ....	141 Cole St. ....	37.50
Gagne, M. H.....	134 Mt. Forist St.....	3.75
Hachey, Peter.....	421 Burgess St. ....	1.12
King, Josie N.....	320 High St. ....	3.75
Lessard, A.....	Croteau Hill .....	1.50
Lessard, Richard.....	167 Willow St. ....	3.75
Macaroni, Tony.....	30 Glen Ave. ....	7.50
McGee, Christina.....	106 Spring St. ....	11.25
Nolette, Gustave.....	22 Main St. ....	75.00
O'Shea, P. S.....	21 Main St. ....	37.50
Plante, Ernest.....	45 Mason St. ....	27.37
Parker, Charles.....	187 Pleasant St. ....	7.50
Phillips Shoe Store .....	46 Main St. ....	.84
Poley & Weber.....	4 Green Sq. ....	82.50
Perreault & Croteau.....	257 Church St. ....	3.75
Ramsey, Paul, Estate .....	45 Mason St. ....	11.25
Rydin, Spencer.....	139 Main St. ....	93.75
Standard Oil Co. (care of) ..	Costello Fill. Sta., 41 Green	33.38
Stein, A. & Sons .....	Pleasant St. ....	18.75
United Markets, Inc. ....	40 Green St. ....	169.00
Young's Music Store.....	38 Main St. ....	10.14
Total .....		\$1,168.85

**Tax Sales—\$19,201.54:**

The tax sales cards in the Tax Collector's office showed the unredeemed property sold for taxes according to years to be as follows:

1932 .....	\$ 451.36
1933 .....	726.36
1934 .....	600.64
1935 .....	3,977.36
1936 .....	13,445.82
Total .....	\$ 19,201.54

This account has increased \$1,594.16 during the past year.

**Tax Deeds—\$1,759.09:**

Sixteen parcels of property have been deeded to the City for non-payment of taxes. They are as follows:

Edward J. Brown .....	\$ 26.73
Berlin Heights Addition .....	29.94
George Blair .....	56.24

Bridget Couture .....	106.57
Gladys Dale .....	50.51
Demers' lots .....	193.85
Patrick Furlong .....	45.80
W. C. Hoxie .....	18.92
Wilfred Hamel .....	90.83
William Hickey .....	63.47
Edward R. Marshall .....	64.35
Arthur Martin .....	33.98
George MacArthur .....	56.69
Bridget Smith Estate .....	757.60
Ernest St. Hilaire .....	109.66
Unknown .....	53.95
Total .....	\$ 1,759.09

Deeds to these properties were carefully checked.

**State of New Hampshire—\$3,305.65:**

This account represents the amount estimated to be received from the State of New Hampshire for December, 1937 and January, 1938 relief.

**Dog Licenses—\$822.54:**

On April 1, 1938 the net receipts from dog licenses will be credited to the School Department. This is in accordance with the New Hampshire Statutes.

**Notes Payable—\$400,000.00:**

Examination of the note payable register of the City Treasurer showed the following notes of the City to be unpaid on January 31, 1938:

Note No.	Date of Note	Payee	Due	Face of Note
427	May 26, 1937	Bearer	May 26, 1938	\$ 25,000.00
473	May 26, 1937	Bearer	May 26, 1938	25,000.00
474	May 26, 1937	Bearer	May 26, 1938	25,000.00
475	May 26, 1937	Bearer	May 26, 1938	15,000.00
476	May 26, 1937	Bearer	May 26, 1938	10,000.00
477	July 1, 1937	Bearer	July 1, 1938	25,000.00
478	July 1, 1937	Bearer	July 1, 1938	25,000.00
479	July 1, 1937	Bearer	July 1, 1938	10,000.00
480	July 1, 1937	Bearer	July 1, 1938	10,000.00
481	July 1, 1937	Bearer	July 1, 1938	10,000.00
482	July 1, 1937	Bearer	July 1, 1938	10,000.00
483	July 1, 1937	Bearer	July 1, 1938	10,000.00
485	Dec. 20, 1937	Bearer	Dec. 20, 1938	25,000.00
486	Dec. 20, 1937	Bearer	Dec. 20, 1938	25,000.00
487	Dec. 20, 1937	Bearer	Dec. 20, 1938	25,000.00
488	Dec. 20, 1937	Bearer	Dec. 20, 1938	25,000.00
489	Dec. 20, 1937	Bearer	Dec. 20, 1938	25,000.00
490	Dec. 20, 1937	Bearer	Dec. 20, 1938	25,000.00
491	Dec. 20, 1937	Bearer	Dec. 20, 1938	25,000.00
492	Dec. 20, 1937	Bearer	Dec. 20, 1938	25,000.00
Total .....				\$400,000.00

This total is an increase of \$150,000.00 over the amount unpaid on January 31, 1937.

#### **Unexpended Proceeds of Bond Issues—\$22,664.65:**

The unexpended proceeds of bond issues and P. W. A. Grant totaled \$22,664.65. The proceeds of bond issues were credited to their respective works. As work was performed, the invoices for labor and material were paid and were charged to the Public Works Department. Periodically this department would submit statements purporting to represent work done on account of these bond issues. Accordingly, transfers would be made from the bond issue accounts and the Public Works Department credited therefor. In the absence of anything to the contrary, it has been assumed they are legitimate and actually represent improvements of a permanent nature.

#### **Accrued Interest on Bonds—\$37.50:**

This item represents interest accrued at the time of sale on the \$75,000.00 bond issue of December 1, 1937. It will be credited to interest on these bonds when paid.

**Bonded Debt—City—\$696,300.00****Bonded Debt—Water Works—\$554,000.00:**

A list of City Bonds and Water Works Bonds outstanding on January 31, 1938 will be found in Exhibit F.

Bonds—City—Outstanding—January 31, 1937 .....	\$543,300.00
Bonds Issued During the Year—	
February 1, 1937, Public Improvement.....	\$ 45,000.00
July 1, 1937, Public Improvement.....	100,000.00
August 1, 1937, Public Improvement .....	12,000.00
December 1, 1937, Public Improvement ..	75,000.00
	<hr/>
Total.....	\$232,000.00
Bonds matured during the year.....	79,000.00
	<hr/>
Increase in bonds outstanding .....	153,000.00
	<hr/>
Bonds—City—Outstanding—January 31, 1938 .....	\$696,300.00

The bonded debt of the Water Works has decreased \$18,000.00 due to bonds maturing during the year.

**Net City Debt—\$626,530.72****Water Debt—\$554,000.00:**

Net City Debt is the term applied to the excess of liabilities over assets. An analysis of the changes in this account during the year appears as follows:

January 31, 1937—Balance .....	\$428,641.56
Additions	
Bonds issued during the year .....	\$232,000.00
From transfer account .....	41,392.11
Adjustment of January, 1937, relief .....	10.40
Fiscal agent's expense—prior years .....	5,232.93
	<hr/>
Total .....	\$278,635.44
Deductions	
Bonds matured during the year .....	\$ 79,000.00
Berlin Nat'l Bank—inactive account .....	116.50
State of N. H., Dec., 1936, sup. relief .....	951.36
P. W. A. refund .....	78.86
Adjustment of tax deeds .....	374.37
Sale of lots .....	200.00
Forest fires .....	25.19
	<hr/>
Total .....	80,746.28

Net increase in Net City Debt ...	197,889.16
January 31, 1938, Balance.....	\$626,530.72

Water Debt is represented by the amount of water bonds outstanding.

