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2005

# Town of Litchfield New Hampshire



## Annual Reports

for

2005

## EMERGENCY TELEPHONE NUMBERS

Ambulance .....	911
Fire .....	911
Police .....	911

## BUSINESS TELEPHONE NUMBERS

Animal Control .....	424-4047
Building Inspector .....	424-4592
Planning Board .....	424-2131
Police Chief .....	424-4047
Public Library .....	424-4044
Selectmen .....	424-4046
Town Clerk & Tax Collector .....	424-4045

## -OFFICE HOURS-

Selectmen's Office ..... Town Hall  
Monday-Friday 8:00 a.m. to 4:00 p.m.

Town Clerk & Tax Collector ..... Town Hall  
Mondays-10:00 a.m. to 6:00 p.m.  
Tuesdays-9:00 a.m. to 4:00 p.m.  
Wednesday, Thursday, Friday-8:00 a.m. to 3:00 p.m.

Building Department ..... Town Hall  
Weekdays-8:00 a.m. to 4:00 p.m.

Public Library  
Monday-Closed; Tuesday, Wednesday, Thursday-10:00 a.m. to 8:00 p.m.  
Friday-10:00 a.m. to 6:00 p.m.; Saturday-9:00 a.m. to 12:00 p.m.  
No Saturday hours during the months of July & August.  
Closed Holidays

Incinerator Facility Hours  
Sunday-9:00 a.m. to Noon - Brush & Landfill Items Only  
Wednesday-3:00 p.m. to 7:00 p.m.; Saturday-7:00 a.m. to 4:00 p.m.  
Thursday-7:00 a.m. to Noon; Friday-4:00 p.m. to 8:00 p.m.

## -PUBLIC MEETINGS-

Selectmen ..... Town Hall  
The 1st, 2nd, 3rd, & 4th Monday evenings at 6:00 p.m. during the months of  
September-May; and the 2nd and 4th Monday evenings during the months of  
June-August.

Planning Board ..... Town Hall  
1st Tuesday of the month at 7:00 p.m.  
3rd Tuesday of the month at 7:00 p.m.

Zoning Board of Adjustment ..... Town Hall  
2nd Wednesday of the month at 7:00 p.m.

Library Trustees ..... Library  
2nd Monday of the month at 7:00 p.m.

Conservation Commission ..... Town Hall  
1st Thursday of the month at 7:00 p.m.

# **Town of Litchfield New Hampshire**



## **Annual Reports**

Year ending December 31, 2005

also

## **Annual Report of the School District**

Year ending June 30, 2005

# **In Memoriam**

**HOWARD W. PARKER**

**April 19, 1919 – July 20, 2005**

**Board of Selectmen  
Zoning Board of Adjustment  
Budget Committee  
Deputy Fire Chief**

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<b>LITCHFIELD, NH TOWN OFFICERS</b>		
<b>Office:</b>	<b>Office Holder a/o 12/31/05:</b>	<b>Term Expires:</b>
<b>Moderator:</b>	John Regan	2006
<b>Assistant Moderator (Town &amp; School):</b>	Philip M. Reed	2006
<b>Selectmen:</b>	John E. Pinciario	2007
	M. Patricia Jewett	2008
	Raymond Peeples - <b>Vice Chairman</b>	2008
	Jack Scheiner	2006
	Cecil A. Williams - <b>Chairman</b>	2007
<b>Administrative Assistant:</b>	Cecile Durocher	
<b>Budget Committee:</b>	Brent Lemire - <b>Chairman</b>	2007
	John E. Caynon	2006
	Cecil A. Williams	Selectman Rep.
	Cindy Couture	School Rep.
	Brian McCue	2006
	Dennis Miller	2008
	Susan Rafferty	2007
	William Spencer - <b>Vice Chairman</b>	2008
<b>Cable Advisory Committee</b>	Richard Pentheny - <b>Chairman</b>	2006
	John Beaulieu	2007
	Scott Cavanagh	2007
	Timothy Kearns	2005
	Alternate Cynthia Couture	2006
	Alternate David Hunt	2005
	Alternate Robert J. Fay, Jr.	2008
<b>Cemetery Association Trustees</b>		
Hillcrest Cemetery	Rosalyn Calawa - <b>President</b>	2006
	Warren Adams - <b>Treasurer</b>	2006
	Edith Eldridge - <b>Secretary</b>	2006
	Elaine Young - <b>Vice President</b>	2006
Pinecrest Cemetery	Robert Leary - <b>President</b>	2005
	Karen Hodge	2008
	Robert Martineau	2006
	Richard Stoddard	2007
<b>Checklist Supervisors:</b>	Robert Redding - <b>Chairman</b>	2010
	Christine Lepine	2008
	Shirley Reed	2006
<b>Code Enforcement Officer:</b>	Roland E. Bergeron	tenure
Asst. Code Enforce. Officer:	Kevin Lynch	2006
<b>Conservation Commission:</b>	Thomas W. Levesque, Sr., - <b>Chairman</b>	2008

	Joan McKibben - <b>Vice Chairman</b>	2008
	Raymond C. Peeples, Jr.	Selectman Rep
	Roger St. Laurent, Jr.	2007
	Torene Tango-Lowy	Resigned
	Marjorie Z. Pitcher	Resigned
<b>Fire Chief:</b>	Thomas Schofield	2006
Forest Fire Warden	Thomas Schofield	2006
<b>Health Officer:</b>	Roderick Jones	8/13/06
Deputy Health Officer	Jacqueline Hoey, RN	8/13/06
<b>Library Trustees:</b>	Michelle Parzych - <b>Vice-Chairman</b>	2007
	Rita Blackadar	Resigned
	Amy Goldstein - <b>Treasurer</b>	2006
	Michaela Huston	2008
	Diane L. Jerry	2008
Alternate	Jeffrey Hidalgo	2007
	Mona Lepine - <b>Chairman</b>	2007
<b>Director of Library Services</b>	Vicki L. Varick	
<b>Planning Board:</b>	Jayson Brennen	2007
	John Blackadar	Resigned
	Gregg R. Jeffrey	Resigned
	Alison Douglas	2006
	Mary Ann Geist - <b>Clerk</b>	2008
	Steven Perry - <b>Chairman</b>	2008
	Charles E. Valenti - <b>Vice Chairman</b>	2007
	Leon Barry	2007
<b>Police Chief:</b>	Joseph O'Brien	16-Jul-05
<b>Recreation Commission:</b>	Horace W. Seymour III, - <b>Chairman</b>	2008
	Ralph Boehm	Resigned
	Andrew Prolman	2008
	Douglas Orlando	2007
	Scott Innes	Resigned
	Jason Kohm	2007
	Raymond Peeples	Selectman Rep
	Richard T. Rafferty, Jr.	2006
Alternate	John Ferlan	2008
Alternate	David Hansberry	2006
	Anthony Schaffer	2006
<b>Road Agent:</b>	Gerard J. DeCosta	2006
<b>So. NH Regional Plann. Comm.</b>	M. Patricia Jewett	
<b>Town Clerk/Tax Collector:</b>	Theresa L. Briand	2008
Deputy Town Clerk/Tax Col.:	Patricia A. Textor	2008
<b>Treasurer:</b>	Horace W. Seymour III	2008
Deputy Treasurer	William Gray	2008

<b>Trustees, Town Trust Funds:</b>	Janet Ferren	2006
	Sheryl Hartling	2007
	Horace Seymour III	2005
<b>Zoning Board of Adjustment:</b>	Gregory Lepine - Chairman	2008
	John Brunelle	2007
	Laura Gandia - Vice Chairman	2006
	John G. Regan - Clerk	2006
	Richard Riley, Jr.	2007
Alternate	John R. Devereaux	2007
Alternate	Albert Guilbeault	2006



# TOWN WARRANT TOWN OF LITCHFIELD

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

You are hereby notified that the first session of the annual meeting of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Saturday, February 4, 2006, at 7:00 o'clock in the evening for explanation, discussion and debate of each warrant article. Warrant Articles may be amended at this session per RSA 40:13, IV, except for Warrant Article 8, the wording of which is prescribed by law and cannot be amended per RSA 40:13(IV) (a).

You are hereby notified that the second session of the annual meeting of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Tuesday, March 14, 2006, at 7:00 o'clock in the fore noon for the choice of Town Officers elected by official ballot to vote on questions required by law to be inserted on the official ballot and to vote on all Warrant Articles from the first session on official ballot per RSA 40:13, VII. The polls for the election of Town Officers and other action required to be inserted on said ballot will open on said date at 7:00 o'clock in the fore noon and will not close earlier than 7:00 o'clock in the evening.

Article 1. To elect by ballot the following Town Officers: One Selectman – three-year term; one Town Moderator, two-year term; one Road Agent - one-year term; one Fire Chief - one-year term; one Trustee of Town Trust Funds - three-year term; one Library Trustee – three-year term; and two Budget Committee members - three-year terms.

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

AMEND Housing for Older Persons, as follows:

1026.04, Density Calculation (Maximum); to reduce the density bonus from fifty (50) percent to twenty-five (25) percent.

1026.05, Dwelling Units (Housing for Older Persons Exclusively); to limit enclosed porches to a maximum of 144 square feet; require two

means of egress from basements, walkout style preferred at Board's discretion with a minimum of a bulkhead door required; remove reference to triplex and quad units, which are no longer permitted.

1026.08, Housing for Older Persons (HOP); to add a reference to Housing for Older Persons Act (HOPA) of 1995.

1026.11, Open Space; to delete "and wetlands, when requested by the Conservation Commission...for a total of up to fifty (50) percent of the entire parcel."

1026.12, Parcel (Minimum Size); to increase the minimum parcel size from ten (10) acres to twenty (20) acres.

1027.00, Site Plan Approval; to clarify additional requirements are found in the Site Plan regulations.

1027.00 d 2, Shared (common) Driveways; to provide an example of dwelling unit configurations on a common driveway; to reduce the maximum grade from nine (9) percent to eight(8) percent; to provide a minimum carrying capacity of 55,000 pounds; to clarify bonding and inspection requirements.

1027.00 f, Inspections; to add section to reference inspection procedures and requirements in the Appendices and Site Plan regulations.

*This amendment has Planning Board approval.*

*Yes*

*No*

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

AMEND Growth Management - Section 2106.00, Sunset; to extend the sunset date from 2006 to 2008 by amending the following text. "This Ordinance expires May 1, 2008 unless re-adopted prior to that date"

*This amendment has Planning Board approval.*

*Yes*

*No*

Article 4. Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$ 4,247,838.00. Should this article be defeated, the default budget shall be \$ 3,832,474.00 which is the same as last year, with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13,X and XVI, to take up the issue of a revised operating budget only. Recommended by the Selectmen and recommended by the Budget Committee.

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

Article 5. To see if the town will vote to raise and appropriate the sum of \$306,000.00 to engineer and construct a road drainage system on Corning Road. This will be a non-lapsing account per RSA 32:7 (VI) and will not lapse until the work is completed or December 31, 2010 whichever shall occur first. Recommended by the Selectmen and recommended by the Budget Committee.

Article 6. To see if the Town will vote to raise and appropriate the sum of \$62,326.00 for the rebuilding of the Florence C. Center Young Reader’s Room at the Aaron Cutler Memorial Library. \$6,500.00 of this amount will come from Town Library Trust Funds with the balance of \$55,826.00 to be raised by taxation. This is a non-lapsing article per RSA 32.7 (VI) and will not lapse until the project is completed or December 31, 2008 whichever shall occur first. Recommended by the Selectmen and recommended by the Budget Committee.

Article 7. To see if the Town will vote to hire a full-time staffer for the selectmen’s office effective May 1, 2006 at an annual salary and related costs of \$53,043.00 and to further vote to raise and appropriate the sum of \$36,704.00 for wages and benefits for the period of May 1, 2006 to December 31, 2006. Recommended by the Selectmen and recommended by the Budget Committee.

Article 8. Are you in favor of increasing the term of the Town Highway Agent from one (1) year to two (2) years, beginning with the term of each Town Highway Agent who shall be elected at next year’s regular town meeting?

Article 9. Are you in favor of increasing the term of the Town Fire Chief from one (1) year to two (2) years, beginning with the term of each Fire Chief who shall be elected at next year's regular town meeting?

Article 10. To see if the Town will vote to change the purposes of the Cablevision Equipment Capital Reserve Fund, the purpose of which is currently for purchasing new and replacement equipment for the development of local television programming, to include payment for services relative to Public Educational and Governmental programming, maintaining future cable franchise agreements, and any obligations for which the town as a franchising authority is contractually committed, and to appoint the Selectmen as agents to expend or act on anything relative thereto. (2/3 vote required)

Given under our hands and seal, this 23rd day of January, in the year of our Lord two thousand and six.

Litchfield Board of Selectmen

Cecil A. Williams, Chairman

Raymond C. Peeples, Jr.

M. Patricia Jewett

John E. Pinciaro

Jack F. Scheiner

A true copy of Warrant—Attest:

Litchfield Board of Selectmen

Cecil A. Williams, Chairman

Raymond C. Peeples, Jr.

M. Patricia Jewett

John E. Pinciaro

Jack F. Scheiner

**Deliberative Session  
Town of Litchfield  
February 4, 2006**

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

Present were: Selectman Cecil Williams, chairman (also Budget Committee rep.); M. Patricia Jewett, Raymond Peeples, John Pinciario and Jack Scheiner; Administrative Assistant Cecile Durocher; Budget Committee members Brent Lemire, chairman; Susan Rafferty, John Caynon, William Spencer, Dennis Miller, Cindy Couture, and Brian McCue; Town Counsel David Lefevre, and approximately forty (40) Litchfield voters and guests.

Ballot Clerks on duty were Joan Mckibben, Bertha Miecowski, Patricia Regan and Corlyn Yusuf.

Following a series of announcements the moderator led the assembly in the Pledge of Allegiance to the American Flag. He then announced that there would be an "open mike" period partway through the session to allow voters to bring up issues of interest unrelated to official business of the meeting.

First order of business was a voice vote that would authorize non-voters to speak.

Moderator John Regan asked for a motion to nominate "three guys" to carry ballot boxes in the event a paper ballot vote is required. Tom Leveque made a motion to that effect, and it was amply seconded from the floor. No vote actually taken.

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basements, walkout style preferred at Board's discretion with a minimum of a bulkhead door required, remove reference to triplex and quad units, which are no longer permitted.

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1027.00 f, Inspections; to add section to reference inspection procedures and requirements in the Appendices and Site Plan regulations.

Steven Perry of the Planning Board spoke on the article: The Density Calculation is just to reduce the density inside the developments. Closed porches - there is no regulations at this time and we want to make clear what is allowed in case of emergencies. Steven went on to explain the ten- (10) acres is just not adequate. Common Driveway - Modified to make better 55,000 pounds stable for fire department regulations for inspections.

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

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

AMEND Growth Management - Section 2106.00, Sunset; to extend the sunset date from 2006 to 2008 by amending the following text. "This Ordinance expires May 1, 2008 unless re-adopted prior to that date"

Steven Perry explained that there is no approved school yet and the town is already well over capacity. This is mandatory until we get some control over the town.

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

Article 4. Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purpose set forth therein, totaling \$4,247,838.00. Should this article be defeated, the default budget shall be \$3,832,474.00 which is the same as last year, with the certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Recommended by the Selectmen and recommended by the Budget Committee. NOTE: This warrant article (operating budget) does not include appropriation in any other warrant article.

Cecil Williams's chairman for the Board of Selectmen and Budget Committee rep. Spoke on this article. The Town and Budget committees worked closely together to cover all the towns needs and keep the tax rate down. There are some increases in the Highway Department. We have some problems with infrastructure. For the past two- (2) years we have budgeted for Albuquerque but this did not get done due to money being needed for more serious issues. There were also wage increases.

Bill Spencer wanted to make note that the operating budget would only increase the tax rate by 76 cents and the default budget the tax rate for this article would be 27 cents. Bill went on to ask that each of the department heads speak to how this default budget would effect their department.

Chief Joseph O'Brien – If we go to a default budget the police department will lose the new cruiser and we would have to purchase three (3) the following year. We would have to put all additional training to the wayside.

Cecil Williams added that if anyone had questions regarding the budget for each department that this is the time to ask, these are the people that put together this budget.

Next Chief Tom Schofield – Fire Department with the default budget we will find a way to get by. Most increases incline with the growth of the town. We have had a 50% increase in the past five- (5) years. Emergency Planning currently is at \$100 a year. I have put in an increase of \$5,000 this will be used to write comprehensive emergency plans. The Emergency Generator we currently have is a Honda 500, which only covers 1/16 of the fire station. A larger generator is needed the cost of a new generator is \$15,000.

Bill Spencer – Chief Schofield please elaborate on the fire engine.

Chief Tom Schofield – We need to do a \$35,000 system upgrade that will include a new foam system. This upgrade will buy us ten (10) more years with the old tanker. Chief Lemire had stated that this system would last 10 – 15 years. We are currently

on our 16th year. If the budget is not passed and we do not those upgrades will not be made and the truck will probably deteriorate enough in the next year to make those upgrades impossible. "If this happens we will have to buy a new taker truck at a cost of \$350,000."

Gerry DeCosta; Road Agent – The greatest increase is money to repair our roads. Gerry reminded voters that Litchfield spent \$30,000 to have a consultant develop a 10-year maintenance plan for the roads. Although it has been a number of years since the plan was completed, "we have yet been able to complete the first years work." We patch the roads by condition and location. There is not enough money to do everything. Last year culvert money went to road repair \$23,000 which is the equivalent of three (3) driveways.

Bill Spencer stated that 50% of maintenance costs would come from the Highway Block Grant. "It is important that people know that it won't just be tax dollars funding these needed repairs."

Dick Pentheny; Cable Committee Chairman – We are running three (3) channels seven (7) days a week, twenty-four (24) hours a day. We did receive a grant from Adelphia for more equipment which we are using this evening. We need a part-time consultant to work on Litchfield's cable channels. "People want some training on how to use the equipment so that they can produce programs, but we don't have anyone to do that. In addition there's a need to have someone handle some of the technical chores required to keep programming running. We are looking for contract services in the amount of \$15,000.

Steven Perry – Planning Board – The major increase of \$18,298.00 this is for a joint agreement with Pennichuck. \$12,000 is to buy the files from Pennichuck; this is a one time only deal. The remaining amount would be to purchase a computer and a projector that will help the fire department locate new storm drains and fire hydrants. This is a great mapping system and we would hate to lose it.

Bill Spencer – please understand the difference in the taxes between the current year's budget and the default budget.

Brent Lemire – Budget Committee Chairmen – The budget process had been conducted "with dignity" and in "a professional manner; and that's the way that it should be done. The town has some definite needs and we need to recognize those and support what is best for taxpayers and that is what we have done." Property taxes are all we have to build infrastructures.

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



Article 5. To see if the town will vote to raise and appropriate the sum of \$306,000.00 to engineer and construct a road drainage system on Corning Road. This will be a non-lapsing account per RSA 32:7 (VI) and will not lapse until the work is completed or December 31, 2010 whichever shall occur first. Recommended by the Selectmen and recommended by the Budget Committee.

Gerry DeCosta – Road Agent will speak to the article. Corning Road maintenance drainage has failed. Last year this article was on the ballot for \$208,000 and this year it is on the ballot at \$306,000. If this does not pass this year it will cost the town an additional \$150,000 due to the fact that Litchfield plans to do this along with the Derry Road project. “Derry will dig up this road. We’ll do our work, but we won’t pay for the costs of digging and re-paving the road. This is a very good deal for the taxpayers.” This is a 20% increase from last year. If we don’t do this we will have flooding and well contamination and the town could be held liable for this work. Please consider this project.

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

Article 6. To see if the Town will vote to raise and appropriate the sum of \$62,326.00 for the rebuilding of the Florence C. Center Young Reader’s Room at Aaron Cutler Memorial Library. \$55,826.00 to be raised by taxation. This is a non-lapsing article per RSA 32.7 (VI) and will not lapse until the project is completed or December 31, 2008 whichever shall occur first. Recommended by the Selectmen and recommended by the Budget Committee.

Mrs. Parzych, Library Trustee will speak to the article. In August of 2006 the children’s reading room will have been closed for three (3) years. The Library has received insurance money, however it is not enough to solve the problem. The floor was built as a raised floor that allows for moisture under it and causes a mold problem. Because of the lead in the floor, trustees want to pour a new concrete floor to permanently take care of the lead problem. The staff has been very creative for the past three years and we are very thankful for that. Mrs. Parzych went on to explain that it is our children that our suffering.

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

At this time Moderator John Regan called a break in the proceedings for comments and/or announcements that were not an official part of the meeting.

Chief Tom Schofield to speak – “Thank you Mr. Moderator.” Captain Doug Nicoll was asked to come forward. Doug Nicoll has been a full-time firefighter for the Town of Litchfield for about 16 years he is at the station from 8:30 – 4:30 Monday through Friday. Doug is the “go-to-guy” of the fire department. I would like to say

special thanks and give him this token of my appreciation. "Take your wife out to dinner." He offered a round of applause for the audience.

Fire Chief Tom Schofield went on to say that in every business there is a tool of the trade and in ours it is a leather helmet at this time I would like to presented Bill McInerney with this new leather helmet. Department members voted Bill McInerney Firefighter of the Year. Bill was offered a round of applause from the audience. Chief Schofield mentioned that they would be having an association meeting on February 5, 2006 to set a date for the annual Ham and Bean supper.

John Caynon – " I understand that there were some negotiations with Fred Fuller Oil for reductions in oil for both the school and the town. What is the status of that?"

Cindy Couture – The school has not yet received anything in writing.

Cecil Williams – Chairman for the Board of Selectmen – I would like to thank all Boards for their volunteer work. We have 125 volunteers, planning board, zoning board, conservation committee, recreation committee, budget committee, checklist supervisors, town moderator, library committee, historical society, cemetery committee, and the 40 volunteer firefighters. This town needs to give these people a round of applause. Thank you.

Article 7. To see if the Town will vote to hire a full-time staffer for the selectmen's office effective May 1, 2006 at an annual salary and related costs of \$53,043.00 and to further vote to raise and appropriate the sum of \$36,704.00 for wages and benefits for the period of May 1, 2006 to December 31,2006. Recommended by the Selectmen and recommended by the Budget Committee.

Cecil Williams said that there are three people working in that office and has been for the past ten (10) years. This town has grown. Three people with four- (4) week's vacation that would leave three months out of the year with no full staff. Cecile is responsible for all paperwork and letter for the Board of Selectmen. She keeps track of all boards. Cecile works 240 hours of overtime with no extra pay. The other two people in that office work very hard. We need another full time person in that office to help out. This would be 8 cents on the tax rate.

M. Pat Jewett – Cecile Durocher is always there sixty (60) hours a week. No one should have to put in that much time. Cecile is giving double what we are paying her. Again this is 8 cents on the tax rate.

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

Article 8. Are you in favor of increasing the term of the Town Highway Agent from one (1) year to two (2) years, beginning with the term of each Town Highway agent who shall be elected at next year's regular town meeting?

Cecil Williams - There is a learning curve for this position. The Road Agent needs to know the roads; he needs to know what is happening. We need some stability in the road agents office. Please support changing the Road Agents term from a one- (1) year term to a two- (2) year term.

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

Article 9. Are you in favor of increasing the term of the Town Fire Chief from one (1) year to two (2) years, beginning with the term of each Fire Chief who shall be elected at next year's regular town meeting?

Cecil Williams – Tom Schofield has been a Litchfield firefighter for a long time. He has added new things to the department. Again there is a learning curve with this position. This is another area that we need stability.

Paul Allard – I would like to make an amendment to this article.

Amend Article 9 - Are you in favor of increasing the term of the Fire Chief from one (1) year to three (3) years, beginning with the term of each Fire Chief who shall be elected at next year's regular town meeting?

Bill Spencer – Why did you amend?

Paul Allard – It takes a while for one guy to get to know 40 guys and get them all on the same page.

There were no further questions, on a voice vote, the amendment was passed and the Article will appear on the ballot as **AMENDED**.

Article 10. To see if the Town will vote to change the purposes of the Cablevision Equipment Capital Reserve Fund, the purpose of which is currently for purchasing new and replacement equipment for the development of local television programming, to include payment for services relative to Public Education and Governmental programming, maintaining future cable franchise agreements, and any obligations for which the town as a franchising authority is contractually committed, and to appoint the Selectmen as agents to expend or act on anything relative thereto. (2/3 vote required)

Dick Pentheny – I would like to expand the wordage in the Article 10 to see if the town will vote to change the purpose of the Cablevision Equipment Capital Reserve Fund which was approved by the voters in 1999, to read as follows..

Article 10 Amended. “A Cablevision Equipment Capital Reserve Fund for the purpose of purchasing new and replacement equipment, equipment repair, and for the development of local television programming as well as the broadcasting or re-

broadcasting of public meetings, school programs and Town-related programs, **and for the payment of services related to Educational and Governmental programming, and for maintaining future cable franchising agreements, and for any obligations for which the town as a franchising authority is contractually committed....**" (2/3 vote required)

There were no further questions, on a voice vote, the amendment was passed and the Article will appear on the ballot as **AMENDED**.

With no further questions or business to discuss at 8:17 p.m. John Regan moved to adjourn. Tom Levesque second. The motion carried by voice vote.

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

Theresa L. Briand  
Town Clerk

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

PURPOSE OF APPROPRIATIONS (RSA 32:3, V)	Warr. Art. #	Appropriations Prior Year As Approved By DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing Fiscal Year		Budget Committee's Appropriations Ensuing Fiscal Year	
				Recommended	Not Recommended	Recommended	Not Recommended
<b>GENERAL GOVERNMENT</b>							
Executive		\$ 100,725	\$ 96,667	\$ 107,671	\$	\$ 107,185	\$ 486
Election, Reg. & Vital Statistics		77,369	73,172	83,744		83,744	
Financial Administration		233,518	226,774	236,797		236,797	
Revaluation of Property	12	147,000	147,000	74,375		74,375	
Legal Expense		53,400	79,101	60,700		60,700	
Personnel Administration		188,990	183,289	215,400		215,400	
Planning and Zoning		47,184	46,156	71,747		71,747	
General Government Buildings		47,452	48,432	54,522		52,522	2,000
Cemeteries		1,000	828	1,000		1,000	
Insurance		40,000	41,587	45,800		45,800	
Other General Government		30,000	2,800	100,000		30,000	70,000
<b>PUBLIC SAFETY</b>							
Police	13	943,686	909,259	1,031,541		1,017,413	14,128
Ambulance		35,000	29,358	35,000		35,000	
Fire		403,450	415,820	492,665		491,680	985
Building Inspection		80,835	80,363	86,237		86,237	
Emergency Management		14,518	11,517	25,000		25,000	
<b>HIGHWAYS AND STREETS</b>							
Administration		23,927	24,645	24,301		24,301	
Highways & Streets		561,197	539,455	964,755		925,755	39,000
Street Lighting		13,200	12,474	13,200		13,200	

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

PURPOSE OF APPROPRIATIONS (RSA 32:3, V)	Warr. Art. #	Appropriations	Actual	Selectmen's Appropriations		Budget Committee's	
		Prior Year As Approved By DRA	Expenditures Prior Year	Enacting Fiscal Year	Not Recommended	Enacting Fiscal Year	Not Recommended
<b>SANITATION</b>							
Administration		65,180	66,119	67,955		67,955	
Solid Waste Disposal		297,142	273,444	304,642		294,142	10,500
<b>HEALTH/WELFARE</b>							
Administration		2,022	2,158	1,952		1,952	
Pest Control		15,659	15,807	16,049		16,049	
Health Agencies & Hosp. & Other		9,450	9,450	12,225		12,225	
Vendor Payments & Other		30,400	19,497	35,500		30,000	5,500
<b>CULTURE AND RECREATION</b>							
Parks and Recreation		63,663	58,356	56,398		56,398	
Library		134,040	134,040	146,526		146,526	
Patriotic Purposes		750	459	750		750	
Other Culture & Recreation		5,153	5,004	21,527		21,527	
<b>CONSERVATION</b>							
Admin. & Purchases of Natural Resources		1,957	2,041	2,457		2,457	
<b>DEBT SERVICE</b>							
Interest on Tax Anticipation Notes		1		1		1	
<b>SUBTOTAL 1</b>		<u>\$3,667,868</u>	<u>\$3,555,072</u>	<u>\$4,390,437</u>	<u>\$</u>	<u>\$4,247,838</u>	<u>\$ 142,599</u>

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

PURPOSE OF APPROPRIATION (RSA 32:3, V)	Warr. Art. #	Appropriations		Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing Fiscal Year		Budget Committee's Appropriation	
		Prior Year As Approved By DRA	As		Recommended	Not Recommended	Recommended	Not Recommended
Albuquerque Avenue	8	\$ 502,392		\$ 501,889				
Library Drainage System	11	62,532		62,532				
Corning Road	5				306,000			306,000
Library Reading Room	6				62,326			62,326
<b>SUBTOTAL 2 RECOMMENDED</b>					<u>\$ 368,326</u>			<u>\$ 368,326</u>

**\*\*INDIVIDUAL WARRANT ARTICLES\*\***

PURPOSE OF APPROPRIATION (RSA 32:3, V)	Warr. Art. #	Appropriations		Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing Fiscal Year		Budget Committee's Appropriation	
		Prior Year As Approved By DRA	As		Recommended	Not Recommended	Recommended	Not Recommended
Full-Time Staffer	7				\$ 36,704			\$ 36,704
<b>SUBTOTAL 3 RECOMMENDED</b>					<u>\$ 36,704</u>			<u>\$ 36,704</u>

<b>SOURCE OF REVENUE</b>	<b>Warr. Art. #</b>	<b>Estimated Revenues Prior Year</b>	<b>Actual Revenues Prior Year</b>	<b>Estimated Revenues Ensuuing Year</b>
<b>TAXES</b>				
Timber Taxes		\$ 2,000	\$ 2,626	\$ 2,000
Payment in Lieu of Taxes		42,008	44,504	45,000
Interest & Penalties on Delinquent Taxes		40,100	88,202	75,000
Excavation Tax (\$.02 cents per cu yd)		2,300	2,314	2,300
<b>LICENSES, PERMITS AND FEES</b>				
Business Licenses and Permits		75,440	84,643	82,000
Motor Vehicle Permit Fees		1,276,425	1,286,077	1,260,000
Building Permits		92,450	121,323	115,000
Other Licenses, Permits & Fees		36,110	39,365	37,000
<b>FROM STATE</b>				
Shared Revenues		38,538	64,378	60,000
Meals & Rooms Tax Distribution		288,174	288,174	275,000
Highway Block Grant		166,944	166,944	163,146
State & Federal Forest Land Reimbursement		347	347	347
Other (Including Railroad Tax)		300	347	300
<b>CHARGES FOR SERVICES</b>				
Income from Departments		38,173	49,134	43,000



<b>SOURCE OF REVENUE</b>	<b>Warr. Art. #</b>	<b>Estimated Revenues Prior Year</b>	<b>Actual Revenues Prior Year</b>	<b>Estimated Revenues Ensuing Year</b>
<b>MISCELLANEOUS REVENUES</b>				
Sale of Municipal Property		71,200	503	80,000
Interest on Investments		510,548	85,143	192,000
Other			510,796	
<b>TOTAL ESTIMATED REVENUES &amp; CREDITS</b>		<u>\$2,681,057</u>	<u>\$2,834,820</u>	<u>\$2,432,093</u>

**\*\*BUDGET SUMMARY\*\***

	<b>Prior Year Adopted Budget</b>	<b>Selectmen's Recommended Budget</b>	<b>Budget Committee's Recommended Budget</b>
SUBTOTAL 1 Appropriations Recommended	\$3,667,868	\$4,390,437	\$4,247,838
SUBTOTAL 2 Special Warrant Articles Recommended	564,924	368,326	368,326
SUBTOTAL 3 "Individual" Warrant Articles Recommended		36,704	36,704
TOTAL Appropriations Recommended	<u>\$4,232,792</u>	<u>\$4,795,467</u>	<u>\$4,652,868</u>
Less: Amount of Estimated Revenues & Credits	<u>2,681,057</u>	<u>2,432,093</u>	<u>2,432,093</u>
Estimated Amount of Taxes to be Raised	<u>\$1,551,735</u>	<u>\$2,363,374</u>	<u>\$2,220,775</u>

Maximum Allowable Increase to Budget Committee's Recommended Budget per RSA 32:18 424,784

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

**LOCAL GOVERNMENT UNIT: LITCHFIELD  
FISCAL YEAR END DECEMBER 31, 2006**

	<b>Recommended Amount</b>
1. Total RECOMMENDED by Budget Committee	\$4,247,838
LESS EXCLUSIONS:	
2. Principal: Long-Term Bonds & Notes	0
3. Interest: Long-Term Bonds & Notes	0
4. Capital Outlays Funded From Long-Term Bonds & Notes per RSA 33:8 & 33:7-b	0
5. Mandatory Assessments	0
6. TOTAL EXCLUSIONS (Sum of rows 2-5)	< 0 >
7. Amount recommended less recommended exclusion amounts (Line 1 less Line 6)	4,247,838
8. Line 7 times 10%	424,784
9. Maximum allowable appropriation prior to vote (Line 1 + 8)	4,672,622

Line 8 is the maximum allowable increase to budget committee's recommended budget.

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

PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Prior Year Adopted Operating Budget	Reductions & Increases	Minus 1-Time Appropriations	DEFAULT BUDGET
<b>GENERAL GOVERNMENT</b>				
Executive	\$ 100,725	\$ 5,100	\$	\$ 105,825
Election, Reg, & Vital Statistics	77,369	5,495		82,864
Financial Administration	233,518	9,232	6,500	236,250
Revaluation of Property	147,000		72,625	74,375
Legal Expense	53,400	3,300		56,700
Personnel Administration	188,990	26,410		215,400
Planning and Zoning	47,184	4,520		51,704
General Government Buildings	47,452	3,395		50,847
Cemeteries	1,000			1,000
Insurance	40,000	5,800		45,800
Other General Government	30,000			30,000
<b>PUBLIC SAFETY</b>				
Police	943,686	34,232		977,918
Ambulance	35,000			35,000
Fire	403,450	32,204		435,654
Building Inspection	80,835	2,051		82,886
Emergency Management	14,518	(9,118)		5,400
<b>HIGHWAYS AND STREETS</b>				
Administration	23,927	(376)		23,551
Highways & Streets	561,197	108,988		670,185
Street Lighting	13,200			13,200
<b>SANITATION</b>				
Administration	65,180	2,775		67,955
Solid Waste Disposal	297,142	7,500		304,642

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

PURPOSE OF APPROPRIATIONS (RSA 32:3, V)	Prior Year Adopted Operating Budget	Reductions & Increases	Minus 1-Time Appropriations	DEFAULT BUDGET
<b>HEALTH</b>				
Administration	2,022	40		2,062
Pest Control	15,659	365		16,024
Health Agencies & Hosp. & Other	9,450			9,450
<b>WELFARE</b>				
Vendor Payments & Other	30,400			30,400
<b>CULTURE AND RECREATION</b>				
Parks and Recreation	63,663	(2,296)		61,367
Library	134,040	4,822	1,408	137,454
Patriotic Purposes	750			750
Other Culture & Recreation	5,153	600		5,753
<b>CONSERVATION</b>				
Admin. & Purchases of Natural Resources	1,957	100		2,057
<b>DEBT SERVICE</b>				
Interest on Tax Anticipation Notes	1			1
<b>TOTAL</b>	<u>\$3,667,868</u>	<u>\$ 245,139</u>	<u>\$ 80,533</u>	<u>\$3,832,474</u>

### **Explanation for Increases**

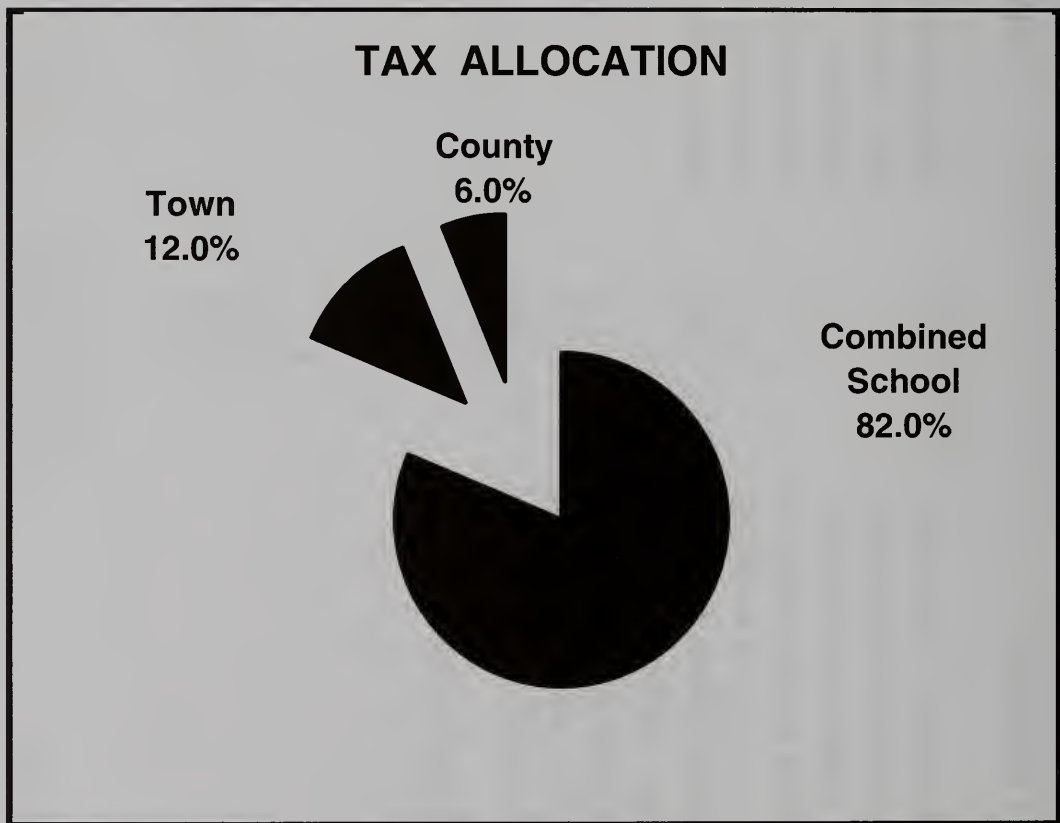
The listed account increases are due to the following: 3% COLA and step increases, implementation of police bargaining unit contract; increases in contracted services such as legal services, insurance coverages, auditing, town report, equipment maintenance, highway hire, and police dispatching; increases in heating oil, gas, diesel fuel and propane gas; and mandated employee benefit requirements such as employer contributions to FICA, Medicare and retirement.