#### **Statement of Cash Receipts and Disbursements**

An analysis of the cash received and disbursed during the year is shown in Exhibit B. The disbursements are in accordance with the Register of Disbursements. Any difference between these figures and the expenditures shown in Exhibit C is due to transfers made by journal entries. These expenditures include the payment of February 2, 1937 and which were included in the expenses of the last fiscal year and shown as accounts payable. The offset to the expenditures of this warrant appears among the credits by a transfer from accounts payable.

#### **Statement of Trust Funds**

A list of trust funds appears under Exhibit E. The savings bank books representing the investment of these funds were examined.

#### **City Clerk's Department**

The records of cash received by the City Clerk were examined. They consisted of duplicate automobile registration permits, stubs of receipts for various licenses issued, etc. All of these were checked to his cash book. The cash book was then added. The receipts were turned over to the City Treasurer once each month and duly receipted for by him.

#### **City Treasurer's Department**

The cash book, check register, journal and general ledger of the City Treasurer were examined. A trial balance was taken of the general ledger. The journal entries were carefully scrutinized. All cash received and disbursed by him was duly accounted for. Funds in his possession were proven to be correctly stated by communication with the proper banks or offices.

#### **Municipal Court**

The records of the Clerk of the Municipal Court which were examined consist of the cash book, check book and criminal docket. Fines paid as indicated in the docket were checked to the cash book. Expenses paid and other expenditures made were compared with the cases affected. The cash book was added. The



net receipts were paid to the City Treasurer once each month.

Receipts .....	\$ 7,264.09
Expenses .....	2,814.26
	<hr/>
Net receipts paid to City Treasurer .....	\$ 4,449.83

#### Library Trustees

The income and expenses of the library are shown in a cash book kept by the Library Trustees. The income consists of cash received from the City on account of its appropriation, fines, gifts, etc. Small expenses are paid from a petty cash fund. The expenditures were verified by examination of the canceled checks and vouchers approved for payment. A summary of the receipts and expenses for the year appear as follows:

Cash Balance, February 1, 1937.....	\$ 166.29
Add—Receipts—	
From appropriation .....	\$ 7,000.00
Fines .....	491.43
Gifts .....	12.35
Sale of prints .....	3.24
Check No. 3830 canceled .....	12.50
	<hr/>
	7,519.52
	<hr/>
	\$ 7,685.81
Less—Disbursements—	
Salaries .....	\$ 4,095.80
Books .....	797.24
Periodicals .....	234.14
Binding .....	84.48
Supplies and stationery.....	113.48
Postage, express .....	46.47
Janitor's wages .....	499.20
Cleaning .....	33.92
Light, heat .....	683.82
Telephone .....	30.10
Repairs .....	74.92
Insurance .....	108.00
Other expenses .....	16.60
	<hr/>
	6,818.17
	<hr/>
Cash Balance, January 31, 1938 .....	\$ 867.64

#### Bank Reconciliation

Balance per bank statement .....	\$ 1,204.98
----------------------------------	-------------

Less—outstanding checks .....	337.34	
Balance as above .....		\$ 867.64

**General**

The minutes of the meetings of the Mayor and City Council were read. Any other verifications considered necessary were also made.

There is a liability not expressed in the balance sheet. The School Department purchased from the C. N. Hodgdon Co., a stoker. One-half of the cost of the stoker and installation at a cost of \$1,933.00 was paid during the current fiscal year. It is my understanding that the other half is to be paid during the next fiscal year.

In conclusion, may I express my appreciation of the courtesies extended and co-operation given during my engagement.

Very truly yours,

HIRAM B. HASKELL,

Certified Public Accountant.

**EXHIBIT A—CITY OF BERLIN, NEW HAMPSHIRE**

**Balance Sheet—January 31, 1938**

**Assets**

Cash—		
Berlin City National Bank.....	\$ 29,801.07	
National Shawmut Bank .....	71,558.30	
First National Bank of Boston .....	9,251.09	
State Treasury.....	116,697.73	
		\$227,308.19
City Clerk's change fund .....		75.00
City Treasurer's petty cash fund .....		15.00
Berlin Nat'l Bank (in liquidation)		1,957.16
Taxes Receivable—		
Levy of 1931 .....	\$ 359.95	
Levy of 1932 .....	583.45	
Levy of 1933 .....	1,107.60	
		2,051.00
Levy of 1934—		
Property .....	\$ 669.73	

AUDITOR'S REPORT

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Poll .....	1,818.00	
	<hr/>	2,487.73
Levy of 1935—		
Property .....	\$ 646.05	
Poll .....	3,064.20	
	<hr/>	3,710.25
Levy of 1936—		
Property .....	\$ 1,168.85	
Poll .....	4,250.00	
	<hr/>	5,418.85
Levy of 1937—		
Property .....	\$222,850.51	
Poll .....	3,154.00	
	<hr/>	226,004.51
		<hr/>
		239,672.34
Tax sales .....		19,201.54
Tax deeds .....		1,759.09
State of N. H.—Estimate of amount due for relief .....		3,305.65
		<hr/>
Total Assets.....		\$493,293.97

**Liabilities**

Dog licenses—Due School Department.....	\$ 822.54
Notes payable .....	400,000.00
Unexpended Proceeds of Bond Issues—	
Public Improvement “A” (for police station improvements) .....	\$ 2,500.00
Public Improvement “D” (for ski jump).....	5,913.56
Public Improvement “E” (for park purposes)	5,000.00
P. W. A. Construction .....	9,251.09
	<hr/>
	22,664.65
Accrued interest.....	37.50
Bonded Debt—	
Total outstanding .....	\$696,300.00

Water Debt—	
Water Bonds outstanding.....	554,000.00
	<u>1,250,300.00</u>
Total Liabilities .....	\$1,673,824.69
Less—Assets .....	493,293.97
	<u>\$1,180,530.72</u>
Excess of Liabilities over Assets .....	
Represented by:	
Net City Debt .....	\$626,530.72
Water Debt .....	554,000.00
	<u>\$1,180,530.72</u>

Note:—The City is contingently liable on the following notes of the Brown Company:

No. of Note	Date of Note	Date of Maturity	Balance Due
451	September 15, 1936	June 1, 1938	\$ 415,000.00
471	May 1, 1937	July 1, 1938	500,000.00
484	October 15, 1937	August 1, 1939	500,000.00
493	December 15, 1937	August 1, 1939	500,000.00
			<u>\$1,915,000.00</u>
Total .....			

### EXHIBIT B—CITY OF BERLIN, NEW HAMPSHIRE

#### Statement of Cash Receipts and Disbursements for the Year Ended January 31, 1938

##### CASH BALANCE, FEBRUARY 1, 1937:

Berlin City National Bank .....	\$ 25,112.13
Manchester National Bank .....	24,141.17
National Shawmut Bank.....	55,751.72
	<u>\$105,005.02</u>

##### RECEIPTS DURING THE YEAR:

J. Wilson Gonya, Tax Collector—	
1934 Property taxes .....	\$ 790.50
1934 Poll taxes .....	16.00
Interest, 1934 taxes .....	201.83
	<u>\$ 1,008.33</u>

\$ 1,008.33 •

AUDITOR'S REPORT

Dellison C. Conroy, Tax Collector—

1935 Property taxes .....	\$ 453.74
1935 Poll taxes .....	102.11
1935 Uncommitted poll taxes .....	14.00
1935 Tax sales .....	8,392.04
1936 Property taxes .....	182,916.45
1936 Poll taxes .....	1,814.00
1936 Uncommitted property taxes .....	34.12
1936 Uncommitted poll taxes .....	124.00
1936 tax sales .....	4,799.02
Interest, 1935 taxes .....	137.27
Interest, 1935 tax sales .....	615.04
Interest, 1936 taxes .....	8,864.02
Interest, 1936 tax sales .....	137.78
Printing and office supplies .....	442.80