### **Explanation for Reductions**

The listed reductions are due in part to one time appropriations for town-wide revaluation which has a lower contracted cost for Phase II of the project and new equipment purchases; and a reduction in required emergency management wages.

## 2005 TAX RATE

<b>School</b>	<b>18.33</b>
<b>Town</b>	<b>3.43</b>
<b>County</b>	<b><u>1.70</u></b>
	<b>23.46</b>
<b>State School Effort</b>	<b><u>4.10</u></b>
<b>Combined Tax Rate</b>	<b>27.56</b>



Property assessed at \$200,000 has a resulting tax bill of \$5,512.00 which represents payment for each of the governmental units:

School	4,486.00
Town	686.00
County	<u>340.00</u>
	<b>5,512.00</b>

2004 Population Estimate - State Planning Office

7,991

2005 SUMMARY INVENTORY

Residential And Commercial Valuations:

Residential Land	\$	134,131,647	
Commercial Land		16,852,765	
Current Land Use Values		293,173	\$ 151,277,585
Residential Buildings	\$	285,054,560	
Manufactured Housing		4,583,800	
Commercial Buildings		11,120,700	\$ 300,759,060
Gross Taxable Valuation			\$ 452,036,645
Less:			
Blind Exemptions	\$	30,000	
Elderly Exemptions		1,699,500	
Physically Handicapped Exemptions		73,800	\$ 1,803,300
Net Taxable Valuation			\$ 450,233,345
Gross Property Taxes at Total Rate (25.76)			\$ 12,408,432
Less War Service Exemptions			(80,800)
Net Property Taxes			\$ 12,327,632
Utility Valuations:			
Public Water Utility	\$	2,827,300	
Gas Utility		12,600	
Electric Utility		8,397,200	
Total Valuations			\$ 11,237,100
Utility Tax Commitment at Modified Rate (23.46)			263,622
Total Property Tax Commitments			\$ 12,591,254
Total Tax Exempt & Non-Taxable Property			\$ 31,407,114

**Town of Litchfield, NH**  
 Tax Collector's Report  
 Year Ending December 31, 2005

**Debits**

	2005	2004	2003 Levy
	<b>Uncollected, Beginning of Year</b>		
#3110 Property	\$0.00	\$279,194.08	\$0.00
#3189 Utility	\$0.00	\$0.00	\$0.00
#3120 Land Use Change	\$0.00	\$26,000.00	\$0.00
#3185 Yield	\$0.00	\$625.48	\$0.00
#3187 Excavation Activity	\$0.00	\$0.00	\$0.00
In Lieu of Taxes	\$0.00	\$0.00	\$0.00
	<b>\$0.00</b>	<b>\$305,819.56</b>	<b>\$0.00</b>
	<b>Total Uncollected, Beg. of Year</b>		
	<b>Committed During 2005</b>		
	<b>Property:</b>		
#3110 Authority 1 May, 2004 (prop.) *	\$5,509,890.00	\$0.00	\$0.00
#3110 Authority 1 Oct.	\$6,817,779.00	\$0.00	\$0.00
#3110 Authority 3 May (utilities)	\$113,159.00	\$0.00	\$0.00
#3110 Authority 3 Oct.	\$150,463.00	\$0.00	\$0.00
#3110 Added Tax, 2nd Issue	\$0.00	\$0.00	\$0.00
#3110 Recommited Tax, 2nd Issue	\$0.00	\$0.00	\$0.00
Payments in Lieu of Taxes	\$44,096.00	\$0.00	\$0.00
#3120 Land Use Change Taxes	\$912,900.00	\$0.00	\$0.00
#3185 Yield	\$2,519.49	\$0.00	\$0.00
#3187 Excavation	\$2,314.22	\$0.00	\$0.00
	<b>\$13,553,120.71</b>	<b>\$0.00</b>	<b>\$0.00</b>
	<b>Total Warrants:</b>		



	<b>Miscellaneous Receipts:</b>				
	<b>Interest:</b>				
#3190	property	\$1,341,543.00	\$17,130.84		\$0.00
#3190	yield tax	\$28.65	\$0.00		\$0.00
#3190	current use	\$10,230.91	\$0.00		\$0.00
#3110	Overpmts collected, refunded in 2005	\$26,455.23	\$0.00		\$0.00
#3110	Ovrpmt collected, not yet refunded	\$0.00	\$0.00		\$0.00
#3110	2006 prepayments	\$81.52	\$0.00		\$0.00
#3110	Ovrpmts under \$5.00 (not refunded)	\$2.50	\$0.00		\$0.00
	Returned Check Costs	\$80.00	\$0.00		\$0.00
	Duplicate Tax Bills	\$461.00	\$0.00		\$0.00
	2005 Pre-Lien Costs, Levy of '04	\$952.00	\$0.00		\$0.00
	Non-cash, 4/09/05 Tax Lien Int. & Costs	\$0.00	\$8,851.03		\$0.00
	Photocopies	\$3.50	\$0.00		
	<b>Total Miscellaneous:</b>	<b>\$1,379,838.31</b>	<b>\$25,981.87</b>		<b>\$0.00</b>
	collected in 2004, refunded '05		\$2,549.53		
	<b>TOTAL DEBITS:</b>	<b>\$11,034,747.30</b>	<b>\$299,875.08</b>		<b>\$0.00</b>





# Town Clerk's Report

## January 1, 2005 through December 31, 2005

Candidate Filing Fees:	\$30.00
Disposal Fees:	\$3,312.00
Dogs: Licenses:	
1,333 Regular	\$8,991.50
8 Group	\$160.00
50 Senior	\$100.00
2 Guide Dogs @ NC	\$0.00
Dredge & Fill Permits:	\$10.00
Hawkers' & Peddlers' Permits:	\$300.00
Incorporation Filings:	\$0.00
Motor Vehicles:	
Registrations:	
9,326 Regular	\$1,261,825.58
2 Vete @ NC	\$0.00
49 Municipal @ NC	\$0.00
Duplicates	\$74.00
Municipal Agent Fees	\$20,875.00
Titles:	\$3,560.00
Boats:	\$25,769.79
Overpayments:	\$20.00
Photocopies:	\$0.00
Pole Permits:	\$40.00
Postage:	\$7,004.82
Resident Decals:	\$25.00
Returned-Check Fees:	\$740.44
UCC's Regular Filings	\$1,200.00
IRS Direct Deposit	\$0.00
Releases	\$0.00
Searches	\$0.00
Vital Records:	
Marriage Licenses	\$1,350.00
Certified Copies	\$994.00
Voter Checklist:	\$0.00
Voter Registration Card:	\$0.00
Zoning /Subdivision Manuals:	\$50.00
	<b>\$1,337,812.63</b>

A true record of financial records for the year 2005, attest:

Theresa L. Briand  
Town Clerk  
January 11, 2006

# Town of Litchfield, New Hampshire 2005 Summary of Cash Statement

Cash and Investment Balance, December 31, 2004 \$4,321,975.99

Deposits:

Town Clerk	\$1,337,837.63	
Tax Collector	\$13,272,772.60	
Selectmen's Office	\$784,456.50	
Building Department	\$121,358.00	
Interest on Investments	\$93,346.74	
Transfers from Escrows	\$74,144.78	
Transfers from Recreation Commission	\$25,962.25	
Transfers from DARE Fund	\$4,358.90	
Transfers from Fire Camera Equipment Fund	\$228.94	
Transfers from Impact Fees	\$233,397.57	
Transfers from Conservation	\$9,999.00	
Transfers from Police Detail	\$43,062.65	
Transfers from Cablevision Fund	\$5,765.22	
Transfers from Sawmill Brook Recreation Fund	\$6,500.00	
Transfers from Crowell Offsite Improvement Fund	\$1,310.00	
NFS Checks - Net	\$0.00	
Other	\$488.75	
Total Receipts	\$16,014,989.53	\$16,014,989.53

Less Selectmen's Orders Paid (\$15,533,407.43)

Cash and Investment Balance, December 31, 2005 \$4,803,558.09

TD BankNorth Checking Account	\$142,608.49	
TD BankNorth Overnight Repurchase	\$939,209.14	
TD BankNorth Certificate of Deposit	\$4,565,807.83	
Citizens Municipal Repurchase	\$118,490.88	
Outstanding Checks	(\$962,558.25)	
Deposits in Transit	\$0.00	

Cash and Investment Balance, December 31, 2005 \$4,803,558.09

Horace W. Seymour III  
Treasurer  
Town of Litchfield

**Town of Litchfield, New Hampshire  
Other Town Funds  
2005 Statement of Activity**

	Beginning Balance	Deposits & Interest	Withdrawn	Ending Balance
Cable Equipment Fund	\$34,143.26	\$987.83	(\$5,765.22)	\$29,365.87
Civil Defense/Fire Pond Dredge/Ind. Dev.	\$16,135.44	\$502.52	\$0.00	\$16,637.96
Crowell Estates - OffSite Improvements	\$11,049.24	\$316.35	(\$1,310.00)	\$10,055.59
Fire Camera Equipment Fund	\$5,163.53	\$12.73	(\$228.94)	\$4,947.32
Mockingbird Fund	\$2,417.84	\$6.05	\$0.00	\$2,423.89
Parker Park Footbridge Fund	\$14,093.35	\$438.94	\$0.00	\$14,532.29
Recreation Commission Revolving Fund	\$13,948.37	\$19,938.66	(\$25,962.25)	\$7,924.78
Sawmill Brook Recreation Fund	\$23,327.07	\$635.91	(\$6,500.00)	\$17,462.98
D.A.R.E. Program	\$11,884.75	\$322.75	(\$4,359.90)	\$7,847.60
Police Special Detail Fund	\$402.63	\$43,406.17	(\$43,062.59)	\$746.21
Environmental Fund	\$905.00	\$28.18	\$0.00	\$933.18
Town Office Complex - Furniture	\$3,504.31	\$109.16	\$0.00	\$3,613.47
Conservation Fund	\$151,636.62	\$536,848.41	(\$9,999.00)	\$678,486.03
Conservation Education Fund	\$1,793.51	\$55.89	\$0.00	\$1,849.40
Road Impact Fees	\$3,167.84	\$61.83	(\$3,229.67)	\$0.00
School Impact Fees	\$9,871.46	\$222.66	(\$3,999.30)	\$6,094.82
Municipal Impact Fees	\$570.15	\$17.76	\$0.00	\$587.91
Library Impact Fees	\$1,070.13	\$33.33	\$0.00	\$1,103.46
Recreation Impact Fees	\$431.51	\$13.44	\$0.00	\$444.95
New - Road Impact Fees	\$136,646.41	\$99,129.81	(\$135,783.95)	\$99,992.27
New - Elementary School Impact Fees	\$225,745.53	\$199,412.42	(\$90,384.65)	\$334,773.30
New - High School Impact Fees	\$116,068.28	\$129,091.86	\$0.00	\$245,160.14
New - Fire Impact Fees	\$4,929.57	\$12,125.91	\$0.00	\$17,055.48
New - Police Impact Fees	\$9,711.23	\$7,839.21	\$0.00	\$17,550.44
New - Municipal Impact Fees	\$3,062.91	\$3,573.63	\$0.00	\$6,636.54
New - Library Impact Fees	\$14,312.50	\$11,655.14	\$0.00	\$25,967.64
New - Recreation Impact Fees	\$122,164.91	\$107,963.12	\$0.00	\$230,128.03
<b>Total</b>	<u><u>\$938,157.35</u></u>	<u><u>\$1,174,749.67</u></u>	<u><u>(\$330,585.47)</u></u>	<u><u>\$1,782,321.55</u></u>

Horace W. Seymour III  
Treasurer  
Town of Litchfield

**Town of Litchfield, New Hampshire  
Escrow Funds**

**2005 Statement of Activity**

Name of Account	Beginning Balance	Deposits & Interest	Withdrawn	Ending Balance
110 Page Road, LLC	\$2,750.17	\$4,486.00	(\$4,481.00)	\$2,755.17
43 Culter Rd, LLC	\$3,144.47	\$2,997.17	(\$2,351.25)	\$3,790.39
Abbott, Sharon	\$0.00	\$1,502.10	(\$225.00)	\$1,277.10
AMP Properties, LLC	\$5,465.10	\$253.62	(\$240.00)	\$5,478.72
Carcon Company	\$871.90	\$2.19	\$0.00	\$874.09
Charbonneau, Richard	\$1,311.42	\$3.29	\$0.00	\$1,314.71
Chonghun Yim	\$5,599.95	\$14.02	\$0.00	\$5,613.97
CNC Trust (Mockingbird Ln.)	\$1,875.66	\$4.70	\$0.00	\$1,880.36
Continental Paving (Golf Course)	\$3,844.57	\$1,498.18	(\$1,533.75)	\$3,809.00
Continental Paving (Quarry)	\$5,132.00	\$12.84	\$0.00	\$5,144.84
Continental Paving (Quarry Project)	\$2,062.51	\$5.17	\$0.00	\$2,067.68
Continental Paving (Mini Storage)	\$3,843.51	\$9.62	\$0.00	\$3,853.13
Continental Paving	\$16,542.20	\$167.99	\$0.00	\$16,710.19
Cooper Financial	\$2,475.20	\$6.19	\$0.00	\$2,481.39
Cooper Financial	\$3,155.50	\$7.90	\$0.00	\$3,163.40
Cooper, Mark	\$26,458.01	\$66.22	\$0.00	\$26,524.23
Cutler & Page, LLC	\$2,758.58	\$2,076.87	(\$3,206.50)	\$1,628.95
Cutler & Page LLC (Rolling Acres III)	\$0.00	\$3,774.46	(\$2,342.50)	\$1,431.96
Duval Family	\$650.25	\$0.20	(\$650.45)	\$0.00
Etchstone Properties (Cutler)	\$6,658.93	\$584.61	(\$568.00)	\$6,675.54
Empire Homes	\$4,874.96	\$1,328.33	(\$1,645.40)	\$4,557.89
Gilcrest Farms	\$0.00	\$8,003.94	(\$8,003.94)	\$0.00
Homes by Paradise (Larchmont Amend.)	\$1,723.06	\$4.32	\$0.00	\$1,727.38
Homes by Paradise (Rockery Way)	\$1,995.59	\$10,561.21	(\$9,004.10)	\$3,552.70
Homes by Paradise (Moose Hollow Ext)	\$753.22	\$60.38	(\$58.50)	\$755.10
Hopkinton Foresry Clearing	\$0.00	\$700.78	(\$700.78)	\$0.00
Howorth Law	\$0.00	\$751.38	\$0.00	\$751.38
Jacqueline Johnston	\$835.85	\$986.08	(\$1,084.25)	\$737.68
Jacobson, Linda	\$0.00	\$1,500.02	\$0.00	\$1,500.02
Larchmount IV (Road Offsite)	\$17,348.50	\$2,029.88	(\$19,378.38)	\$0.00
Lavoie, Eric	\$0.00	\$1,858.46	(\$247.50)	\$1,610.96
Leary, Florence (Excavation Fund)	\$1,448.16	\$3.63	\$0.00	\$1,451.79
Leary, Florence (Restoration Bond)	\$13,450.13	\$33.66	\$0.00	\$13,483.79
Morin, Maurice	\$0.00	\$5,745.64	(\$3,843.75)	\$1,901.89
Morin, William	\$1,280.65	\$0.76	(\$1,281.41)	\$0.00
Page & Cutler	\$2,754.13	\$6.78	(\$556.75)	\$2,204.16
Pinecreek Village	\$7,224.04	\$2,619.24	(\$8,635.00)	\$1,208.28
R&D Londonderry	\$0.00	\$4,548.42	(\$1,792.50)	\$2,755.92
R.J. Moreau Companies (Augusta)	\$2,801.21	\$6.92	(\$199.40)	\$2,608.73
Robert Pace Homes	\$0.00	\$750.60	(\$371.25)	\$379.35
Sawmill Brook Development Corp.	\$6,519.76	\$16.32	\$0.00	\$6,536.08
Stage Crossing	\$3,752.61	\$6,991.50	(\$6,982.50)	\$3,761.61
VAB Properties (Pinecrest)	\$5,513.22	\$4,388.43	(\$4,375.50)	\$5,526.15
Vessels, William	\$45.81	\$4,131.25	(\$2,674.50)	\$1,502.56
Vigeant, Leonard	\$0.00	\$750.61	(\$393.75)	\$356.86
West, Alida (Old English Estates)	\$2,782.27	\$6.97	\$0.00	\$2,789.24
West, Kurt & Alida (Olde Estates)	\$712.18	\$1.78	\$0.00	\$713.96
Yun Chan Han	\$936.32	\$2.34	\$0.00	\$938.66
<b>Total</b>	<u><u>\$171,351.60</u></u>	<u><u>\$75,262.97</u></u>	<u><u>(\$86,827.61)</u></u>	<u><u>\$159,786.96</u></u>

Horace W. Seymour III  
Treasurer  
Town of Litchfield

**FINANCIAL REPORT  
Town of Litchfield, N.H.**

**January 1, 2005 to December 31, 2005**

**REVENUES - Modified Accrual**

**Revenues from taxes**

Property taxes	\$12,589,662
State and local taxes assessed	
for school districts	\$10,304,745
Timber taxes	2,519
Payments in lieu of taxes	44,504
Interest and penalties on delinquent taxes	51,528
Excavation Tax (@ \$.02 per cu. yd.)	2,314
<b>TOTAL</b>	<b>\$12,690,527</b>

**Revenue from licenses, permits, and fees**

Business licenses and permits	\$ 84,078
Motor vehicle permit fees	1,286,077
Building permits	121,323
Other licenses, permits, and fees	34,917
<b>TOTAL</b>	<b>\$ 1,526,395</b>

**Revenue from the federal government**

Other federal grants and reimbursements	\$ 81,967
<b>TOTAL</b>	<b>\$ 81,967</b>

**Revenue from the State of New Hampshire**

Shared revenue block grant	\$ 64,378
Meals and rooms distribution	288,174
Highway block grant	166,944
State and federal forest land reimbursement	347
Other state grants and reimbursements	38,010
<b>TOTAL</b>	<b>\$ 557,853</b>

**Revenue from charges for services**

Income from departments	\$ 24,425
Other charges – Recycling fees	24,664
<b>TOTAL</b>	<b>\$ 49,089</b>

**Revenue from miscellaneous sources**

Sale of municipal property	\$ 502
Interest on investments	93,444
Rents of property	2
Fines and forfeits	6,214
Insurance dividends and reimbursements	2,589
Other miscellaneous sources not otherwise classified	723
<b>TOTAL</b>	<b>\$ 103,474</b>



**Interfund operating transfers in**

Transfers from trust and fiduciary funds	\$ 158,392
<b>TOTAL</b>	<u>\$ 158,392</u>

**Other financial sources**

Other long-term financial sources	\$ 19,894
<b>TOTAL</b>	<u>\$ 19,894</u>

<b>TOTAL REVENUES FROM ALL SOURCES</b>	\$15,187,591
<b>TOTAL FUND EQUITY (Beginning of year)</b>	1,283,539
<b>TOTAL</b>	<u><u>\$16,471,130</u></u>

**EXPENDITURES**

	Total expenditure	Equipment and land purchases	Construction
<b>General government</b>		\$	
Executive	\$ 96,593		
Election and registration	72,684		
Financial administration	224,260		
Revaluation of property	110,500		
Legal expense	79,101		
Personnel administration	179,865		
Planning and zoning	46,156		
General government building	48,566		
Cemeteries	828		
Insurance not otherwise allocated	41,587		
Other general government	2,800		
<b>TOTAL</b>	<u>\$ 902,940</u>		
<b>Public safety</b>			
Police	\$ 926,544	\$ 31,079	
Ambulance	29,358		
Fire	440,305		
Building inspection	98,598	25,655	
Emergency management	11,517		
<b>TOTAL</b>	<u>\$ 1,506,322</u>	<u>\$ 56,734</u>	
<b>Highways and streets</b>			
Administration	\$ 24,820		
Highways and streets	1,041,343		501,889
Street lighting	12,474		
<b>TOTAL</b>	<u>\$ 1,078,637</u>		<u>\$ 501,889</u>

<b>Sanitation</b>			
Administration	\$	66,641	
Solid waste disposal		260,771	
Other sanitation		12,674	
<b>TOTAL</b>	\$	<u>340,086</u>	
<b>Health</b>			
Administration	\$	2,158	
Pest control		15,807	
Health agencies and hospitals		9,450	
<b>TOTAL</b>	\$	<u>27,415</u>	
<b>Welfare</b>			
Direct assistance	\$	19,497	
<b>TOTAL</b>	\$	<u>19,497</u>	
<b>Culture and recreation</b>			
Parks and recreation	\$	58,356	
Library		135,643	1,603
Patriotic purposes		459	
Other culture and recreation		5,004	
<b>TOTAL</b>	\$	<u>199,462</u>	\$ 1,603
<b>Conservation</b>			
Other conservation	\$	2,041	
<b>TOTAL</b>	\$	<u>2,041</u>	
<b>Payments to other governments</b>			
Taxes assessed for county	\$	788,506	
Local education taxes assessed		8,459,390	
State education taxes assessed		1,845,355	
<b>TOTAL</b>		<u>\$11,093,251</u>	
<b>TOTAL EXPENDITURES</b>		<u>\$15,169,651</u>	\$ 56,734
<b>TOTAL FUND EQUITY</b>		<u>\$ 1,301,479</u>	\$ 503,492
<b>TOTAL</b>		<u><u>\$16,471,130</u></u>	

Other federal grants and reimbursements -

Disaster assistance	\$	48,353
Homeland security grant		33,125
Bulletproof vest grant		489
	\$	<u>81,967</u>

Other state grants and reimbursements -

On-behalf fringe benefits	\$	33,127
OHRV grants		4,536
Gas tax refund		347
	\$	<u>38,010</u>

**GENERAL FUND BALANCE SHEET**  
**As of December 31, 2005**

<b>ASSETS</b>	<b>Beginning of year</b>	<b>End of of year</b>
<b>Current assets</b>		
Cash and equivalents	\$ 930,701	\$ 243,634
Investments	4,009,391	4,586,670
Taxes receivable (See worksheet)	291,303	505,068
Tax liens receivable (See worksheet)	106,809	46,785
Accounts receivable	2,294	2,999
Due from other funds	6,853	4,979
<b>TOTAL ASSETS</b>	<b>\$5,347,351</b>	<b>\$5,390,135</b>
 <b>LIABILITIES AND FUND EQUITY</b>		
<b>Current liabilities</b>		
Warrants and accounts payable	\$ 192,876	\$ 201,129
Due to school districts	3,820,938	3,674,381
Due to other funds		62,500
Deferred revenue	49,998	150,646
<b>TOTAL LIABILITIES</b>	<b>\$4,063,812</b>	<b>\$4,088,656</b>
 <b>Fund equity</b>		
Reserve for encumbrances:		
General government		\$ 7,000
	\$ 7,000	\$ 7,000
Reserve for continuing appropriations:		
Highway block grant		\$ 216,421
Revaluation		36,500
Library drainage system		60,929
Fire pond dredging		970
Pinecrest road reconstruction		2,496
Fire equipment		4,771
	\$ 401,440	\$ 322,087
Unreserved fund balance	875,099	972,392
<b>TOTAL FUND EQUITY</b>	<b>\$1,283,539</b>	<b>\$1,301,479</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>\$5,347,351</b>	<b>\$5,390,135</b>

**LONG-TERM DEBT**

The Town has no long-term bond obligations.

## RECONCILIATIONS

<b>RECONCILIATION OF SCHOOL DISTRICT LIABILITY</b>	<b>Amount</b>
School district liability at beginning of year	\$ 3,820,938
ADD: School district assessment for current year	10,304,745
<b>TOTAL LIABILITY WITHIN CURRENT YEAR</b>	<b>14,125,683</b>
SUBTRACT: Payments made to school district	(10,451,302 )
School district liability at end of year	3,674,381

<b>ALLOWANCE FOR ABATEMENTS WORKSHEET</b>	<b>Current year</b>	<b>Prior year</b>	<b>TOTAL</b>
Overlay/Allowance for Abatements (Beginning of year)	36,071	15,000	51,071
SUBTRACT: Refunds (Cash abatements)	( 1,630)		( 1,630)
<b>ESTIMATED ALLOWANCE FOR ABATEMENTS AT END OF YEAR</b>	<b>( 15,000)</b>		<b>( 15,000)</b>
Excess of estimate	19,441	15,000	34,441

<b>TAXES/LIENS RECEIVABLE WORKSHEET</b>	<b>Taxes</b>	<b>Liens</b>	<b>TOTALS</b>
Uncollected, end of year	\$520,068	\$ 46,785	\$566,853
SUBTRACT: "Overlay" carried forward as Allowance for Abatements	( 15,000)		( 15,000)
Receivable, end of year	505,068	46,785	551,853

**SUMMARY OF REVENUES FOR ALL OTHER FUNDS**  
**January 1, 2005 to December 31, 2005**

<b>REVENUE AND OTHER FINANCING SOURCES</b>	<b>Special revenue</b>
Revenue from taxes	\$578,131
Revenue from the State of New Hampshire	200
Revenue from charges for services	
Parks and recreation	21,532
Revenue from miscellaneous sources	
Interest on investments	13,409
Other miscellaneous sources	3,983
Interfund operating transfers in	1,603
<b>TOTAL REVENUE AND OTHER SOURCES</b>	<u>\$618,858</u>

**SUMMARY OF EXPENDITURES FOR ALL OTHER FUNDS**  
**January 1, 2005 to December 31, 2005**

<b>EXPENDITURES (BY FUNCTIONS)</b>	<b>Special revenue</b>
General government	\$ 5,765
Public safety	4,360
Culture and recreation	22,345
Capital outlay	11,403
<b>TOTAL EXPENDITURES</b>	<u>\$ 43,873</u>

**BALANCE SHEET FOR SUMMARY OF ALL OTHER FUNDS**  
**As of December 31, 2005**

<b>ASSETS</b>	<b>Special revenue</b>
<b>Current assets</b>	
Cash and equivalents	\$ 25,035
Investments	742,019
Due from other funds	61,500
<b>TOTAL ASSETS</b>	<u>\$828,554</u>

**LIABILITIES AND FUND EQUITY**

**Liabilities**

Due to other funds	\$ 463
<b>TOTAL LIABILITIES</b>	<u>\$ 463</u>

**Fund equity/Capital**

Unreserved fund balance	\$828,091
<b>TOTAL FUND EQUITY</b>	<u>\$828,091</u>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<u>\$828,554</u>

<b>SALARIES AND WAGES</b>	<u>\$1,527,102</u>
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**COMPARATIVE STATEMENT OF APPROPRIATIONS AND EXPENDITURES  
FISCAL YEAR ENDING DECEMBER 31, 2005**

Account	Appropriations	Expended	Unexpended Balances	Deficits
Executive	15,971.00	15,470.48	500.52	
Administration	71,921.00	71,511.62	409.38	
Town Meeting	12,833.00	9,685.08	3,147.92	
Town Clerk's Office	76,205.00	71,470.91	4,734.09	
Voter Registration	1,164.00	1,700.78		536.78
Accounting and Auditing/Revaluation Warrant A	299,143.00	295,520.14	3,622.86	
Tax Collector's Office	72,767.00	69,077.94	3,689.06	
Treasury	7,313.00	7,147.27	165.73	
Budget Committee	1,295.00	2,028.65		733.65
Legal Expenses	53,400.00	79,101.31		25,701.31
Personnel Administration	188,990.00	183,288.52	5,701.48	
Planning Board	44,979.00	43,062.52	1,916.48	
Zoning Board of Adjustment	2,205.00	3,093.83		888.83
General Government Buildings	47,452.00	48,431.68		979.68
Cemeteries	1,000.00	827.90	172.10	
Insurance	40,000.00	41,587.00		1,587.00
Contingency	30,000.00	2,800.00	27,200.00	
Police Department/Collective Bargaining Wrn Ar	943,685.50	909,148.44	34,537.06	
Animal Control	15,659.00	15,807.19		148.19
Ambulance Service	35,000.00	29,358.13	5,641.87	
Fire Department	403,450.00	415,819.99		12,369.99
Emergency Management	14,518.00	11,516.86	3,001.14	
Code Enforcement	80,835.00	80,363.18	471.82	
Highway Administration	23,927.00	24,644.79		717.79
Highways and Streets	561,197.60	539,454.29	21,743.31	
Street Lighting	13,200.00	12,474.35	725.65	
Albuquerque Middle Section Warrant Art	502,392.00	501,888.50	503.50	
Sanitation Administration	65,180.00	66,119.10		939.10
Sanitation	297,142.00	273,444.49	23,697.51	
Health Administration	2,022.00	2,158.46		136.46
Health Agencies	9,450.00	9,450.00		
Vendor Payments - Welfare	30,400.00	19,496.50	10,903.50	
Parks and Recreation	63,663.00	58,356.11	5,306.89	
Library	134,040.00	134,040.00		
Library Drainage System Warrant Article	62,532.00	62,532.00		
Patriotic Purposes	750.00	458.76	291.24	
Cable Advisory Committee	5,153.00	5,004.32	148.68	
Conservation	1,957.00	2,041.41		84.41
Interest Tax Anticipation Loans	1.00		1.00	
<b>Totals</b>	<b>4,232,792.10</b>	<b>4,119,382.50</b>	<b>158,232.79</b>	<b>44,823.19</b>
<b>Net Surplus of Appropriation</b>			<b>44,823.19</b>	
			<b>113,409.60</b>	

**EXECUTIVE**

<b>APPROPRIATION</b>		<b>15,971.00</b>
Selectmen's Salaries	8,320.00	
Selectmen's Expenses	900.00	
Public Notices & Ads	249.89	
Recording Fees	98.50	
Cell Phone Charges	558.46	
Printing	238.70	
Dues and Subscriptions	5,007.09	
Postage	97.84	
<b>EXPENDED</b>		<b>15,470.48</b>
<b>UNEXPENDED</b>		<b>500.52</b>

**ADMINISTRATION**

<b>APPROPRIATION</b>		<b>71,921.00</b>
Adm. Assistant's Salary	64,568.41	
Health Insurance	5,980.50	
Dental Insurance	401.52	
Short-Term Disability Ins.	280.80	
Dues and Subscriptions	25.00	
Mileage and Tolls	255.39	
<b>EXPENDED</b>		<b>71,511.62</b>
<b>UNEXPENDED</b>		<b>409.38</b>

**TOWN MEETING**

<b>APPROPRIATION</b>		<b>12,833.00</b>
Ballot Clerks Wages	455.62	
Election Workers Wages	41.80	
Moderator Wages	298.36	
Public Notices and Ads	301.50	
Optech Programming Support	757.00	
Equipment Maintenance Contract	175.00	
Printing	275.00	
Annual Town Report	6,311.00	
Office Supplies	35.00	
Ballots	997.80	
Postage	37.00	
<b>EXPENDED</b>		<b>9,685.08</b>
<b>UNEXPENDED</b>		<b>3,147.92</b>

**TOWN CLERK'S OFFICE**

<b>APPROPRIATION</b>		<b>76,205.00</b>
Town Clerk's Salary	20,957.92	
Deputy Town Clerk Wages	17,980.75	
Clerk Wages	10,980.04	
Deputy Town Clerk Overtime. Wages	903.77	
Clerk Overtime Wages	320.98	
Health Insurance	7,431.45	
Dental Insurance	664.97	
Short-Term Disability Insurance	267.52	
Public Notices and Ads	11.15	
Telephone	1,035.59	
Software Support Services	3,356.70	
Microfilming and Binding	549.54	
Equipment Maintenance Contract	944.31	
Dues and Subscriptions	20.00	
Office Supplies	469.16	
Dog Tags and License Forms	232.15	
Postage	2,072.41	
Equipment Repairs and Maintenance	121.00	
Equipment Purchases	1,636.69	
Mileage and Tolls	911.48	
Seminars and Conventions	603.33	
<b>EXPENDED</b>		<b>71,470.91</b>
<b>UNEXPENDED</b>		<b>4,734.09</b>

**VOTER REGISTRATION**

<b>APPROPRIATION</b>		<b>1,164.00</b>
Checklist Supervisors Salaries	924.00	
Software Support	689.10	
Office Supplies	20.00	
Postage	42.03	
Mileage and Tolls	25.65	
<b>EXPENDED</b>		<b>1,700.78</b>
<b>DEFICIT</b>		<b>(536.78)</b>



**ACCOUNTING AND AUDITING**

<b>APPROPRIATION</b>		<b>152,143.00</b>
Sec/Bookkeeping Staff Wages	78,506.64	
Sec/Bookkeeping Staff Overtime Wages	3,640.58	
Health Insurance	15,549.18	
Dental Insurance	1,040.40	
Short-Term Disability Insurance	561.60	
Tax Map Update	4,120.60	
Telephone	734.31	
Software Support Service	2,043.70	
Payroll Service	6,612.17	
Equipment Maintenance Contract	2,074.03	
Printing	318.10	
Dues and Subscriptions	664.90	
Office Supplies	2,171.77	
Postage and Envelopes	363.65	
Equipment Repair and Maintenance	328.75	
Equipment Purchases	4,781.50	
Audit Services	13,733.43	
Assessing Services	11,274.83	
<b>EXPENDED</b>		<b>148,520.14</b>
<b>UNEXPENDED</b>		<b>3,622.86</b>

**TAX COLLECTOR'S OFFICE**

<b>APPROPRIATION</b>		<b>72,767.00</b>
Tax Collector Salary	20,957.92	
Deputy Tax Collector Wages	17,980.75	
Clerk Wages	10,980.04	
Deputy Tax Collector Overtime Wages	903.77	
Clerk Overtime Wages	320.98	
Health Insurance	7,431.41	
Dental Insurance	664.93	
Short-Term Disability Insurance	267.57	
Property Title Research	1,195.12	
Public Notices and Ads	11.15	
Recording Fees	252.26	
Telephone	932.81	
Software Support Services	386.60	
Equipment Maintenance Contract	597.71	
Printing	1,353.21	
Dues & Subscriptions	20.00	
Office Supplies	335.45	
Postage and Envelopes	3,209.93	
Mileage and Tolls	921.59	
Seminars & Conventions	354.74	
<b>EXPENDED</b>		<b>69,077.94</b>
<b>UNEXPENDED</b>		<b>3,689.06</b>

**TREASURY**

<b>APPROPRIATION</b>		<b>7,313.00</b>
Treasurer Salary	5,752.00	
Town Trustees Salaries	184.50	
Safety Deposit Box Rental	95.00	
Dues and Subscriptions	60.00	
Office Supplies	40.07	
Postage and Envelopes	1,000.70	
Seminars	15.00	
<b>EXPENDED</b>		<b>7,147.27</b>
<b>UNEXPENDED</b>		<b>165.73</b>