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208,846.39

Dellison C. Conroy, Special Tax Collector—

1931 Poll taxes .....	\$ 58.05
1932 Poll taxes .....	116.55
1932 Property taxes .....	9.25
1933 Poll taxes .....	178.40
1933 Property taxes .....	7.50
1928 Tax sales .....	26.14
1929 Tax sales .....	15.70
1930 Tax sales .....	30.50
1932 Tax sales .....	212.57
1933 Tax sales .....	270.54
1934 Tax sales .....	2,904.17
Interest, 1931 taxes .....	.85
Interest, 1932 taxes .....	1.30
Interest, 1933 taxes .....	1.80
Interest, 1932 tax sales .....	93.07
Interest, 1933 tax sales .....	83.59
Interest, 1934 tax sales .....	513.84

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4,523.82

Herbert Schnare, Tax Collector—

1937 Property taxes .....	\$487,954.89
1937 Poll taxes .....	16,418.00
1937 Uncommitted poll taxes .....	427.40
1937 Uncommitted property taxes .....	3.90

1937 Bank stock .....	24.20	
Interest, 1937 property taxes.....	3,717.33	
Interest, 1937 poll taxes.....	2.94	
		<hr/>
		508,548.66

Gaston A. Cournoyer, City Clerk—		
Automobile regis. permits—1937... \$	14,204.80	
Automobile regis. permits—1938....	286.66	
City Hall .....	263.00	
City Hall—Rest room .....	129.00	
Public Works Department .....	9,249.29	
Cemetery .....	414.00	
Tax deeds .....	60.50	
Health Department .....	54.54	
Dog licenses .....	925.80	
Fire Department.....	12.00	
Miscellaneous .....	731.50	
		<hr/>
		26,331.09

Berlin National Bank—Liquidating		
dividend .....	326.19	
Proceeds of bond issues .....	125,000.00	
Premium on bonds issued .....	1,850.85	
Milk licenses .....	244.00	
City Poor Department.....	5,641.25	
Electric Department .....	151.74	
Net City Debt—		
Berlin City National Bank—(Old		
account transferred) .....	\$ 116.50	
Supplementary relief credit, Dec.,		
1936 .....	951.36	
P. W. A. refund .....	78.86	
Sale of lots .....	200.00	
Forest fires—prior year .....	25.19	
		<hr/>
		1,371.91

Public Works Department .....	4,518.44
Municipal Court .....	4,449.83
Health Department .....	27.61
State of New Hampshire—	
P. W. A. gasoline tax refund..... \$	692.38

AUDITOR'S REPORT

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P. W. A., check book.....	2.00	
City poor .....	14,169.77	
City poor .....	7.50	
P. W. D., gas, oil, gravel.....	469.97	
City Hall Rest Room, annual contract .....	100.00	
Forest fires .....	26.33	
Town road aid .....	35.84	
School operator .....	3.85	
P. W. D., shovel rental.....	435.86	
Insurance tax .....	7.88	
Railroad tax .....	5,448.58	
Savings bank tax .....	4,347.03	
Interest and dividends tax.....	5,836.38	
National Forest reserve fund.....	1,800.08	
Bounty on animals .....	25.60	
		<u>33,409.05</u>
Printing and office supplies.....	2.83	
Treasurer of the United States—		
P. W. A. project.....	46,906.00	
Fire Department .....	836.25	
Miscellaneous .....	321.20	
School Department .....	2,176.55	
Notes payable .....	400,000.00	
City Hall Rest Room .....	.89	
Health Department .....	19.50	
Equipment fund .....	129.88	
P. W. A. construction .....	895.04	
Interest .....	.02	
Police Department .....	2.08	
Transfer, State Treasury .....	50,238.32	
		<u>1,427,777.72</u>
Total to be accounted for.....		<u>\$1,532,782.74</u>

DISBURSEMENTS DURING THE YEAR:

Automobile registration permits .....	\$ 974.56
Bonds .....	79,000.00
Bounty on animals .....	25.70
City Hall .....	7,639.16

City Hall—Rest Room .....	335.07
City Poor Department .....	105,205.38
Dog licenses .....	103.26
Electric Department .....	443.68
Election expenses .....	1,416.22
Fire Department .....	53,991.42
Forest fires.....	52.65
Health Department .....	6,341.69
Insurance .....	10,122.24
Interest on bonds .....	25,336.25
Discount on taxes .....	451.11
Discount—Notes payable .....	6,229.52
Library .....	7,000.00
Lighting streets .....	18,155.39
Miscellaneous .....	5,684.76
Municipal Court .....	1,741.95
Net City Debt—Fiscal agent's expense.....	5,232.93
Notes payable .....	250,000.00
Parks and playgrounds .....	547.01
Police Department .....	43,254.50
Printing and office supplies .....	2,228.31
Public Works Department .....	212,556.91
Salaries .....	18,393.58
School Department .....	174,417.27
Ski jump .....	77.36
New equipment fund .....	4,846.20
P. W. A. Construction .....	162,654.91
Overlay .....	2,493.85
Berlin Visiting Nurses Association .....	500.00
Berlin Clean-up Campaign.....	25.41
Uncommitted 1936 poll taxes .....	2.00
City Planning Board.....	235.98
1936 Poll taxes .....	4.00
1937 Poll taxes .....	2.00
Public Improvement Fund "D" .....	6,086.44
Public Improvement Fund "C" .....	10,328.66
Public Improvement Fund "A" .....	96.21
Coos Street drain .....	441.60
1936 Tax sales .....	18,244.84
G. A. R. ....	100.00
Cemetery .....	969.00
State tax .....	46,576.00
County tax .....	130,134.30



## AUDITOR'S REPORT

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State Aid Maintenance, construction	1,500.00	
		<u>1,422,172.28</u>
<b>Cash Balance, January 31, 1938</b>		\$110,610.46
Berlin City National Bank	\$ 29,801.07	
National Shawmut Bank	71,558.30	
First National Bank of Boston	9,251.09	
	<u>          </u>	\$110,610.46

**EXHIBIT C—CITY OF BERLIN, NEW HAMPSHIRE      Statement of Budget Accounts**

	Budget Appropriation	Credits	Expenditures	Unexpended Balance	Overdraft
Bonds.....	\$ 79,300.00	\$	\$ 79,000.00	\$ 300.00	\$
Cemetery.....	600.00		600.00		
City Hall.....	5,000.00	524.44	7,639.16		2,114.72
City Poor Department.....	75,000.00	23,430.57	105,705.38		7,274.81
City Planning Board.....	300.00		235.98	64.02	
County Tax.....	130,134.30		130,134.30		
Election Expenses.....	1,500.00		1,416.22	83.78	
Fire Department.....	49,000.00	1,889.86	55,991.42		3,101.56
Forest Fires.....	200.00	26.33	52.65	173.68	
Grand Army.....	100.00		100.00		
Health Department.....	6,500.00	178.95	6,367.10	311.85	
Insurance.....			10,122.24		
Interest on Bonds.....			25,336.25		4,047.41
Interest on Notes Payable.....	38,017.00	62.75	6,217.56		
Discount—Taxes.....			451.11		
Library.....	7,000.00		7,000.00		
Lighting Streets.....	19,000.00	1,500.24	18,155.39	2,344.85	
Miscellaneous.....	5,000.00	1,168.11	5,696.72	471.39	
Overlay.....	5,000.00	2,844.34	2,493.95	5,350.39	
Parks and Playgrounds.....	500.00		547.01		47.01
Police Department.....	41,500.00	748.98	44,439.46		2,190.48