**BUDGET COMMITTEE**

<b>APPROPRIATION</b>		<b>1,295.00</b>
Public Notices and Ads	182.40	
Secretarial/Steno Services	1,832.25	
Dues and Subscriptions	14.00	
<b>EXPENDED</b>		<b>2,028.65</b>
<b>DEFICIT</b>		<b>(733.65)</b>

**LEGAL EXPENSES**

<b>APPROPRIATION</b>		<b>53,400.00</b>
Retainer Fees	32,400.00	
Litigation Fees	34,628.48	
Claims, Judgments/Settlements	12,072.83	
<b>EXPENDED</b>		<b>79,101.31</b>
<b>DEFICIT</b>		<b>(25,701.31)</b>

**PERSONNEL ADMINISTRATION**

<b>APPROPRIATION</b>		<b>188,990.00</b>
Social Security (FICA) Taxes	54,370.87	
Medicare Taxes	21,217.66	
Employee Retirement Contributions	23,065.32	
Firefighter Retirement Contributions	13,157.79	
Police Retirement Contributions	48,362.88	
Unemployment Taxes	123.00	
Worker Compensation Insurance	22,991.00	
<b>EXPENDED</b>		<b>183,288.52</b>
<b>UNEXPENDED</b>		<b>5,701.48</b>

PLANNING BOARD

<b>APPROPRIATION</b>		<b>44,979.00</b>
Administrative Assistant Wages	12,728.09	
Public Notices and Ads	2,113.85	
Recording Fees	115.85	
Telephone	523.68	
Secretarial/Steno Services	1,043.25	
NRPC Planner	18,731.25	
Printing	843.64	
NRPC Dues	4,989.00	
Office Supplies	187.25	
Postage & Envelopes	1,195.68	
Copier Charges	62.58	
Equipment Purchases	410.50	
Mileage and Tolls	87.90	
Seminars & Conventions	30.00	
<b>EXPENDED</b>		<b>43,062.52</b>
<b>UNEXPENDED</b>		<b>1,916.48</b>

ZONING BOARD OF ADJUSTMENT

<b>APPROPRIATION</b>		<b>2,205.00</b>
Secretary-Clerk Wages	537.06	
Public Notices and Ads	563.07	
Secretarial Services	1,165.55	
Dues and Subscriptions	64.00	
Postage and Envelopes	669.15	
Copier Charges	5.00	
Seminars	90.00	
<b>EXPENDED</b>		<b>3,093.83</b>
<b>DEFICIT</b>		<b>(888.83)</b>

**GENERAL GOVERNMENT BUILDINGS**

<b>APPROPRIATION</b>		<b>47,452.00</b>
Custodian Wages	9,835.89	
Pay Phones - TH/FS	520.00	
Electricity - TH/PS	11,034.43	
Propane Gas - TH/PS	5,643.94	
Water Charges - TH/PS	1,589.27	
HVAC Maintenance Contract - TH/PS	1,056.00	
Water System Maintenance - FS	613.50	
Tile and Carpet Cleaning - TH/PS	2,110.00	
Alarm Maintenance Contract - TH/PS	420.00	
Generator Maintenance Contract	522.00	
Telephone Maintenance Contract - TH/PS	1,023.00	
Trash Container Services	1,293.00	
Building Maintenance and Repairs	1,207.25	
Equipment Repairs and Maintenance	3,889.92	
Generator Diesel Fuel	93.56	
Custodial Maintenance Supplies	1,862.81	
Lawn Maintenance	2,423.00	
Mileage and Tolls	4.83	
Fire Alarm Phone System-Meeting House	756.08	
Fire Detectors Test/Inspections - TH/PS	2,533.20	
<b>EXPENDED</b>		<b>48,431.68</b>
<b>DEFICIT</b>		<b>(979.68)</b>

**CEMETERIES**

<b>APPROPRIATION</b>		<b>1,000.00</b>
Pinecrest Cemetery Subsidy	400.00	
Center Cemetery Maintenance	27.90	
Hillcrest Cemetery Subsidy	400.00	
<b>EXPENDED</b>		<b>827.90</b>
<b>UNEXPENDED</b>		<b>172.10</b>

**INSURANCE**

<b>APPROPRIATION</b>		<b>40,000.00</b>
Property and Mobile Equipment	4,410.70	
Auto	7,548.70	
General Liability	15,334.90	
Law Enforcement Liability	11,804.70	
Crime	588.00	
Additional Limits	1,900.00	
<b>EXPENDED</b>		<b>41,587.00</b>
<b>DEFICIT</b>		<b>(1,587.00)</b>

**OTHER GENERAL GOVERNMENT (CONTINGENCY)**

<b>APPROPRIATION</b>		<b>30,000.00</b>
Digital Orthophotography for Planning Dept.	2,800.00	
<b>EXPENDED</b>		<b>2,800.00</b>
<b>UNEXPENDED</b>		<b>27,200.00</b>

POLICE DEPARTMENT

<b>APPROPRIATION</b>		<b>913,257.00</b>
Collective Bargaining Warrant Article		14,818.00
Homeland 1 Security Grant		15,610.50
<b>Total Funding</b>		<b>943,685.50</b>
<b>ADMINISTRATION:</b>		
Police Chief Salary	50,077.02	
Lieutenant Wages	119,052.62	
Lieutenant Overtime	6,594.63	
Uniform Allowance	1,100.00	
Health Insurance	28,743.69	
Dental Insurance	2,826.03	
Short-Term Disability	773.55	
Uniforms and Accessories	185.99	
Public Notices and Ads	492.54	
Telephone	13,524.10	
Pre-Employment Physicals/Testing	1,044.80	
Equipment Maintenance Contract	507.60	
Dues and Subscriptions	1,453.30	
Community Relations	95.87	
Office Supplies	1,945.18	
Postage	700.00	
Seminars and Conventions	20.00	229,136.92
<b>CRIME CONTROL AND INVESTIGATION:</b>		
Photo Laboratory Services	212.35	
Equipment Maintenance Contract	5,825.00	
Film and Photo Supplies	129.43	
Minor Tools and Supplies	3,391.79	
Equipment Purchases	3,874.36	13,432.93
<b>TRAFFIC CONTROL:</b>		
Master Patrolman Wages	150,123.34	
Full Time Patrolman Officers Wages	111,706.65	
Corporal Wages	39,798.08	
Special Officers Wages	42,883.16	
Master Patrolman Overtime Wages	19,371.41	
FT Patrolman Officers Overtime	21,206.09	
Corporal Overtime Wages	5,574.60	
Uniform Allowance	3,487.50	
Health Insurance	50,780.31	
Dental Insurance	5,537.89	
Short-Term Disability Insurance	1,909.56	
Long-Term Disability Insurance	1,318.41	
Life Insurance	203.20	
Uniforms and Accessories	1,520.81	
Radar Certification	60.00	
Vehicle Fuel	18,165.77	
Vehicle Repairs and Maintenance	11,551.81	
Tire Purchases	1,785.70	
Cruiser Purchase	26,279.00	513,263.29

**TRAINING:**

Ammunition Purchases	1,458.67	1,458.67
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**SUPPORT SERVICES:**

FT Secretary/Dispatchers Wages	74,665.35	
PT Secretary/Dispatcher Wages	21,524.73	
Secretary/ Dispatchers Overtime	206.55	
Uniform Allowance	1,283.46	
Health Insurance	12,891.29	
Dental Insurance	1,149.99	
Short-Term Disability Insurance	561.60	
Long-Term Disability Insurance	389.52	
Life Insurance	50.55	
Uniforms and Accessories	677.85	
Emergency Response Team Fees	2,500.00	
Dispatch Service Contract	14,704.29	
Medical Service Charges	236.00	
Internet Maintenance Contract	749.85	
Printing	650.00	
Furniture/Fixture Purchases	335.94	132,576.97

**POLICE GRANTS:**

OHRV Grant Wages	420.00	
Homeland 1 Security Grant Purchases	15,610.50	
Police Grants	3,360.00	19,390.50
<b>EXPENDED</b>		<b>909,259.28</b>
<b>UNEXPENDED</b>		<b>34,426.22</b>

**ANIMAL CONTROL****APPROPRIATION**

Animal Control officer Wages	9,614.02	15,659.00
Mileage Allowance	1,700.01	
Uniform and Accessories	145.97	
Telephone	340.40	
Electricity	2,622.13	
Dues and Licenses	200.00	
Office Supplies	98.95	
Postage	24.79	
Building Repairs and Maintenance	299.97	
Custodial Maintenance Supplies	151.68	
Food and Accessories	91.57	
Equipment Purchases	517.70	
<b>EXPENDED</b>		<b>15,807.19</b>
<b>DEFICIT</b>		<b>(148.19)</b>

**FIRE DEPARTMENT**

<b>APPROPRIATION</b>		<b>403,450.00</b>
<b>ADMINISTRATION:</b>		
Fire Chief Salary	1,760.00	
Uniforms and Accessories	535.84	
Public Notices and Ads	612.36	
Telephone	6,960.40	
Printing	475.91	
Dues and Subscriptions	635.00	
Office Supplies	655.03	
Copier Lease	498.16	12,132.70
<b>FIREFIGHTING:</b>		
Full Time Firefighter Wages	85,824.91	
Call Firefighter Wages	70,134.92	
Coverage for FT Firefighters	13,126.64	
Full Time Firefighter Overtime	9,701.49	
Health Insurance	17,685.58	
Dental Insurance	1,480.50	
Short-Term Disability Ins.	3,667.99	
Uniforms and Accessories	1,919.10	
Equipment Rental	300.00	
Foam and Extinguisher Supplies	2,543.54	
Vehicle Fuel	1,457.96	
Diesel Fuel	8,071.03	
Provisions	518.92	
Minor Tools and Supplies	545.03	
Equipment Purchases	34,016.92	
Fire Tanker/Truck Lease Purchase	59,565.07	
Property Damage Claims	835.66	311,395.26
<b>FIRE PREVENTION:</b>		
Community Relations	1,106.43	1,106.43
<b>TRAINING:</b>		
Training Wages	24,072.37	
Training Charges	4,379.00	
Photo Laboratory Services	52.80	
Mileage and Tolls	1,115.73	29,619.90
<b>COMMUNICATIONS:</b>		
Dispatch Service Contract	2,500.00	
Radio Installation & Repairs	4,634.22	7,134.22
<b>REPAIR SERVICES:</b>		
Equipment Repair Wages	504.14	
Equipment Repair and Maintenance	2,803.68	
Scott Air Packs Maintenance Contract	2,567.97	
Vehicle Repairs and Maintenance	28,976.03	
Tire Purchases	667.84	
Minor Tools and Supplies	450.36	35,970.02

<b>MEDICAL SERVICES:</b>		
Oxygen Tank Refills	214.55	
Medical Supplies	1,898.22	
Medical Equipment	1,125.29	3,238.06
<b>FIRE STATION:</b>		
Electricity	4,422.63	
Heating Oil	5,439.98	
Repairs to Station	3,497.38	
Custodial Maintenance Supplies	740.19	
Septic Tank Cleaning	550.00	
Furniture/Fixture Purchases	573.22	15,223.40
<b>EXPENDED</b>		<b>415,819.99</b>
<b>DEFICIT</b>		<b>(12,369.99)</b>

**EMERGENCY MANAGEMENT**

<b>APPROPRIATION</b>		<b>14,518.00</b>
FEMA Grant		1,618.50
Total Funding		16,136.50
Emergency Planning Expenses	986.48	
Hazardous Material District Assessment	5,000.00	
Equipment Purchases	3,911.88	
FEMA Grant Equipment Purchases	1,618.50	
<b>EXPENDED</b>		<b>11,516.86</b>
<b>UNEXPENDED</b>		<b>3,001.14</b>

**AMBULANCE**

<b>APPROPRIATION</b>		<b>35,000.00</b>
<b>EXPENDED</b>		<b>29,358.13</b>
<b>UNEXPENDED</b>		<b>5,641.87</b>



## CODE ENFORCEMENT

<b>APPROPRIATION</b>		<b>80,835.00</b>
Code Enforcement Salary	61,339.98	
Temporary Inspector Wages	5,519.00	
Dental Insurance	638.88	
Short-Term Disability Ins	280.80	
Telephone	2,024.41	
Printing	1,323.50	
Dues, Licenses and Subscriptions	616.81	
Office Supplies	164.25	
Postage	88.05	
Equipment Repair and Maintenance	26.48	
Vehicle Fuel	927.63	
Vehicle Repairs and Maintenance	361.55	
Radio Repairs	80.80	
Code Materials	264.78	
Copier Charges	45.62	
Safety Equipment Purchases	98.96	
Equipment Purchases	139.95	
Vehicle Lease/Purchase	5,760.98	
Mileage and Tolls	0.75	
Seminars and Conventions	660.00	
<b>EXPENDED</b>		<b>80,363.18</b>
<b>UNEXPENDED</b>		<b>471.82</b>

## HIGHWAY AND STREETS

<b>APPROPRIATION</b>		<b>536,772.00</b>
FEMA Snow Removal Reimbursement		48,352.60
Total Funding		585,124.60
<b>ADMINISTRATION:</b>		
Road Agent Salary	712.00	
Telephone	748.25	
Communication Equipment Maint. Contract	180.00	
Dues and Subscriptions	70.00	
Copier Charges	2.98	1,713.23
<b>ENGINEERING:</b>		
Consulting Engineer Services	22,633.06	
Drawings/Blueprints	298.50	22,931.56
<b>ROAD MAINTENANCE:</b>		
Workmen Wages	48,206.30	
Workmen Overtime	4,232.98	
Electricity	2,086.48	
Propane Gas - Garage Heat	4,606.94	
Equipment Hire	200,082.25	
Pavement Striping/Markings	10,892.86	
Tree Removals	6,255.00	
Road Sweeping	6,500.00	

State Work Release Program	2,269.14	
Road Maintenance/Improvement	38,270.00	
Equipment Repair and Maintenance	1,700.42	
Vehicle Fuel	5,011.28	
Roadside Mowing	4,912.50	
Vehicle Repairs and Maintenance	14,682.49	
Tire Purchases	481.00	
Gravel Purchases	169.94	
Asphalt and Cold Patch	1,122.19	
Signs, Posts and Accessories	1,141.55	
Minor Tools and Supplies	1,382.42	354,005.74

**STORM DRAINS:**

Catch Basin Clean Outs	10,724.37	
Catch Basin Replacements	11,199.28	21,923.65

**SNOW PLOWING/REMOVAL:**

Building Repairs and Maintenance	4,606.00	
Plow and Spreader Repairs	27,626.54	
Custodial Maintenance Supplies	26.55	
Salt Purchases	108,483.36	
Sand Purchases	8,523.92	
Provisions	13.74	
Loader Lease	14,244.79	163,524.90
<b>EXPENDED</b>		<b>564,099.08</b>
<b>UNEXPENDED</b>		<b>21,025.52</b>

**STREET LIGHTING**

<b>APPROPRIATION</b>		<b>13,200.00</b>
Installation/Improvements	184.14	
Monthly Fees and Installation Charges	12,290.21	
<b>EXPENDED</b>		<b>12,474.35</b>
<b>UNEXPENDED</b>		<b>725.65</b>

## SANITATION

<b>APPROPRIATION</b>		<b>362,322.00</b>
<b>ADMINISTRATION:</b>		
Facility Manager Wages	35,481.71	
Assistant Manager Wages	19,784.73	
Facility Manager Overtime	1,916.35	
Assistant Manager Overtime	1,195.83	
Health Insurance	6,049.08	
Dental Insurance	716.76	
Telephone	848.99	
Operations License Fees	100.00	
Mileage & Tolls	25.65	
		<b>66,119.10</b>
<b>SOLID WASTE DISPOSAL:</b>		
Bulldozing, Gravel & Fill	1,000.00	
Demolition Material & Tire Disposal	118,967.81	<b>119,967.81</b>
<b>INCINERATION:</b>		
Incinerator Operators/Laborer Wages	36,994.75	
Laborers Overtime	525.22	
Uniforms and Accessories	642.28	
Ash Testing	365.00	
Electricity - Incinerator	11,021.86	
Building Repairs and Maintenance	2,995.72	
Equipment Repairs and Maintenance	20,890.47	
Diesel Fuel	1,461.83	
Incinerator Fuel Oil	50,412.23	
Custodial Maintenance Supplies	250.73	
Tire Purchases	540.00	
Ash Disposal Expenses	13,911.00	
Minor Tools and Supplies	791.58	<b>140,802.67</b>
<b>RECYCLING:</b>		
Propane Gas - Bldg. Heat	914.09	
Equipment Maintenance	258.50	
Recyclables-Disposal Fees	6,429.42	<b>7,602.01</b>
<b>HAZARDOUS WASTE:</b>		
Residential Material Disposal	5,072.00	<b>5,072.00</b>
<b>EXPENDED</b>		<b>339,563.59</b>
<b>UNEXPENDED</b>		<b>22,758.41</b>

## HEALTH ADMINISTRATION

<b>APPROPRIATION</b>		<b>2,022.00</b>
Health Officer Salary	1,252.00	
Telephone	155.46	
Water Analysis	325.00	
Internet/Computer Charges	100.00	
Printing	56.96	
Dues	10.00	
Office Supplies	60.29	
Film and Photo Supplies	31.99	
Mileage and Tolls	126.76	
Seminars and Conventions	40.00	
<b>EXPENDED</b>		<b>2,158.46</b>
<b>DEFICIT</b>		<b>(136.46)</b>

## HEALTH AGENCIES

<b>APPROPRIATION</b>		<b>9,450.00</b>
Big Brothers/Big Sisters	200.00	
Visiting Nurses Association	7,500.00	
St. Joseph's Community Services.	325.00	
Bridges	75.00	
Nashua Area Health Center	75.00	
Nashua Mediation Program	75.00	
Nashua Community Council	1,200.00	
<b>EXPENDED</b>		<b>9,450.00</b>

## VENDOR PAYMENTS - WELFARE

<b>APPROPRIATION</b>		<b>30,400.00</b>
Prescriptions/Medical Services	1,793.78	
Utilities	1,077.23	
Heating Oil/Propane Gas	551.90	
Groceries, Household Items	129.59	
Housing	15,944.00	
<b>EXPENDED</b>		<b>19,496.50</b>
<b>UNEXPENDED</b>		<b>10,903.50</b>

**Parks & Recreation**

<b>APPROPRIATION</b>		<b>63,663.00</b>
<b>ADMINISTRATION AND PROGRAMS:</b>		
Telephone	651.27	
Dues and Subscriptions	204.66	
Office Supplies	4.28	
Movie Program Expenses	977.75	1,837.96
<b>MAINTENANCE OF PARKS:</b>		
Groundskeeper Wages	4,025.05	
Electricity - Sprinkler System	736.20	
Chemical Toilet Rental	1,515.00	
Equipment Repair and Maintenance	190.00	
Field Mowing	6,777.00	
Field Maintenance/Trash Removal	12,976.68	
Minor Tools and Supplies	12.99	
Equipment Purchases	329.00	26,561.92
<b>MAINTENANCE OF FACILITIES:</b>		
Custodian Wages	3,822.92	
Electricity - Talent Hall	4,521.56	
Propane Gas - Talent Hall	9,932.47	
Water Charges	1,034.53	
Trash Container Services	2,393.68	
Building Repairs and Maintenance	6,962.55	
Equipment Repairs and Maintenance	277.56	
Custodial Maintenance Supplies	364.73	
Septic Tank Cleaning	280.00	
Minor Tools and Supplies	203.97	
Equipment Purchases	162.26	29,956.23
<b>EXPENDED</b>		<b>58,356.11</b>
<b>UNEXPENDED</b>		<b>5,306.89</b>

**LIBRARY**

<b>APPROPRIATION</b>		<b>134,040.00</b>
Library Director Wages	32,758.61	
Children's Librarian Wages	17,955.00	
Adult Services Librarian Wages	20,483.79	
Library Assistant Wages	15,360.62	
Page Wages	4,627.48	
Temporary Assistant Librarian Wages	904.36	
Custodian Wages	3,232.32	
Tuition Reimbursement	100.00	
Telephone	764.53	
Software Purchases/Licenses	646.08	
Electricity	3,526.55	
Heating Oil	2,305.15	
Equipment Maintenance. Contract	2,474.02	
Water Cooler Supplies/Services	12.82	
Trash Container Services	637.12	
Dues and Subscriptions	495.00	
Community Programs	291.54	
Postage	193.84	
Library Supplies	1,612.11	
Automation Supplies	6,508.81	
Building Maintenance and Repairs	1,345.74	
Equipment Repairs and Maintenance	825.01	
Custodial Maintenance Supplies	519.10	
Septic Tank Cleaning	205.00	
Sidewalk Maintenance	80.00	
Reference Media Purchases	2,857.19	
Books and Media	8,324.06	
Periodicals	1,000.42	
Equipment Purchases	2,923.85	
Furniture/Fixture Purchases	84.85	
Mileage and Tolls	547.56	
Seminars	227.72	
Story Hour Program	209.75	
<b>EXPENDED</b>		<b>134,040.00</b>

**PATRIOTIC PURPOSES**

<b>APPROPRIATION</b>		<b>750.00</b>
Printing	62.57	
Flags and Holders	148.26	
Wreaths	190.00	
Refreshments and Prizes	57.93	
<b>EXPENDED</b>		<b>458.76</b>
<b>UNEXPENDED</b>		<b>291.24</b>

CABLE ADVISORY COMMITTEE

<b>APPROPRIATION</b>		<b>5,153.00</b>
Telephone/Internet Access	1713.29	
Electricity	1,751.52	
Office Supplies	116.22	
Equipment Repairs and Maintenance	1,161.78	
Copier Charges	12.37	
Minor Tools and Supplies	104.20	
Equipment Purchases	144.94	
<b>EXPENDED</b>		<b>5,004.32</b>
<b>UNEXPENDED</b>		<b>148.68</b>

CONSERVATION

<b>APPROPRIATION</b>		<b>1,957.00</b>
Property Management	529.94	
Wildlife Sanctuary Lease	1.00	
Publications	77.00	
Dues and Subscriptions	286.00	
Office Supplies	32.00	
Copier Charges	7.02	
Minor Tools and Supplies	22.05	
Equipment Purchases	459.85	
Mileage and Tolls	26.55	
Seminars and Annual Meeting	75.00	
Youth Fishing Derby	525.00	
<b>EXPENDED</b>		<b>2,041.41</b>
<b>DEFICIT</b>		<b>(84.41)</b>

INTEREST ON TAX ANTICIPATION LOANS

<b>APPROPRIATION</b>	<b>1.00</b>
<b>UNEXPENDED</b>	<b>1.00</b>

WARRANT ARTICLES

ALBUQUERQUE AVENUE CENTER SECTION CONSTRUCTION

<b>APPROPRIATION</b>		<b>502,392.00</b>
Vollmer Associates - Engineering Services	4,676.88	
Continental Paving, Inc.	497,211.62	
<b>EXPENDED</b>		<b>501,888.50</b>
<b>UNEXPENDED</b>		<b>503.50</b>

LIBRARY DRAINAGE SYSTEM

<b>APPROPRIATION</b>		<b>62,532.00</b>
Quantum Construction	1,603.26	
Unexpended Carry-Forward	60,928.74	
<b>EXPENDED</b>		<b>62,532.00</b>



**HIGHWAY BLOCK GRANT FUND**

Fund Balance - 12/31/04	361,278.60
2005 Revenues	166,943.52
Available Funds - 2005	528,222.12
Project Payments:	
Albuquerque Avenue Center - Warrant Article 8	344000.00
Fund Balance - 12/31/2005	184,222.12

**OUTSTANDING BILL PAYMENTS**

2004 Outstanding Payroll	24,580.29
2004 Executive	13.46
2004 Accounting	5,928.42
2004 Tax Collection	18.74
2004 Budget Committee	86.25
2004 Legal Expenses	912.01
2004 Planning Board	1,540.00
2004 Zoning Board	40.00
2004 General Government Buildings	1,376.84
2004 Police Department	250.21
2004 Fire Department	982.80
2004 Code Enforcement	13.58
2004 Highway Administration	28.34
2004 Highway Department	3,355.82
2004 Street Lights	17.45
2004 Sanitation Administration	37.25
2004 Solid Waste Disposal	2,543.36
2004 Health Department	16.30
2004 Recreation Department	1,008.41
2004 Library	3,336.53
2004 Patriotic Purposes	507.69
2004 Cable Committee	8.76
Total Payments	46,602.51

**PAYMENTS TO SCHOOL DISTRICT**

2004-2005 School Appropriation		3,314,349.07
2005-2006 School Appropriation	10,304,745.00	
Payments to School District	6,630,363.83	
Balance Due District	3,674,381.17	

**COUNTY TAX**

Hillsborough County Treasurer	788,506.00
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**PAYMENTS TO STATE**

Marriage Licenses & Records Fees	1,705.00
Dog License Fees & Population Control	3,172.50
	4,877.50

## DISCOUNTS, ABATEMENTS & REFUNDS

Property Tax Abatements	1,530.17
Property Tax Duplicate Payment Refunds	55,981.00
Town Clerk Registration Refunds	77.00
<b>Total</b>	<b>57,588.17</b>

## OPERATING TRANSFERS OUT

Federal Withholding Taxes	188,849.97
FICA Employee Contributions	54,370.87
Medicare Employee Contributions	21,217.66
Charitable Contributions	141.00
Employee Retirement Contributions	18,156.78
Police Retirement Contributions	51,295.34
Firefighter Retirement Contributions	8,815.34
BCBS Health Insurance Premiums	7,778.56
MTHP Health Insurance Premiums	26,431.00
Delta Insurance Premiums	3,590.96
Colonial Insurance Premiums	2,561.28
PD Union Dues	3,306.52
Garnishment	1,220.04
<b>Total Transfers</b>	<b>387,735.32</b>

REPORT OF THE TRUST FUNDS OF THE TOWN OF LITCHFIELD ON DECEMBER 31, 2005

Date of Creation	Name of Trust Fund	Purpose of Trust Fund	How Invested	Principal			Income			Grand Total of Principal & Interest End of Year		
				Balance Beginning Year	New Funds Created	Cash Gains or (Losses) Withdrawn	Balance End Year	Income During Year	Income Percent		Balance End Year	Expended During Year
1985	Capital Reserve	Town Celebration	Bank	1000.00			1000.00	1194.35	48.53	0.00	1242.88	2,242.88
1999	Capital Reserve	Farmland Development	Bank	100526.00			100526.00	11702.05	2482.09	0.00	14184.14	114,710.14
2000	Capital Reserve	Fire Facilities	Bank	15034.61			15034.61	0.00	332.51		332.51	15,367.12
1946	Selah Bixby	Library Use	Common Trust	111.68			111.68	85.29	6.3%	0.00	91.85	
1947	John Kennard	"	Bank	546.77			546.77	213.91	15.8%	0.00	230.36	
1968	Robert Chase	"	Money Market	2693.32			2693.32	1054.67	77.9%	0.00	1135.76	
				3351.77			3351.77	1353.88	100.0%	0.00	1457.97	4,809.74
	Aaron Cutler	Library	Bank									
		Maintenance	Money Market	22481.58		3229.65	25711.23	6735.85	4220.36	1603.26	9352.95	35,064.18
			Stocks	18955.75			18955.75					18,955.75
				41437.33			44666.98	6735.85	4220.36	1603.26	9352.95	54,019.93
	<b>Pinecrest Cemetery</b>											
1938	Mary Marsh	Lot	Common Trust	109.63			109.63	310.44	9.27	4.97	314.75	424.38
1945	Alphonse Powers	Maintenance	"	110.18			110.18	310.44	9.27	4.97	314.75	424.93
1946	Selah Bixby	"	"	1680.00			1680.00	4656.63	139.12	74.52	4721.23	6,401.23
1959	Mathew Campbell	"	"	108.84			108.84	293.20	8.76	4.69	297.26	406.10
1962	George Richardson	"	"	108.68			108.68	293.20	8.76	4.69	297.26	406.10
1965	Mark Campbell	"	"	109.23			109.23	310.44	9.27	4.97	314.75	423.98
1969	Warren Goodspeed	"	"	3988.47			3988.47	11072.43	330.80	177.19	11226.03	15,214.50
	<b>Total</b>			6215.03			6215.03	17246.77	515.26	276.00	17486.03	23,701.06
	<b>Hillcrest Cemetery</b>											
1926	Charles Parker	Lot	Common Trust	103.18			103.18	158.74	5.78	0.00	164.52	267.70
1944	Zoe Whitmore	Maintenance	"	110.02			110.02	170.95	6.22	0.00	177.17	287.19
1952	J.A. Corning/ G. Watts	"	"	109.55			109.55	170.95	6.22	0.00	177.17	286.72
1952	Franklin E. Bancroft	"	"	236.00			236.00	366.32	13.33	0.00	379.65	615.65
1956	E. L. Schneider	"	"	109.86			109.86	170.95	6.22	0.00	177.17	287.03
1960	Charles Leach	"	"	108.84			108.84	170.95	6.22	0.00	177.17	286.01
1965	D & W McQuesten	"	"	108.99			108.99	170.95	6.22	0.00	177.17	286.16
1965	J & C McQuesten	"	"	108.52			108.52	166.88	6.07	0.00	172.95	281.47
1966	Herbert Leach	"	"	108.44			108.44	166.88	6.07	0.00	172.95	281.39
1967	B & P Sournolle	"	"	108.28			108.28	166.88	6.07	0.00	172.95	281.23
1967	Wm & Gladys Locke	"	"	216.57			216.57	333.76	12.15	0.00	345.90	562.47
1970	Harold Hopwood	"	"	300.00			300.00	464.00	16.89	0.00	480.89	780.89
1978	Raymond Staples	"	"	500.00			500.00	773.34	28.15	0.00	801.48	1,301.48
1987	J & C McQuesten	"	"	400.00			400.00	618.67	22.52	0.00	641.19	1,041.19
	<b>Total</b>			2628.25			2628.25	4070.19	148.15	0.00	4218.34	6,846.59

REPORT OF THE TRUST FUNDS OF THE TOWN OF LITCHFIELD ON DECEMBER 31, 2005

Date of Creation	Name of Trust Fund	Purpose of Trust Fund	How Invested	Principal				Income		Expended During Year	Balance End Year	Grand Total of Principal & Interest End of Year
				Balance Beginning Year	New Funds Created	Cash Gains or (Losses) on Securities	Balance End Year	Balance Beginning Year	Income During Year Percent			
2005	School District Trusts	Capital	Money Market	0.00	50,000.00		50,000.00	0.00		0.00	227.18	50,227.18
2005	School Capital Imp.	Capital	Money Market	0.00	50,000.00		50,000.00	0.00		0.00	227.18	50,227.18
	Capital Education Fund	Capital	Money Market	0.00	50,000.00		50,000.00	0.00		0.00	227.18	50,227.18

Report of the Common Trust Fund Investments of the Town of Litchfield on December 31, 2005

No. of Shares or Other Units	Description of Investment	Balance		Proceeds From Sales	Balance		Income During Year	Expended During Year	Balance		Grand Total of Principal & Interest End of Year
		Beginning Year	End Year		Beginning Year	End Year			End Year		
	Pinecrest Cemetery	6215.03	6215.03		17246.77	515.26	276.00	17486.03		23701.06	
	Hillcrest Cemetery	2628.25	2628.25		4070.19	148.15	0.00	4218.34		6846.59	
	Library Common Trust	3351.77	3351.77		1353.88	104.09	0.00	1457.97		4809.74	
	Aaron Cutler Stock	18955.75	18955.75							18955.75	
139	AT&T Common					312.74					
664	Bell South					743.47					
262	Qwest					0.00					
1239	SBC					1598.53					
0	AT&T Wireless			3229.65		0.00					
225	Comcast					0.00					
370	Vodafone										
480	Lucent					0.00					
522	Verizon					835.20					
		18955.75	18955.75	3229.65		3489.94				18955.75	
<p>Note: SBC Acquired AT&amp;T to become AT&amp;T Inc. effective Nov. 18, 2005</p>											
<p>139 Shares of AT&amp;T Common converted to 108 Shares of AT&amp;T Inc.</p>											
<p>1239 Shares of SBC became 1239 shares of AT&amp;T Inc.</p>											

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# Vachon, Clukay & Co., PC

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*Certified Public Accountants*

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

## **REPORT ON INTERNAL CONTROL BASED ON AN AUDIT OF BASIC FINANCIAL STATEMENTS**

To the Board of Selectmen  
Town of Litchfield, New Hampshire

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Litchfield, New Hampshire as of and for the year ended December 31, 2005, which collectively comprise the Town of Litchfield, New Hampshire's basic financial statements and have issued our report thereon dated February 9, 2006. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

The management of the Town of Litchfield, New Hampshire is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with accounting principles generally accepted in the United States of America. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

In planning and performing our audit of the financial statements of the Town of Litchfield, New Hampshire for the year ended December 31, 2005, we obtained an understanding of the internal control structure. With respect to the internal control structure, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide an opinion on the internal control structure. Accordingly, we do not express such an opinion.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors and irregularities in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving

the internal control structure and its operation that we consider to be material weaknesses as defined above.

However, we noted certain matters involving the internal control structure and its operation that we have reported to the management of the Town of Litchfield, New Hampshire in a separate letter dated February 9, 2006.

This report is intended for the information of management and the Board of Selectmen. However, this report is a matter of public record, and its distribution is not limited.

*Wachon, Clukey & Co. PC*

February 9, 2006

## 2005 ANNUAL REPORT LITCHFIELD BOARD OF SELECTMEN

The year 2005 has been a mixed set of events for the Town of Litchfield.

As the Town's Chief Executive and Financial Officers, the Board of Selectmen has continued the support and guidance necessary to meet Litchfield's present and new challenges. Our residents expect sound management of all of our community's resources, and we are working to meet that challenge.

We are aware that the past few months have been extremely difficult and draining for the community as a whole. We are taking this opportunity to directly report to the citizens of Litchfield concerning the current status of the Litchfield Police Department. In June of 2005, the Board of Selectmen reviewed the Probationary contract of the Chief of Police. The majority of the Board made the difficult decision not to renew the contract of the Chief. Deciding to revert the Chief's status back to Master Patrolman, as called for in the contract, and not wanting to air all the particulars of deficiency to the public, the Chief was told of this decision. The Chief chose to fight the demotion in court and won his job back on the grounds that the Court held that there could be no such contract between the Town and a Police Chief even though both parties had agreed to it. (Legislation is now being processed to change the RSA so that there can be such a contract.) At this writing, that, and the controversy over Lt. Gaudet, have been settled by three decisions made by a Judge. The Board of Selectmen, in the best interest of the town, has chosen to forego any further litigation and bring the full attention of the Board and Police Department back to the business of making Litchfield a strong and viable community. The Police Chief has been returned to duty and the administrative Lieutenant is also back on the job. It is the strong desire of the Board of Selectmen that this chapter in our history be closed and despite the unpleasant atmosphere of the time we pray, some good may well have come of the incident. Despite turmoil and confusion the Litchfield Police Department has again served the community well. People have stepped up to fill holes in the ranks to get the job done. A well-deserved "Thank You" to Lt. Gerry Millette for stepping up to take charge of the Department while the issues were sorted out. There is no one among us in Litchfield more keenly aware of the pain and tribulation our community has endured than the members of our Board. No one has found any pleasure in this process. We have attempted to address the serious issues before us in as reasonable manner possible. As a community, we should all be moving forward to put these matters behind us and to provide our community with the best services possible that we collectively deserve and expect.



There were a series of very intense snowstorms that began the rapid depletion of the Town Highway budget. Subsequent smaller snow and ice events coupled with severe cold temperatures added to the draw down of Highway Department resources. The severe winter weather and then one of the wettest spring and summers on record further eroded our infrastructure to the point that planned culvert work was put off in favor of emergency road and culvert repairs. Road Agent DeCosta obtained for the Town, two FEMA emergency fund grants due to the two early snowstorms that helped keep the department out of the red.

In June, we saw the completion of the Albuquerque Highway from Page road in the south to 3A in the north. After several years of trying, the Town voted to complete the center section of the highway from Meadowbrook to Hillcrest. It was a long time in coming but surely has enhanced the flow of traffic from north to south in the town.

Still on the bright side of things, the people at the incinerator have done an excellent job of controlling costs and keeping the facility running in fine shape with a minimum of labor and fuel costs. Dave Mellen, Incinerator Manager, has begun the process of moving the facility from an incinerator-centered unit to a transfer station by securing pricing and location of the machinery. This is in anticipation of EPA requirements for a change.

The Fire Department has experienced a significant increase in calls and Chief Schofield and his staff has served the town in an outstanding manner. They have shown good monetary control in spite of the great increase in the number of calls. It should be mentioned that Chief Schofield and his firefighters, in a show of great cooperation and fiscal responsibility, have opted to not ask for a much-needed new fire station at this time.