**EXHIBIT C—(Continued)**

	Budget Appropriation	Credits	Expenditures	Unexpended Balance	Overdraft
Printing and Office Supplies.....	1,500.00	524.81	2,228.31		203.50
Public Works Department.....	86,177.78	101,042.38	212,832.09		25,611.93
Salaries.....	18,500.00	214.80	18,393.58	321.22	
School Department.....	159,000.00	7,740.60	174,476.50		7,735.90
State Aid Construction.....	1,500.00		1,500.00		
State Tax.....	46,576.00		46,576.00		
Totals.....	\$776,905.08	\$141,897.16	\$961,708.38	\$ 9,421.18	\$ 52,327.32
<b>Transfer Account</b>					
Overdrafts.....				\$ 52,327.32	
Unexpended Balances.....				9,421.18	
Net Overdrafts.....				\$ 105.18	\$ 42,906.14
City Hall Rest Room.....				2,442.60	
Automobile Registration Permits—Received Less than Estimate.....					2,547.78
Total.....				\$ 2,360.41	\$ 45,453.92
Less, Other Income—Excess of Receipts Over Estimate.....				1,701.40	
Taxes, State of New Hampshire—Excess of Receipts over Estimate.....					4,061.81
Transferred to Net City Debt.....					\$ 41,392.11

**EXHIBIT D—CITY OF BERLIN, NEW HAMPSHIRE**  
**Analysis of Departmental Expenditures**

**City Hall**

Fuel .....	\$ 742.29
Janitors' salaries .....	2,552.60
Land rental .....	25.00
Lighting .....	1,237.88
Repairs .....	2,195.81
Supplies .....	527.29
Telephone .....	358.29
<hr/>	
Total .....	\$ 7,639.16

**Election Expenses**

Meals .....	\$ 87.00
Salaries .....	760.00
Supplies .....	569.22
<hr/>	
Total .....	\$ 1,416.22

**Equipment Fund**

City Clerk's Office .....	\$ 165.00
Fire Department .....	479.46
Police Department .....	2,154.56
Public Works Department .....	963.28
School Department .....	913.90
Tax Collector's Office .....	170.00
<hr/>	
Total .....	\$ 4,846.20

**Fire Department**

Automotive machinery and supplies .....	\$ 2,057.26
Equipment .....	1,254.52
Fuel .....	715.78
Gasoline and oil .....	373.13
Hydrants: Repairs and supplies .....	1,180.43
Laundry .....	171.67
Lighting .....	396.23
Medical attention and supplies .....	54.48
Pole rental .....	5.00
Repairs .....	582.49
Salaries .....	46,118.40
Supplies .....	823.16

Telephone and telegraph and time service	258.87
Total	\$ 53,991.42

**Health Department**

Automotive Machinery: Repairs and supplies	\$ 141.30
Biologicals	490.41
Clinics	884.85
Laboratory supplies	229.25
Laundry	15.90
Miscellaneous: Travel expenses, express, etc.	170.40
Office supplies	146.47
Printing	110.75
Salaries	4,067.57
Telephone and telegraph	84.79
Berlin Clean-Up Campaign	25.41
Total	\$ 6,367.10

**Miscellaneous**

Adding machine maintenance	\$ 20.48
Berlin Mills Fire Station Hall: Lighting, repairs, supplies	60.42
Bonds and Notes: Cert., premiums, etc.	950.50
Berlin Water Works	300.00
Drawing jurors, revising jury lists, etc.	189.00
Land purchased	600.00
Miscellaneous: Express, freight, telegrams	138.67
Office supplies and printing	187.43
Professional services	935.35
Real estate transfers, recording deeds, etc.	383.27
Salaries	409.50
Taxes, Mechanic Street	189.93
Traffic survey	497.22
Travel expenses	613.74
Vital statistics	209.25
National Shawmut Bank—Express	11.96
Total	\$ 5,696.72

**Police Department**

Automotive Machinery: Repairs and supplies	\$ 723.61
Equipment	163.33
Expense of prisoners	272.86
Fuel	406.99

Gasoline and oil .....	725.19
Laundry .....	7.75
Lighting .....	342.39
Medical attention and supplies.....	3.25
Miscellaneous: Law enforcement investigation, travel expenses, etc. ....	483.90
Printing and office supplies .....	203.35
Salaries .....	38,760.93
Supplies .....	475.14
Telephone and telegraph and time service .....	685.81
Equipment fund .....	1,184.96
<b>Total .....</b>	<b>\$ 44,439.46</b>

#### Printing and Office Supplies

Assessors .....	\$ 162.26
Building inspector .....	11.00
City Clerk .....	483.56
City reports .....	426.25
City Solicitor .....	13.20
Information office .....	7.26
Tax Collector .....	760.25
Treasurer .....	199.09
Traffic survey .....	165.44
<b>Total .....</b>	<b>\$ 2,228.31</b>

#### School Department

Equipment .....	\$ 7,845.74
Fuel .....	6,469.11
Lighting .....	4,104.27
Medical attention and supplies .....	343.32
Per capita assessment .....	4,226.00
Printing .....	150.40
Repairs .....	2,195.44
Salaries and transportation payroll.....	141,769.68
Supplies .....	5,387.11
Telephone and telegraph .....	276.30
Travel expenses, trucking, survey.....	489.10
Tuition .....	1,160.80
Miscellaneous .....	59.23
<b>Total .....</b>	<b>\$174,476.50</b>

**Parks and Playgrounds**

Equipment .....	\$ 21.98
Labor and supplies.....	131.03
Rental .....	12.00
Salaries .....	382.00
Total.....	\$ 547.01

**Salaries**

Bellefeuille, Thomas .....	\$ 500.00
Bergeron, Arthur J.....	700.00
Brooks, Graziella .....	1,296.00
Campagna, Leo J. ....	400.00
Chapman, Gilman .....	500.00
Conroy, Dellison .....	365.75
Councilmen .....	1,387.00
Cournoyer, G. A. ....	1,464.45
Dutil, Victor J. ....	300.00
Halle, Loretta .....	926.50
Haskell, Hiram .....	1,000.00
Laffin, Kathryn .....	868.20
Lepage, Wilfred .....	220.00
Michaud, Madeleine E.....	1,006.00
Morgan, Mary E. ....	1,529.20
Nolet, John .....	972.73
Reid, U. H. ....	44.00
Richards, Wm. R. ....	500.00
Ryan, M. J. ....	660.00
St. Hilaire, Analda .....	1,006.00
Schnare, Herbert .....	1,821.25
Trafton, Letea .....	926.50
Total .....	\$ 18,393.58

**EXHIBIT E—CITY OF BERLIN, NEW HAMPSHIRE****List of Trust Funds****Joseph A. Wagner Fund****Created**—January 27, 1930**Purpose**—Perpetual care of lot in Beth Israel Cemetery**Principal**—\$500.00**Deposited**—Guaranty Trust Company (Bank now closed) liquidat-

ing dividends received from Guaranty Trust Company deposited in the City Savings Bank, Book No. 7387	
Balance, January 31, 1937 .....	\$ 508.59
Interest, July 19, 1937.....	6.35
Interest, January 29, 1938 .....	6.42
	<hr/>
Balance, January 31, 1938 .....	\$ 521.36