The job of reassessment is well on its way toward completion. We hope to see the results in mid to late summer with full implementation by year's end.

The Cable Committee has done an exceptional job of airing as many meetings as possible. They have some encouraging plans for the future.

To all Town officers, and employees we express our sincere appreciation for your dedicated service to the citizens of Litchfield throughout the past year. Keep up the good work! This is also a time to thank the many volunteers in our Town that make the sacrifices of time and energy to do the Town's business, without which the Town would not function.

Those volunteers serve on the following boards and committees:

The Planning Board, Zoning Board of Adjustment, Conservation Commission, Recreation Commission, Budget Committee, Checklist Supervisor, Town Moderator and voting day staff and counters, Library Trustees, Cable Committee, Pinecrest,

Meeting House and Hillcrest Cemetery Associations, The Historical Society, and last but not least the nearly forty Volunteer Firemen of the Litchfield Fire Department. If we have missed any group or person, please consider yourself included and thanked. In all, there are over 125 volunteers from this list and many more who are not listed but pitch in to help the Town function. To these people go a hardy Thank You!

We look forward to a much more prosperous and productive year in 2006 and ask the help of the Townspeople to achieve this goal. The Town has openings on many of it's boards and committees and invites anyone interested in any one of those departments to come to the Selectmen's office to inquire about serving. We also invite any and all to come to the various meetings held in the Town Hall. Your input is welcome.

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

## AARON CUTLER MEMORIAL LIBRARY 2005 DIRECTOR'S REPORT

2005 was a hectic year due to the loss of Children's Librarian Stephanie Deeter and Adult Services Librarian Maureen Meagher in the spring. Both librarians moved out of state to pursue better financial opportunities, and did so within two weeks of each other. While very sad to see them go, they have both moved on to great situations for their families. New librarians began work on the same day—the first day of the summer reading programs. Children's Librarian Carrie-Anne Pace and Adult Services Librarian Ann McKillop were thrown to the wolves, with training promised in September.

Summer reading was truly a group effort this year, with Maureen and Stephanie doing a lot of the prep work, myself doing "tweaking" and planning, and Ann and Carrie-Anne handling the execution. Our new librarians rose to the occasion, and once again we had three very successful summer reading clubs. This year, 179 children joined "Camp Wannaread" for a 6-week reading adventure that included arts-and-crafts, contests, and other fun learning events. Thirty-three teens and tweens took their own 7-week "Summer Reading Quest" involving reading, weekly contents, trivia, book reviews, and a special Harry Potter Party. "DiaL "R" FoR ReaDiNG" was the theme for our 8-week adult summer reading club, in which 47 adults participated through reading, reviews and drawings. Special thanks to Jolt Electric & Oil Burner Service, Wilson Farms, Pantry Pride, Tim's Turf, and the Friends of the Library for underwriting a number of the activities; and McDonald's of Hudson and Appletree Cinemas for providing the reading incentives. Other programming continued in 2005 as well. Children enjoyed monthly Take 'n Makes, a visit from Clifford the Big Red Dog, Library Survivor, and a float contest in our Holiday Parade. Teens turned out for Library Survivor, Teen Trivia Night, and the Year of the Dog. Adult patrons participated in the All Booked Up book discussion group, a Cookie Recipe Swap, and the Favorite Authors Notification Club.

Once summer reading was over, and everyone caught their breath, new staff had a chance to concentrate on training and collection development. Ann and Carrie-Anne attended a variety of workshops provided by the State Library, and added many great titles to the "new" shelf.

The cataloging of older library materials is nearly finished. All that remains is the video collection, magazines, audio, and odds-and-ends that were on loan and missed. Once this is finished, we'll be ready to finalize the automation process by purchasing barcode scanners, receipt printers, and plastic library cards.

The library now has a web presence at [www.cutlerlibrary.blogspot.com](http://www.cutlerlibrary.blogspot.com) to keep patrons informed about library happenings. Aside from event postings, patrons can also make interlibrary loan requests online, search a good portion of our catalog, and give their opinion here and there.

Drainage work funded by a 2005 warrant article was expected to begin in the fall, but had to be postponed until spring 2006 due to the extremely wet season. The Library Board of Trustees has requested a 2006 warrant article to reconstruct the Florence C. Center Young Readers' Room on the lower level of the library, as well as correct surface flow problems at the north end of the building. The Young Readers' Room has been unavailable since the water intrusion of August 2003, and has resulted in the loss of much of our programming, most of our space and the storage of nearly half of our collection.

The Friends of the Library have struggled greatly this year. While people continue to join the group, no one has been interested in volunteering or taking a leadership role in the group. For the second year in a row, the group has one officer—Gilles Bard, Treasurer. Thank goodness we still have him! While still able to provide monetary support, the Friends were unable to put on their Annual Book Sale or introduce a new Holiday Ornament. The Porch Sale held in September, as well as the ongoing sale in the lower level hallway, has been done through the efforts of library staff. Please consider taking on a role in this worthy organization in 2006.

We would also like to thank all those who volunteered their time to the library in 2005, including the many “volunteens” and adults who helped with the summer reading club, Matt Deeter and Paul Graham for keeping our technology working, and the Garden Club who has kept the library in bloom.

Finally, I would like to thank the library staff for making another fine year. Ann, Carrie-Anne, Cheryl Brigham, Emily Aniskovich, Kelly Bois, and Alex Robinson all provided terrific service to the community. We all look forward to the day when the Young Readers' Room reopens, and Story Time can once again be held three times a week, after-school activities for kids and teens can take place, internet service can be provided, and more adult programming can be developed.

### 2005 Library Statistics

Visits	9810	Materials Added	836
Average Visits/Day	51 (+6%)	Purchased	812
Circulation	18748 (+2%)	Gifts	71
Patrons Added	301	Materials Deleted	305
Total Patrons	4932	Total Materials	14904

Respectfully submitted by,

Vicki Varick  
Library Director

## AARON CUTLER MEMORIAL LIBRARY REPORT

The Aaron Cutler Memorial Library has always had a dedicated staff who have gone out of their way to keep our library a vital part of our community. This year has been difficult with the Children's Room still unable to be used due to the water problems.

In 2005 we saw many changes in the staff at the Aaron Cutler Memorial Library. Maureen Meagher and Stephanie Deeter both left their positions because of moves out of state. This was a double loss, as their husbands, Matt Deeter and Paul Graham were our Technical Volunteers. This was a big loss to us, but a gain to their new communities. Ann McKillop was hired as our new Adult Services Librarian and Carrie Ann Pace was hired as our new Children's Librarian. We hope they are enjoying their new positions and wish them good luck. Many thanks to our long-time Library Assistant Cheryl Brigham. One page, Tyla Carroll, left to go to college, but we are lucky to have Emily Aniskovich and Kelly Bois as our pages.

Chris Huston completed a project installing plastic around the library's foundation to help with water issues. He did this on a voluntary basis. Thank you Chris.

We continue to be unable to utilize our entire building due to water problems in the Children's Room. We are hopeful that a Warrant Article will be placed on the ballot for the completion of the work on the Children's Room. It is unfortunate that much of our collection is in boxes due to space issues. We have signed a contract to have the gravity drain installed in the Spring of 2006.

We are especially excited by our new Blog at <http://www.cutlerlibrary.blogspot.com> "READ 4 The FuN oF iT @ Aaron Cutler Memorial Library. We have all sorts of information about the library and its special events. Be sure to check it out.

In closing, I want to thank my dedicated fellow board members. They give up their free time to attend our monthly meetings and they also investigate and locate information needed for our meetings. They also take the time to arrange the annual library reception for all our volunteers. We were sorry to see Rita Blackadar withdraw from the Board, but were lucky to have Diane Jerry come onto our Board. My special thanks go to Vice-Chairman Michele Parzych, Treasurer Amy Goldstein, Secretary Sheila Huston and our wonderful library director, Vicky Varick.

Respectfully submitted,  
Mona H. Lepine, Chairman  
Library Board of Trustees

# ANIMAL CONTROL 2005 ANNUAL REPORT

Litchfield Residents:

This report summarizes the activities of the Litchfield Animal Control Department, for calendar year 2005.

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

First I would like to thank the Litchfield Lions Club for donating a dog door. It will be installed at the kennel so that the dogs that are visiting can go from inside of the kennel to the outside run. It will also provide a weather tight seal to preventing heat loss.

This year 291 residents did not license their dog/s on time. As of this report there are still 37 dogs unlicensed. Please remember dog licenses expire on April 30th of each year and rabies vaccination must be up to date before licensing. Wild animal calls went from 54 in 2004 to 87 calls in 2005. Dogs running at large went from 44 in 2004 to 59 in 2005. Dogs are not allowed to run loose. The number of dogs running at large can be reduced for 2006 by keeping your dog/s secured at all times.

## **The following is NH. Law:**

**RSA 466:31 II a** If a dog is "at large" which means it is off the premises of the owner or keeper and not under the control of any person by means of personal presence and attention as will reasonably control the conduct of such dog.

### **RSA 466:31-a Penalties. –**

I. Any person who violates any provision of RSA 466:31 shall be guilty of a violation; provided that if such person chooses to pay the civil forfeiture specified in paragraph II, the person shall be deemed to have waived the right to have the case heard in district or municipal court and shall not be prosecuted or found guilty of a violation of RSA 466:31. Any person who does not pay the civil forfeiture specified in paragraph II shall have the case disposed of in district or municipal court.

II. Any person who violates any of the provisions of RSA 466:31 shall be liable for a civil forfeiture, which shall be paid to the clerk of the town or city wherein such dog is owned or kept within 96 hours of the date and time notice is given by any law enforcement officer to the owner or keeper of a dog in violation of RSA 466:31. If the forfeiture is paid, said payment shall be in full satisfaction of the assessed penalty. The forfeiture shall be in the amount as specified for the following violations:

(a) \$25 for the first nuisance offense under RSA 466:31, II(a), (b), (c) or (d); \$50 for the second nuisance offense committed within 12 months of the first nuisance offense under RSA 466:31, II(a), (b), (c) or (d).

Respectfully submitted,  
Gerry Pilon

<b>Civil Summons</b>	<b>2004</b>	<b>Revenue</b>	<b>2005</b>	<b>Revenue</b>
Unlicensed Dog	27	\$675.00	15	\$375.00
Dogs Running At Large	3	\$75.00	8	\$200.00
Nuisance	1	\$50.00	1	\$50.00
Menace	1	\$50.00	0	
Vicious	0	~	3	\$300.00
No Tags	0	~	0	
Rabies Vaccination	11	\$275.00	1	\$25.00
Kennel Fees	2	\$20.00	6	\$90.00
To Appear In Court	0		2	
<b>Total</b>	<b>45</b>	<b>\$1,145.00</b>	<b>36</b>	<b>\$1,040.00</b>

<b>Warnings</b>	<b>2004</b>	<b>2005</b>
Unlicensed Dog	255	291
Dogs Running At Large	41	51
Nuisance	9	14
Menace	0	1
Vicious	1	1
No Tags	4	6
Rabies Vaccination	34	25
<b>Total</b>	<b>344</b>	<b>389</b>

<b>Wild Animal Calls</b>	<b>2004</b>	<b>2005</b>
Bat	0	0
Bear	0	0
Beaver	1	4
Bird	6	12
Coyote	10	6
Deer	10	21
Fisher	2	2
Fox	3	3
Goose	1	1
Horse	4	11
Mink	0	0
Moose	1	0
Muskrat	0	0
Opossum	0	0
Porcupine	0	1
Rabbit	0	0
Raccoon	2	7
Skunk	3	5
Snake	2	0
Squirrel	2	2
Turkey	0	1
Turtle	0	1
Woodchuck	4	0
Wild Animals Tested For Rabies	0	0
Birds Tested For West Nile	0	0
Trap Set For Wild Animal	1	2
Disposal Of Wild Animal	2	8
<b>Total</b>	<b>54</b>	<b>87</b>



<b>Other Calls For Service</b>	<b>2004</b>	<b>2005</b>
Calls About Cats	16	21
Cat Adoptions	0	0
Cat Bites Or Scratches	2	0
Cats Hit By Motor Vehicle	0	0
Cats To Another Shelter	0	0
Cats Euthanized	0	0
Cats Tested For Rabies	1	0
Cats Brought To Kennel	1	0
Stray / Abandoned Cats	1	0
Feral Cats	0	0
Trap Set For Cats	0	0
Dog Adoptions	0	0
Dog Bites	9	7
Dogs Hit By Motor Vehicle	3	3
Dogs Left In Motor Vehicle	0	0
Dogs To Another Shelter	0	0
Dogs Euthanized	2	3
Dogs Tested For Rabies	0	3
Dogs Picked Up	39	46
Dogs Brought To Kennel	21	25
Cruelty To Animals	0	0
<b>Total</b>	<b>95</b>	<b>108</b>
<b>Licensed Dogs</b>	<b>1,479</b>	<b>1,454</b>

<b>Telephone</b>	<b>2004</b>	<b>2005</b>
In Station	147	127
Out Station	152	107
In Home	71	82
Out Home	365	408
<b>Total</b>	<b>735</b>	<b>724</b>

### **Hours Worked**

In Town	313	251
At Home	187	163
At Kennel	9	13.5
Training	8	8.5
<b>Total</b>	<b>517</b>	<b>436</b>

### **Vehicle**

Mileage	4596	3915
Cost For Gas	\$856.47	\$1,162.00
Tolls	0	0

BUILDING DEPARTMENT  
REPORT OF THE CODE ENFORCEMENT OFFICER

Three were one thousand six hundred thirty (1630) building and associated permits issued during the year 2005 and were classified as follows:

Description	Building Permits Issued	Associated Permits Issued	Estimated Valuation
Dwelling Units	125	875	38,100,000.00
Additons/Renovations	40	80	1,200,000.00
Breezeways/Garages	25	25	975,000.00
Decks/Porches	25	25	625,000.00
Swimming Pools	30	30	510,000.00
Utility Sheds	27		45,000.00
Individual Sewage Systems	27	27	270,000.00
Individual Test Pits	25		50,000.00
Individual Electrical	30		90,000.00
Individual Plumbing/Gas Piping	25		25,000.00
Individual Water Wells	2	2	5,000.00
Individual Foundations	7		70,000.00
Individual Fuel Tanks	10	10	20,000.00
Chimney/Fireplaces	10	10	25,000.00
Commercial Renovations	2	6	25,000.00
Detached Garages	5	5	150,000.00
Temporary Mobile Homes	3	3	
Sun Rooms	6	6	120,000.00
Temporary Sign	2		
Occupancy	109		
	535	1104	
Total Estimated cost on Construction Completion			42,305,000.00
Permit Fees Received and Deposited to General Fund			121,323.00
Escrow Fees Collected and Deposited to the various Escrow Funds			548,537.02
Total Fees Collected			669,860.02

## ADMINISTRATION AND STATISTICAL REPORT

Single Family Units	30
Older Person Units	95
Older Person Community Buildings	2
Violation Notices	8
Court Cases	0
Complaints	37
Scheduled Inspections	2014
Unscheduled and Re-Inspections	523
Telephone calls received for information and Radio Dispatching	11,400
Informational assistance given to walk-ins	3650

Respectfully Submitted,  
Roland E. Bergeron  
Code Enforcement Officer

# LITCHFIELD CABLE ADVISORY COMMITTEE

## 2005 Annual Report

December 31, 2005 marks the end of the eleventh year of work by the Litchfield Cable Advisory Committee. This is the seventh annual report being submitted to the Litchfield Board of Selectmen and citizens of Litchfield. During this time, the committee members have worked collaboratively with the Board of Selectmen in the oversight and coordination of the services provided to the town in the area of cable television. As in past years, the Cable Advisory Committee takes great pride in their accomplishments and the services that they provide to the town of Litchfield. In this report I will attempt to review the highlights from the past year, particularly the work accomplished by the individual committee members, and progress on goals that have been set.

### Highlights for 2005-

We welcomed a new member to the Cable Committee serving as an alternate, Rob Fay. Welcome Rob! Rob's expertise in the broadcast world will be well served on the committee. Rob has a particular interest in working with interested townspeople to train them in television production. Information on this will be forthcoming.

Cable Committee member Scott Cavanagh created a 'Charter of the Litchfield Cable Committee'. This document covers the responsibilities of the Cable Committee and is a comprehensive business plan that spans five years and beyond. Many details regarding the operation of our broadcasting facilities, television production training (as it becomes available), and other valuable information is included in this document. It will be made available for public viewing.

Cable Committee member David Hunt, who has extensive experience building computers, has been hard at work keeping our computer systems at the town broadcasting facility humming along. Computers that David has built are used to program the video that is played on our local channels, 20, 21, and 22. Many of the message slides that are seen on these channels are also created on the machines that David maintains.

As many of you may know the cable company that currently holds our cable franchise, Adelpia Communications, has decided to sell our town cable system (and many neighboring systems) to Comcast Corporation. Cable Committee member John Beaulieu worked hard to represent the Town at the consortium meetings (organized by the Towns affected by the transfer) as well as to insure that the Town received fairness and representation during the transfer hearings. This transfer is expected to close sometime in 2006.

In regards to the programming that you see on local cable channels 20, 21, and 22, it takes many hours a week to program the computers and load and maintain the automated playback systems. Cable Committee members Cindy Couture and Tim Kearns (especially Tim Kearns) provide the overall bulk of this labor. Without Tim

(and Cindy to back him up) we would be hard pressed to maintain our current very busy programming schedule. Cindy does this in addition to the many volunteer hours she already handles serving on the School Board, Budget Committee, and other boards. Tim maintains the studio (when he is not off fighting fires-literally) and has continued to be our liaison with the schools and often helps the students with sports programming which can be seen from time to time on the channels. Thanks to them both.

I would also like to mention our Selectmen's rep, Jack Scheiner. Among his many duties as a member of the Board of Selectmen he has taken the assignment to work with the Cable Committee. We could not ask for a better representative. Present a problem, Jack immediately comes up with a solution. If it costs money Jack will figure out a way to get the best price for the Town or get it done for nothing. Often that means that Jack will do it himself. The Town and the Cable Committee are being well served and we are grateful for Jack's continued assistance.

At the close of 2005 we continue to operate three local channels, seven days a week, twenty-four hours a day that provide Selectmen, Budget, and School board meetings (both live and re-broadcast) as well as local school sporting events produced with the help of the Campbell High School staff and students.