#### Moses and Sophie Angelowitz Fund

**Created**—January 22, 1932

**Purpose**—Perpetual care of lot in Beth Israel Cemetery

**Principal**—\$200.00

**Deposited**—City Savings Bank, Book No. 7217

Balance, January 31, 1937 .....	\$ 208.39
Interest, July 19, 1937.....	2.60
Interest, January 29, 1938 .....	2.62
	<hr/>
Balance, January 31, 1938 .....	213.61

#### Nellie Addleson Fund

**Created**—October 10, 1933

**Purpose**—Annual care of lot in Beth Israel Cemetery

**Principal**—\$100.00

• **Deposited**—Berlin Savings Bank & Trust Company, Book No. 16897

Balance, January 31, 1937 .....	\$ 100.03
Interest, May 1, 1937.....	1.25
Interest, November 1, 1937.....	1.26
	<hr/>
Balance, January 31, 1938 .....	102.54

#### A. W. Walters Fund

**Created**—March 15, 1935

**Purpose**—Perpetual care of lot in cemetery

**Principal**—\$300.00

**Deposited**—City Savings Bank, Book No. 9388

Balance, January 31, 1937 .....	\$ 303.54
Interest, July 19, 1937.....	3.79
Interest, January 29, 1938 .....	3.84
	<hr/>
Balance, January 31, 1938 .....	311.17



**EXHIBIT F—CITY OF BERLIN, NEW HAMPSHIRE****Bonded Debt—\$696,300.00**

City of Berlin, 5% Public Improvement Bonds	\$ 18,300.00
Issued July 1, 1931; \$8,000.00 maturing annually to July 1, 1923; \$7,000.00 maturing annually to July 1, 1931; \$6,000.00 maturing annually to July 1, 1940; \$300.00 payable July 1, 1941.	
City of Berlin 5% School Bonds	80,000.00
Issued November 1, 1921; \$20,000.00 maturing annually to November 1, 1941.	
City of Berlin, 4½% School Bonds	20,000.00
Issued August 1, 1922; \$4,000.00 maturing annually to August 1, 1942.	
City of Berlin, 4½% Public Improvement Bonds	10,000.00
Issued July 1, 1924; \$5,000.00 maturing annually to July 1, 1939.	
City of Berlin, 4½% Junior High School Bonds	55,000.00
Issued December 1, 1925; \$10,000.00 maturing annually to December 1, 1940; \$5,000.00 maturing annually to December 1, 1945.	
City of Berlin, 4½% East Side School, Fire Station and Voting Place Bonds	30,000.00
Issued July 1, 1927; \$5,000.00 maturing annually to July 1, 1943.	
City of Berlin, 4½% School Improvement Bonds	130,000.00
Issued July 1, 1930; \$10,000.00 maturing annually to July 1, 1950.	
City of Berlin, 3½% Public Improvement Bonds	84,000.00
Issued June 1, 1936; \$6,000.00 maturing annually to June 1, 1951.	
City of Berlin, 2½% Equipment Bonds	40,000.00
Issued June 1, 1936; \$10,000.00 maturing annually to June 1, 1941.	
City of Berlin, 3½% Public Improvement Bonds	42,000.00
Issued February 1, 1937; Payable \$3,000.00 annually 1938 to 1952 inclusive.	

City of Berlin, 2¼% Public Improvement Bonds.....	100,000.00
Issued July 1, 1937; payable \$10,000.00 annually July 1, 1938 to July 1, 1947 inclusive.	
City of Berlin, 1¾% Public Improvement Bonds.....	12,000.00
Issued August 1, 1937; payable \$4,000.00 annually beginning August 1, 1938.	
City of Berlin, 3% Public Improvement Bonds.....	75,000.00
Issued December 1, 1937; payable \$5,000.00 annually beginning December 1, 1938.	
Total (See Exhibit A).....	\$696,300.00

### EXHIBIT F—CITY OF BERLIN, NEW HAMPSHIRE

#### List of Bonds Outstanding

##### Water Bonds—\$554,000.00

City of Berlin, 4½% Water Works Bonds \$700,000.00	
Issued on April 1, 1925, under the New Hampshire Acts of 1925. Registered as to principal only.	
Payable—	
\$10,000.00 Annually to April 1, 1930	
15,000.00 Annually to April 1, 1940	
20,000.00 Annually to April 1, 1950	
30,000.00 Annually to April 1, 1960	
Total Outstanding.....	\$545,000.00
City of Berlin, 4½% Water Works Bonds \$25,000.00	
Issued on Dec. 15, 1930 under the New Hampshire Acts of 1925	
Payable—	
\$2,000.00 on December 15, 1931 to 1935 inclusive	
3,000.00 on December 15, 1936 to 1940 inclusive	9,000.00
Total (See Exhibit A).....	\$554,000.00

# Berlin Water Board

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**Chairman**

**GEORGE F. LOVETT**

**Clerk**

**ERNEST J. GAGNE**

**Members of the Board**

ARTHUR J. BERGERON, Mayor, Member Ex-Officio

GEORGE F. LOVETT

HENRY G. GOSSELIN

OTTO J. A. DAHL

ERNEST J. GAGNON

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WALLACE GRAVES, Superintendent

ERNEST E. TANKARD, Assistant Superintendent

ERNEST E. TANKARD, Cashier

ANTOINETTE ANCTIL, Assistant Cashier

# Report of Water Commissioners

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February 24, 1938

To His Honor, the Mayor, and City Council, Berlin, N. H.:

Subject: Thirteenth annual report of Board of Water Commissioners.

Gentlemen:

Your Board of Water Commissioners beg to report on activities of the water department during the past year.

## **Reservoirs—Godfrey Dam**

During the year the Godfrey Dam reservoir was trimmed up, loose material washed from the bottom and slopes, and the capacity of storage water in this reservoir, viz, 25,500,000 gallons, has about reached its available content.

Surveys are now being made, of the area directly up river from the reservoir, in anticipation of obtaining additional storage of water to tide over any low water period which may occur.

## **Bean Brook, Stewart, Anderson and Keene Reservoirs**

These reservoirs are kept up each year in the way of repairs and cleaning, but we cannot expect more storage of water than as now exists.

The 18-inch pipe leading from Keene dam to Anderson reservoir is beginning to show signs of deterioration and plans are under way for replacing a portion of this the coming year.

## **Gravel Packed Wells**

The department, looking ahead to shortage of water during drought and other causes, has given quite some thought to an installation of this nature. Test borings having been made in the Jericho and Androscoggin valleys. While the capacity of such an installation would not be sufficient to supply a hundred percent demand for water, without a large expenditure of money, we are working on the theory that an installation of say fifty percent of the demand at the present would be a material aid to our water supply.

### **Chlorination**

All domestic water is now chemically treated and reports from the State Board of Health indicate that there are no impurities in the water to endanger the health of our water takers.

### **Philbrick and Gunnarson Systems**

These privately owned systems were taken over by your department during the past year, and with but a few scattering cases, all domestic water is being furnished to our citizens by your department.

### **Finances**

For financial condition of the department we would refer you to our City Auditor's report.

### **Superintendence**

For further detail as to activities of the department we refer you to our superintendent's report herewith extended.

In closing, we wish to extend thanks to your Honorable Body for assistance rendered and cooperation of all other departments of our City Government.

Respectfully submitted,

Board of Water Commissioners.

ARTHUR J. BERGERON, Mayor, Ex-Officio,  
GEORGE F. LOVETT, Chairman of Board,  
ERNEST J. GAGNON, Clerk of Board,  
OTTO J. A. DAHL, Member,  
HENRY G. GOSSELIN, Member.

# Report of Superintendent of Water Works

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Board of Water Commissioners,  
Berlin, N. H.

Gentlemen :

I herewith submit the thirteenth annual report of the Water Department for the year ending December 31, 1937.

The Department has added forty-seven new services to the system and relaid fifty-nine during the year. This number, both the new services and relaid services, is the largest since the year 1930.

New main extensions have consisted of a total of 2,222 feet which range in sizes of two-inch to fourteen-inch. The much needed hook-up on Jolbert street, between Third avenue and Green street, was completed during the year. Approximately thirty families were removed from a small house-to-house service pipe running through the cellars, to a new six-inch cast iron main pipe laid in the street. At no expense to the customers, new service pipes were laid into the cellar of each house. One new hydrant was installed on the line, thereby giving the water takers the benefit of lower insurance rates.

All extensions during the year were done for the purpose of rendering better service to the customers, as no increase in revenue was realized from the new work. Two new hydrants were installed during the year in unprotected sections of the city. W.P.A. labor was donated for the extensions, while materials, experienced labor and supervision was furnished by the Department.

During the year, twenty flat rate services have, at the request of the customers, changed on to meter. Eleven of these services have three families or more, and the balance, two-family houses.

During the summer, the so-called Philbrick and Gunnarson water systems were purchased. These are located in the upper Berlin Mills section of the city, and furnish water to some twenty-four families. Both systems, although separately owned, obtained

water from the same source of supply. The supply consisted of a surface stream, across which a small dam and intake was constructed for the purpose of collecting the surface water from the brook. The stream was open at all times to contamination, and very highly polluted at various times of each year. The distribution systems extended across lots and through cellars to the various houses being supplied. At first, city water was turned directly into the lines and it was decided to use the old lines, but this proved unsatisfactory, so each service was connected directly onto the city water mains and the old lines abandoned.

During the year, an inspection of all meters in service was conducted, and it was found that twenty percent had been in service more than the recommended period of six years. In fact, a few as long as twenty years without removal. Upon the removal and testing of a few, fifty percent showed under-registering twenty to forty percent, so it was decided to remove all meters having been in service more than six years for testing and adjustment.

Considerable trouble has been experienced this year with our Keene pipe line. The line is composed of eighteen-inch wooden stave pipe, and carries water a distance of two miles, from our Keene reservoir, located on the Horn brook, to Anderson reservoir. The pipe line was laid in 1920. During the following several years, or until the purchase of the Berlin Water Company by the City, this pipe line was empty at various times of each year, due to the rapid growth of the city and inadequate water supply. Since the addition of our Ammonoosuc pipe line, the draft on this line has decreased, making it possible to keep the pipe full and in use. Evidently this former intermittent use of the pipe has now caused a very hazardous condition. Numerous repairs were made on the line in the late fall, and it is necessary that about twenty-five percent of the pipe be replaced in the spring.

Work this year at our Godfrey reservoir was not as extensive as last year. There being only 2,500 cubic yards of material removed from the basin. The object this year was to remove all top soil, confining the flowage entirely to a clean gravel bottom and surrounding banks. To accomplish this work, it was necessary to build a new coffer dam further upstream for the city supply during the carrying out of the work, and also change the location of the twelve-inch pipe lines extending from the coffer dam to the city intake. After the work was completed a cross section of the reservoir was made, showing that the present storage, with 44 inches of flashboards, is now 25½ million gallons of water.

During the year, in the pursuance of a possible additional

auxiliary source of supply, the Department has turned towards a ground water supply. Approximately one hundred test holes have been driven in various locations in the city, seeking a water having the necessary qualities. About thirty-five test wells were driven in the Jericho bog, some to depths of eighty-five feet, but without results. The search was then carried to the Androscoggin river valley. Test wells were driven in the Horn field, Woodward field, Twitchell field, Smith field and Brown Company fields. As a result of these borings, a water of sufficient abundance, and of satisfactory quality was finally obtained in the so-called Smith field, on the west side of the Androscoggin river. It is hoped that these tests can be completed and a well and pumping station constructed in the spring.

A study and survey of our Ammonoosuc flowage and drainage area, is now being made for further developments in the way of water storage, striping, and possible reforestration of certain areas above our present reservoir.

In closing, I wish to express my appreciation to the Board, members of the Department and other officials for their hearty cooperation in helping me perform my duties during the year.

Respectfully submitted,

WALLACE GRAVES,

Superintendent.



# Report of Overseer of the Poor

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January 31, 1938

To His Honor, the Mayor, and City Council of the City of Berlin:  
Gentlemen:

I herewith submit my report as Overseer of the Poor for the year ending January 31, 1938.

The Relief Department this year expended the sum of \$103,805.94 for the care of direct relief cases, soldiers' aid cases, board and care of adult cases, board and care of children and old age assistance cases. This amount is \$12,764.79 less than the grand total expended in 1936 and the lowest amount spent for relief since 1932. The net cost to the City of caring for the needy was the sum of \$80,375.37 and the budget appropriation for the department this year was \$75,000.00, leaving an overdraft of only \$5,375.37, the lowest in four years. The State paid as its share only \$15,016.40, they reimbursed the City for only eight months, not paying anything for the months of May, June, July and August. The sum of \$8,414.17 was repaid to the City by persons who received aid and were later induced to pay for it.

A total of 600 cases of families were helped during 1937, these cases were made up of 2,063 individuals. There was a decrease in the case load during the past year of 174 cases. During the latter part of the year, however, the case load increased as did the expenditures. This was brought about by the lay-off of a number of men from private industries.

During the year, 232 men and women were employed on WPA projects which in turn assisted in keeping down the expenditures of the department. In addition to this the National Youth Administration employed 25 young men and girls on their projects during the year. A number of boys were sent to the CCC and their earnings helped considerably in their respective families. As in the past the Surplus Commodities Depot located in the Burgess School supplied an enormous amount of surplus foods and clothing to needy families. Another agency which assisted in keeping down the expenses of the Relief Department was the local Red

Cross office, supervised by Miss Anna Russell, who also served the department in numerous cases as the agent of the New Hampshire Children's Aid and Protective Society.

The department this year decreased its personnel by two persons and now employs only three investigators and four office workers.

I respectfully recommend that the members of the City Council take steps to clearly define the scope of the Overseer's authority, and provide a formal method of procedure for the handling of complaints from the public, for the guidance of the next head of this department.

I wish to thank His Honor, the Mayor, the members of the City Council, particularly those who served on the Relief Committee, other City Officials, State Welfare and Relief Officials, the Officials of the Federal Works Projects, the County Commissioners and Miss Anna Russell for the valuable aid and advice given me during the year.

Respectfully submitted,  
ERMOND D. HUGHES,  
Overseer of the Poor.

# Report of Public Works

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January 31, 1938

To His Honor, the Mayor, and City Council:

Gentlemen:

Herewith I submit the report of the Public Works Department for the year ending January 31, 1938.

This year the Public Works Department has received the smallest appropriation for a great number of years. The regular work of this department has again been curtailed this year, in order that the funds be converted to W. P. A. Projects for the relief of the needy. To this end we have supplied W. P. A. with the sum of \$51,151.00.

## **Tarring Streets**

This year we have graveled and treated about three miles of new streets and retreated nine miles of old streets. This was done in order to preserve the work already done in previous years and not let our streets deteriorate to such a degree that they could not be repaired.

## **Cates Hill**

Cates Hill, from the Snow Shoe club house to the end of the road, was graveled and tarred, the State T. R. A. contributing to this job.

## **Extra Land—Cemetery**

The cemetery improvements started last year were completed during the present year. More burial lots were laid out and graded, and the cemetery appearance improved in general.

## **Concrete Pipe Plant**

The concrete pipe plant was operated almost continuously during the present year and a good grade of concrete pipe produced. For the most part the plant was operated by W. P. A. labor.

## **Swimming Pools**

Two swimming pools were operated during the summer months, one at Berlin Mills and one at Y. M. C. A. Field. These

pools were very much patronized and enjoyed by the younger people of our community. During the hot days of summer, you could see boys and girls from all over the city enjoying a dip in the cool water.

#### **Skating Rinks**

Another source of gratification to those of us who like to see our boys and girls enjoy outdoor life, were the skating rinks. This year the Public Works Department maintained four skating rinks, one in each ward. These have been very well patronized and we wish to extend our sincere thanks to the Police Department for their cooperation in keeping a watchful eye over the activities of these play attractions.

#### **York Street Underpass and City Shops**

By far the two largest jobs undertaken by the city were the York Street Underpass and the City Shops. The York Street Underpass, or a like project has been talked of for years, but this year we did more than talk. By an almost superhuman effort on the part of the Mayor and other City Officials, we were able to procure P. W. A. funds for the prosecution of this project, the Federal Government contributing 45% of the total cost. We feel that this is a very desirable improvement to the City of Berlin.

The City Shops were also built during the past year, the Federal Government again contributing 45% of the total cost. In relation to the benefits derived from such a permanent building and the fact that the Government paid 45% of its cost, it is reasonably safe to assume that the city received an economical and much needed building. The Public Works can now be centralized and their endeavors placed on a much more economical basis. This building has been planned for the future, at least fifteen or twenty years in advance. With the trend of all municipal works toward motorization, and the constant demand of the public for more and better accommodations and the new and ever increasing conveniences which the people feel they are entitled to as active members of our community, then we feel that it is nothing more than good judgment for the Public Works to keep abreast of the times and be in a position to supply these demands and conveniences as they become necessary and essential to our lives and wellbeing.

#### **Sanding Streets**

This has been another difficult year for the sanding crews.

The weather conditions changing from rain to glare ice almost instantaneously; our stock piles of sand and ashes are fast becoming depleted.

#### **Snow Removal**

There has been but very little snow during the past year. While this has had a tendency to decrease the cost of snow removal as compared with other years, yet on the contrary it has increased the cost of thawing out drains and sewers, for without snow and our sewer lines being so close to the surface it is almost impossible to keep them from freezing. Again it has materially increased the cost of the sanding crews. After all, from a financial standpoint, the lack of snow does not reduce our expense by any great amount.

#### **Invitation**

We invite the general public to visit the Public Works office and ascertain for themselves first hand information as to the cost of any particular piece of work or equipment that they may be interested in. Do not be satisfied to accept street gossip as official information, come in and request to see the actual figures. You will always find an accommodating and courteous crew in the office of the Public Works Department.

In conclusion, I wish to thank the Mayor, City Council, Public Works Committee and the public in general for the many favors and courtesies extended me in the performance of my duties.

Respectfully submitted,

P. L. MURPHY,

Commissioner of Public Works.

# Auditor's Report on Water Works

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313-319 Bell Building.  
Manchester, N. H.,  
February 18, 1938

Board of Water Commissioners,  
Berlin, New Hampshire

Gentlemen:

In compliance with my duties as City Auditor, I have made an audit of the books and accounts of the Berlin Water Works for the year ended December 31, 1937. Interim examinations were made at the end of April, July and October, 1937. The present engagement completes the audit for the entire year 1937.

During this period, all cash received and disbursed was thoroughly checked. Receipt stubs on file of cash paid to the cashier were checked to the cash receipt journal. The receipts for each day were then added and these totals compared with the deposits listed on the statements of the Berlin City National Bank.

The canceled checks were examined and compared with the expenditures recorded in the check register. The available balance on deposit December 31, 1937 was proven to be correct by reconciling the statement issued by the bank on that date with the records.

The certificates of deposit were examined in the vaults of the Berlin Savings Bank and Trust Company in the presence of Messrs. Dahl and Tankard.

The imprest fund was counted and found in proper order.

All open accounts in the accounts receivable ledgers were added and listed. They were in agreement with the controlling accounts. Abatement vouchers signed by the Commissioners were inspected for authority to credit customers' accounts for anything other than cash received. At the time of each examination, approximately fifty accounts were sent notices by me advising them to notify me if the balances purported to be due were correct.

Vouchers approved for payment by the Board of Water Commissioners were examined and compared with the entries in the

purchase record.

The Balance Sheet presented herewith is entirely different than that presented formerly. The accounts with the various properties and equipment and depreciation applicable thereto have been adjusted to conform to the rules of the New Hampshire Public Service Commission. The annual charge for depreciation has more than doubled. Furthermore, many accounts representing construction work have been charged off as operating expenses. Accordingly, the income statement for this year shows a small net profit.

Because of the foregoing change, Surplus Earnings shows a marked decrease. Furthermore, I have changed the title to "Municipal Investment."

**ANALYSIS OF SURPLUS EARNINGS**

Balance, January 1, 1937 . . . . .		\$306,572.70
<b>Additions</b>		
Net income for year . . . . .	\$ 866.17	
Profit on sale of Sullivan compressor . . . . .	255.47	
Old checks canceled . . . . .	57.65	
New valuation of plant and equipment . . . . .	860,757.11	
Reserve for depreciation written off . . . . .	120,190.80	
		982,127.20
Total . . . . .		\$1,288,699.90

**Deductions**

Old valuation of plant and equipment charged off . . . . .	\$980,907.72
New reserves for depreciation recorded . . . . .	233,586.80
Loss on sale of Dodge coupe . . . . .	34.06
Loss on sale of typewriter . . . . .	25.53
	1,214,554.11

Balance, December 31, 1937 . . . . . \$ 74,145.79

Therefore, I submit the following exhibits and schedules. These statements show the financial condition of the Berlin Water Works on December 31, 1937 (after revision of the accounts) and the income and expense for the year 1937.

- Exhibit A Balance Sheet
- Exhibit B Statement of Income and Expense
- Exhibit A-  
Schedule 1 List of Bonds Outstanding

Very truly yours,  
HIRAM B. HASKELL,  
Certified Public Accountant.

## EXHIBIT A—BERLIN WATER WORKS

## Balance Sheet—December 31, 1937

<b>Assets</b>		
Cash—Berlin City National Bank....		\$ 4,778.60
Certificates of deposit.....		15,000.00
Imprest fund .....		75.00
Accounts Receivable—		
Flat rate .....	\$ 1,820.27	
Metered .....	500.97	
Miscellaneous .....	742.95	
		3,064.19
Materials and supplies.....		3,317.57
Transmission mains .....	\$256,488.38	
Less, reserve for depreciation .....	107,963.44	
		\$148,524.94
Distribution mains .....	\$414,376.50	
Less, reserve for depreciation .....	75,132.61	
		339,243.89
Services .....	\$ 75,089.85	
Less, reserve for depreciation .....	35,709.98	
		39,379.87
Hydrants .....	\$ 11,262.04	
Less, reserve for depreciation.....	1,789.02	
		9,473.02
Meters .....	\$ 9,961.20	
Less, reserve for depreciation .....	4,632.61	
		5,328.59
Water supply structures.....	\$ 76,991.89	
Less, reserve for depreciation.....	28,288.71	
		48,703.18
Water storage structures.....	\$ 1,200.00	
Less, reserve for depreciation.....	750.00	
		450.00
Pumps and pumping equipment.....	\$ 500.00	



Less, reserve for depreciation .....	312.50	
	<u>          </u>	187.50
Distribution system structures .....	\$ 4,684.87	
Less, reserve for depreciation .....	628.50	
	<u>          </u>	4,056.37
Water storage equipment .....	\$ 125.40	
Less, reserve for depreciation .....	5.02	
	<u>          </u>	120.38
General office equipment .....	\$ 1,828.84	
Less, reserve for depreciation .....	353.76	
	<u>          </u>	1,475.08
Shop equipment .....	\$ 5,452.66	
Less, reserve for depreciation .....	1,389.54	
	<u>          </u>	4,063.12
Purification equipment .....	\$ 6,262.43	
Less, reserve for depreciation .....	2,771.04	
	<u>          </u>	3,491.39
Trucks and autos .....	\$ 1,590.50	
Less, reserve for depreciation .....	570.90	
	<u>          </u>	1,019.60
Worthington compressor .....	\$ 2,025.00	
Less, reserve for depreciation .....	361.25	
	<u>          </u>	1,663.75
Dummer Yard chlorinator .....		537.25
		<u>          </u>
		607,717.93
		<u>          </u>
Total Assets .....		\$633,953.29

**Liabilities**

Interest accrued—4¼% bonds .....	\$ 5,790.62
Interest accrued—4½% bonds .....	16.88
	<u>          </u>
	\$ 5,807.50
First mortgage 4¼% bonds .....	\$545,000.00

First mortgage 4½% bonds .....	9,000.00	
		554,000.00
Municipal investment .....		74,145.79
		<hr/>
Total Liabilities.....		\$633,953.29

### EXHIBIT B—BERLIN WATER WORKS

#### Statement of Income and Expense for the Year Ended December 31, 1937

##### Operating Income:

Commercial water—Flat rate.....	\$ 51,333.47	
Commercial water—Metered .....	23,142.43	
		<hr/>
		\$ 74,475.90
Industrial water—Flat rate.....	\$ 1,673.77	
Industrial water—Metered .....	5,223.80	
		<hr/>
		6,897.57
		<hr/>
Gross Income.....		\$ 81,373.47

##### Operating Expenses:

Water Supply—		
Gravity supply—Labor .....	\$ 574.78	
Purification—Supplies and exp. ...	634.60	
Repairs to mains.....	794.26	
Relaid services .....	1,602.22	
Maintenance labor .....	1,280.32	
		<hr/>
		\$ 4,886.18
Distribution—		
Meter Dept.—Supplies and exp. \$	524.45	
Repairs to services .....	836.84	
		<hr/>
		1,361.29
Commercial—		
Meter indexing salaries.....		338.09
General—		
General office salaries.....		1,345.00

## General Office Expense—

General office expense.....	\$ 31.50
General expense .....	1,588.18

1,619.68

## Miscellaneous Undistributed—

Thawing account .....	\$ 131.43
Insurance .....	973.56
Stationery and printing .....	253.34
Garage expense.....	1,243.75
Shop expense .....	784.65
Maintenance expense .....	269.38
Freight and express.....	19.93
Superintendence and engineering	4,886.00
Bean Brook chlorinator expense.	142.37
Dummer Yard chlorinator exp.....	65.13
Auxiliary source of water .....	1,099.74
Champlain Street .....	58.11
Kent Street expense .....	349.58
Godfrey reservoir .....	1,982.74
Pipe line road .....	213.19
Glen Avenue .....	3.68
Gunnerson system .....	274.91
Regulator house .....	164.82
Regulator house steamers .....	46.02
Storehouse expense .....	239.38
Repairs to Keene pipe line.....	247.01
Wangan account.....	917.90
Worthington compressor expense	7.06
Auxiliary testing .....	2,165.05
Philbrick system expense .....	56.19

16,482.54

Total Operating Expenses .....	26,032.78
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Net Operating Income .....	\$ 55,340.69
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**Financial Expenses:**

Interest on bonded debt—4¼% .....	\$ 23,321.87
Interest on bonded debt—4½%.....	534.38

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 \$ 23,856.25

Abatements—Flat rate .....	\$ 435.46
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Abatements—Metered .....	192.03	
		627.49
Discounts—Flat rate .....	\$ 1,951.89	
Discounts—Metered .....	1,197.10	
		3,148.99
Total Financial Expenses.....	\$ 27,632.73	
<b>Less—Financial Income:</b>		
Miscellaneous earnings.....	\$ 71.33	
Interest income.....	158.96	
		\$ 230.29
Net Financial Expenses.....		27,402.44
Net Income (before depreciation)		\$ 27,938.25
<b>Depreciation:</b> .....		27,072.08
Net Income (after depreciation)		\$ 866.17

### EXHIBIT A—SCHEDULE 1—BERLIN WATER WORKS

#### List of Bonds Outstanding

City of Berlin, 4¼% Water Works Bonds \$700,000.00	
Issued on April 1, 1925, under the New Hampshire Acts of 1925.	
Registered as to principal only.	
Payable—	
\$10,000.00 Annually to April 1, 1930	
15,000.00 Annually to April 1, 1940	
20,000.00 Annually to April 1, 1950	
30,000.00 Annually to April 1, 1960	
Total Outstanding .....	\$545,000.00
City of Berlin 4½% Water Works Bonds \$25,000.00	
Issued on December 15, 1930 under the New Hampshire Acts of 1925	
Payable—	
\$2,000.00 on December 15, 1931 to 1935 inclusive	
3,000.00 on December 15, 1936 to 1940 inclusive	9,000.00
Total (See Exhibit A) .....	\$554,000.00

# City Planning Board

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February 25, 1938

To the Honorable Mayor and City Council:

The City Planning Board has during the past year continued its work of gathering facts pertaining to Berlin, this factual background being necessary in any comparison of Berlin with other industrial cities of like size.

With the improved filing facilities which are available in the new quarters kindly provided for the Board it is felt that the work can now be more effectively accomplished.

The first publication of the Board (and incidentally the first published report of any Planning Board in the State) consisting of sections on Climate and Population, has been distributed and has met with much favorable comment. Requests for copies of this report are still coming in from libraries and planning groups in various parts of the country. To date these copies have been supplied to groups outside the city at cost. Full credit for this report should go to the first chairman of the Board, Mr. W. B. Van Arsdel, whose ability and enthusiasm were so largely responsible for the establishment of planning in Berlin.

It is expected that in the near future a second report will be turned over to the printer.

Several matters have been referred to the Board by the City Council for an opinion. Except in one case which is still under consideration, reports have been submitted as requested.

As in its first year the Board has received the full cooperation of the State Development and Planning Commission and wishes to thank particularly the Planning Director, Mr. Fredrick P. Clark.

In conclusion, the Board wishes to thank the other city departments which, without exception, have been most patient and helpful in the work of collecting the information needed, and also the numerous citizens who have assisted on the advisory committees.

## CITY OF BERLIN, N. H.

Respectfully submitted,  
ARTHUR J. BERGERON, Mayor, Ex-officio,  
RICHARD RAMSEY, City Councilman,  
P. L. MURPHY, City Engineer,  
R. A. WEBBER, Chairman,  
GEORGE REID,  
HOWARD WOODWARD, Secretary,  
HERBERT G. SPEAR,  
R. J. BARBIN.

City Planning Board.