In projecting ahead to future goals, the Cable Advisory Committee again looks to an exciting opportunity rich year. An important aspect of the committee's work will be to continue to work collaboratively with the present cable company and town officials, and to provide an orderly transition from Adelphia to Comcast. We will continue to work with the Campbell High School video club to provide television production training to students and an expansion of offerings for live and recorded TV broadcasts. Lastly, the Cable Advisory Committee will strive to continue its work with other local communities to share information and resources.

In closing, I am proud to present the 2005 Annual Report of the Litchfield Cable Advisory Committee. Hopefully this summary will keep the residents of Litchfield up to date on the important work that is underway. I would also like to take this opportunity to extend my recognition and appreciation to the Litchfield Cable Advisory Committee members. As I've written in the past, their dedication, knowledge, technical assistance, self sacrifice and patience have proven invaluable.

Respectfully Submitted, Dick Pentheny, Chairperson

### **Litchfield Cable Advisory Committee**

John Beaulieu

Scott Cavanagh

Cindy Couture

David Hunt

Tim Kearns

Dick Pentheny (Chairperson)

**Selectmen's Rep.** Jack Scheiner

**Alternate** Rob Fay

## ANNUAL REPORT OF THE LITCHFIELD CONSERVATION COMMISSION

A municipal conservation commission is established, under the authorization of NH RSA 36-A, "for the proper utilization and protection of the natural resources and for the protection of watershed resources of said city or town." The Litchfield Conservation Commission (LCC) is pleased to report our activities of 2005.

In April we worked with the Nesenkeag Organic Farm of Litchfield and employees of Timberland Corporation of Stratham, NH to plant dogwood trees at Parker Park (Rte. 3A and Pinecrest Rd.). Timberland Corp. employees also did major bridge repairs at the park.

In April we hosted the 24<sup>th</sup> annual Children's Fishing Derby on Chase Brook with approximately 75 children and their parents in attendance. The Commission buys brook trout from a private hatchery and the State matches the trout we purchase. The stream is opened up to all anglers after the derby. We thank Gene Ducharme, of Talent Road, for his generous use of the ponded area on Chase Brook and the adjacent property that he owns so we can host the derby in a safe environment.

This year we lost two extremely valuable members. Torene Tango-Lowy has moved to Manchester to have a shorter commute to work. Torene was active on our many site walks, as recording secretary for the commission, helping with the adopt-a-hwy program on Rte. 3A and generally wherever we needed her.

Marjorie Pitcher another long time member has taken to the open road in retirement with husband Steve. Marjorie was a major mover of our prime wetlands study and author of our four brochures we publish for public information. We wish both ladies the best of luck in their new homes.

Currently Roger St.Laurent maintains the commission managed property at Moore's Falls Conservation Area. With the help of our brush mower he maintains the walking trail and open fields. Roger also built and maintained a beaver box to control flooding in the Moore's Falls area. The Commission is working with Local and State officials to clear up the erosion problem caused by flooding on the trolley track at Moore's Falls.

We were fortunate to have two Eagle Scout projects in Town this year. At Moore's Falls Conservation Area Scout Matt Jones placed water bars on the trail to the river done to slow the flow of water on the slope. The second project was a kiosk at the Revolutionary Muster Grounds built by Scout David Durand.

The Conservation Commission meets at 7 p.m. on the first Thursday of each month in the Town Hall conference room. We would welcome your comments and questions.

Respectfully submitted,

Tom Levesque, Chairman

Joan McKibben, Vice-Chairman

Marjory Pitcher

Torene Tango-Lowy

Roger St. Laurent, Jr.

Ray Peeples, Selectmen's Representative



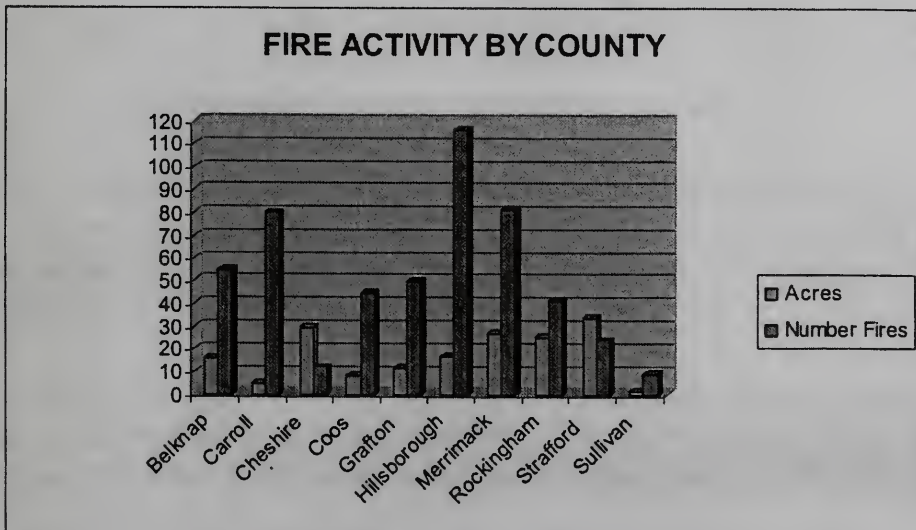
# REPORT OF FOREST FIRE WARDEN AND STATE FOREST RANGER

Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests & Lands work collaboratively to reduce the risk and frequency of wildland fires in New Hampshire. To help us assist you, please contact your local Forest Fire Warden or Fire Department to determine if a permit is required before doing ANY outside burning. A fire permit is required for all outside burning unless the ground is completely covered with snow. The New Hampshire Department of Environmental Services also prohibits the open burning of household waste. Citizens are encouraged to contact the local fire department or DES at 1-800-498-6868 or [www.des.state.nh.us](http://www.des.state.nh.us) for more information. Safe open burning requires diligence and responsibility. Help us to protect New Hampshire's forest resources. For more information please contact the Division of Forests & Lands at (603) 271-2217, or online at [www.nhdf.org](http://www.nhdf.org).

Fire activity was high during the first several weeks of the 2005 fire season, with red-flag conditions issued by the National Weather Service and extreme fire danger in the southern and central portions of the state. This period of increased initial attack activity prompted a 5-day ban on open burning, the first such ban in several years. Despite the dry conditions, the state's largest wildland fire was contained at 29 acres. Our statewide system of fire lookout towers is credited with keeping the fires small and saving several structures this season due to their quick and accurate spotting capabilities. Fires in the wildland urban interface damaged 10 structures, a constant reminder that forest fires burn more than just trees. Homeowners should take measures to prevent a wildland fire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles, and maintaining adequate green space around your home free of flammable materials. Additional information and homeowner recommendations are available at [www.firewise.org](http://www.firewise.org). Please help Smokey Bear, your local fire department and the state's Forest Rangers by being fire wise and fire safe!

### 2005 FIRE STATISTICS

(All fires reported as of November 4, 2005)



<b>CAUSES OF FIRES REPORTED</b>			<b>Total Fires</b>	<b>Total Acres</b>
Arson	2	<b>2005</b>	513	174
Campfire	34	2004	482	147
Children	29	2003	374	100
Smoking	40	2002	540	187
Debris	284			
Railroad	1			
Equipment	7			
Lightning	5			
Misc.*	111	(*Misc.: power lines, fireworks, electric fences, etc.)		

**ONLY YOU CAN PREVENT WILDLAND FIRE**

## LITCHFIELD HIGHWAY DEPARTMENT 2005 ANNUAL REPORT

The Town of Litchfield Highway Department was actively involved in many road maintenance projects and once again worked tirelessly throughout the snow removal/winter maintenance season. This part-time department has full-time responsibility and at all times operates with the interest of public safety as most important. There were no road projects completed as part of the 10-year Road Surface Management program due to budget constraints.

I submit the following as 2005 accomplishments:

- At long last, the final section of Albuquerque Avenue from Meadowbrook Lane to Westview Drive, along with the Bike/Pedestrian path, has been completed. This section of road now allows the unobstructed flow of traffic from Page Road to Route 3A.
- I continued to work with the Board of Selectman, the engineers and the Public Works Department from the Town of Derry on the companion wastewater treatment line under Corning Road. This Inter-Municipal agreement, tentatively scheduled to be installed in 2006, will be beneficial to the Town of Litchfield as a way to upgrade the road surface and correct the water drainage problem on Corning Road.
- The Town of Litchfield qualified for Federal Emergency Management Agency (FEMA) monies for two 2005 snowstorms. I was instrumental in preparing and submitting the appropriate documents and as a result the Town was reimbursed for a combined total of \$48,352.60 for expenses incurred during those events. These monies went directly back to the Highway Department budget.
- Once again, in the interest of public safety I had the town's main roads re-striped, all town roads swept, and over 40 standing dead trees removed from the roadside to avoid possible accidents or damage.
- Supervised and coordinated the use of the Hillsborough County Work Assistance Program for 2 weeks to assist with brush cutting, spring clean up and scraping and painting of Town snow plows as annual preventative maintenance. This is a low cost program for the Town.
- The snow removal and winter maintenance season, as always, keeps us busy, due to the heavy level of precipitation. The Town of Litchfield Highway Department takes pride in providing safe, clean roads for the transportation

of all residents and students. I would like to thank all the people involved with this endeavor especially Gilles Fauteux and Herve Faucher, of the Litchfield Highway Department and all of our contractors:

M.J. Anger Enterprises Inc.

Mark Anger

Ron Buxton

Eric Reed

Eagle Paving

Mark Reilly

Digger D's Landscape

Dan Vaillancourt

Doug St. Laurent

Keith Pierce

Jonathan Anger

Les Blundon

Buck's Landscaping

Clifford Hibbard

The above men are hard working and conscientious. The snow removal/winter season would not be possible without their help.

I would like to thank all the departments in the Town for their assistance, including Police Chief Joseph O'Brion and his department as well as Fire Chief, Tom Schofield and his department, the Town administrative office staff Terry Brodeur, Lori Dogopoulos and Cecile Durocher. A special thanks to Town Clerk Theresa Briand and her staff Patricia Gibeault and Claire Croteau.

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

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

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

Respectfully submitted,

Gerard J. DeCosta

Road Agent

**HILLCREST CEMETERY ASSOCIATION**  
**NOTES TO FINANCIAL STATEMENT**  
**December 31, 2005**

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

**CASH/SAVINGS**

Checking Account – St. Mary's Bank	\$ 2,556.76	
Savings Account – St. Mary's Bank	5,400.00	
Certificate of Deposit – St. Mary's Bank	<u>9,828.69</u>	
		\$17,785.83

**CONTRIBUTIONS**

Town of Litchfield	\$ 400.00	
Sale of Cemetery Lots	<u>3,000.00</u>	
		\$ 3,400.00

**INTEREST INCOME**

St. Mary's Bank (NOW)	\$ 6.17	
St. Mary's Bank (Savings)	25.29	
St. Mary's Bank (CD)	<u>226.29</u>	
		\$ 257.75

Treasurer's Report  
Litchfield Hillcrest Cemetery Association

Warren W. Adams, Treasurer

**INCOME STATEMENT**  
**(As of December 31, 2005)**

**INCOME**

Contributions	\$ 400.00	
Sale of Cemetery Lots	3,000.00	
Interest Income	<u>257.75</u>	
		<b>\$ 3,657.75</b>

**OPERATING EXPENSES**

Maintenance	\$2,055.52	
Filing Fees	75.00	
Memorial Day Flowers	<u>49.00</u>	
		<b>\$ 2,179.52</b>

**NET INCOME (LOSS)**

**\$ 1,478.23**

**BALANCE SHEET**

**December 31, 2005**

**ASSETS:**

Cash	\$ 2,556.76	
Savings	5,400.38	
Certificate of Deposit	<u>9,828.69</u>	
<b>TOTAL ASSETS:</b>		<b>\$17,785.83</b>

**LIABILITIES:**

Current Liabilities	-0-	
Equity		
Principal Fund	\$16,307.60	
Net Income (Loss)	<u>1,478.23</u>	
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<b>\$17,785.83</b>

# ANNUAL REPORT OF NRPC ACTIVITIES FOR THE TOWN OF LITCHFIELD

## Land Use and Environmental Planning

Lower Merrimack River Watershed Management Plan – During FY05, NRPC has been working with the Town on the Watershed Management Plan for the Lower Merrimack River. This year NRPC has been developing the base datasets for the analysis and conducting watershed audits in the four communities that make up the Lower Merrimack River Watershed.

Water System Interconnectivity and Mutual Aid Study – This year NRPC completed phase I of the Water System Interconnectivity and Mutual Aid Study. This study is designed to improve the security of the water systems in southern New Hampshire by showing how they can work together if any water system should lose part of its water supply through nature or manmade event. This was accomplished by cataloging and analyzing data on every major water system in the southern New Hampshire region as well as points at which those water systems are interconnected or could be interconnected. NRPC also worked during the course of the year to solicit grant funds and support from the water systems for Phase II of the study. Phase II will be an engineering study which will analyze several different water system failure scenarios and identify the amount of water that can be moved from other areas to support the water systems that have experienced the failure.

Brownfields – Worked with New Hampshire Department of Environmental Services to identify Brownfield sites in Litchfield eligible for state and federal funding for assessments.

Regional Stormwater Coalition – The Regional Stormwater Coalition is an initiative by NRPC to bring together communities required to meet NPDES Phase II stormwater mandates to share information and resources. Six meetings of the Regional Stormwater Coalition were conducted this year. In addition, NRPC also sponsored an all day training workshop in January. This workshop provided town staff with training on approaches to meeting stormwater management requirements for new construction and field inspection techniques to insure that the requirements were met.

Planning Board Training – Conducted two training workshops during the fiscal year for Planning Board members: a workshop on the Site Plan and Subdivision Review was held in March 2005 and Training Housing Solutions for New Hampshire was held in July 2005.

Regional Housing Needs Plan – This year NRPC prepared and adopted its 2004 Regional Housing Needs Assessment. This report identifies the need for new housing in the Nashua region and provides an extensive database of information that can be used by Litchfield in planning for the housing needs of the community.

Model Affordable Housing Ordinance – This year NRPC also researched methods of providing affordable housing and prepared a Model Affordable Housing Ordinance. This ordinance provides several different methods communities like Litchfield can use to create incentives for affordable housing without a local subsidy.

Regional Resource Conservation Committee – During the year, NRPC conducted six meetings of the Regional Resource Conservation Committee. This group is organized and sponsored by NRPC to provide information and training as well as support for conservation committee members from all NRPC communities.

Household Hazardous Waste Program – The Household Hazardous Waste (HHW) Program provides residents of the region with the opportunity to dispose of common household chemicals in an appropriate fashion so that pollution of the region's watersheds and groundwater can be avoided. An electronics recycler also participates in these events enabling attendees to dispose of high tech items such as old computers, phones, TV's and other appliances that include hazardous materials. Five HHW events were held this year that were attended by 65 Litchfield households.

Regional Build-out Impact Study – Prepared the Regional Build-out Impact Study. This study identifies the potential build-out of the Town of Litchfield under existing policies. NRPC staff met with planning board members to review and revise the analysis to fit Litchfield's specific situation. The report also analyzes the impact of build-out on municipal systems such as roads, schools, solid waste, water, police and fire.

## **Transportation**

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

Traffic Data Collection – Conducted 8 traffic counts in Litchfield in the past year. These traffic counts are available for use by the Town and NRPC can conduct special counts upon request. This year NRPC also updated the NRPC website with a special interface to allow anyone to access any of the traffic counts NRPC has conducted by clicking on a map of count location in Litchfield.

Regional Bicycle and Pedestrian Plan – in June 2005, NRPC adopted its updated Regional Bicycle and Pedestrian Plan. This plan identifies the key bicycle and pedestrian facilities in the region as well as approaches communities can follow for developing their bicycle and pedestrian transportation system.



Lowell-Nashua Commuter Rail – FY05 was a year in which NRPC and regional municipalities made a great deal of progress on the Lowell-Nashua Commuter Rail project. A major step forward this year was our identification of a method to pay the local match for the project using a Tax Increment Finance District. Also this year we secured approval of a contract to conduct engineering and environmental studies through the New Hampshire Executive Council and have seen rapid progress on those studies.

Nashua-Manchester Commuter Rail – In FY05 we were also successful in getting the next phase of the commuter rail project which will extend from Nashua to Manchester identified in the transportation reauthorization. This will allow NRPC to work with next steps in extending commuter rail in New Hampshire.

Regional Traffic Model – This year NRPC completed a full update of the regional traffic model. This model is now sufficiently detailed that it can be used to analyze the traffic impacts of nearly any type of new development or change in the road network. This capability is available for Litchfield use whenever there is interest, without cost, and has been used by several NRPC members this year as they have considered the impacts of new development.

Long Range Transportation Plan – During FY05, NRPC completed and adopted its most recent update of the region's Long Range Transportation Plan. This plan identifies the transportation plans and policies of the region. In addition, it is a vital step in moving important projects forward for funding by New Hampshire DOT.

### **Geographic Information System (GIS)**

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

Prepared and published the NRPC Standard Map Library for Litchfield. These four standard maps show the Town's Roads and Town Facilities, Environmental and Conservation Areas, Existing Land Use and an Aerial Image of the Town. Two sets of these maps have been provided to the Town.

Provided town volunteers with all the existing GIS data on CD for use on town projects. This data has been developed and maintained by NRPC and would have cost many thousands of dollars for the Town to develop on its own.

Completed regular maintenance tasks and performed updates to the Litchfield GIS data which is maintained by NRPC, including digitizing new roads, parcels, protected lands, zoning changes, trails, social service or child care providers, land use and other baseline data.

Mapped and analyzed trends relative to real estate transactions for the year to maintain a tool for monitoring sales trends.

Prepared and/or disseminated Census 2000 data in GIS format for local or regional reports.

Addressed numerous mapping requests from the town officials and the public.

Continued to update and expand the regional annotation layers for improved clarity, accuracy and detail in mapping tasks.

**PINECREST CEMETERY ASSOCIATION OF LITCHFIELD, NH**

**BALANCE SHEET**

**DECEMBER 31, 2005**

ASSETS

Current Assets:

Cash	\$ 576.41
Savings	6,043.60
Certificates of Deposits	<u>5,418.25</u>

Total Current Assets \$12,038.26

Total Assets \$12,038.26

LIABILITIES & STOCKHOLDERS EQUITY

Current Liabilities: \$ 0.00

Long Term Liabilities: 0.00

Equity:

Principal Fund \$12,703.25

Income Fund \$ 470.96

Net Income (Loss) After Taxes (1,135.95) \$ (664.99)

Total Stockholders Equity 12,038.26

Total Liabilities & Stockholders Equity \$12,038.26

**PINECREST CEMETERY ASSOCIATION OF LITCHFIELD, NH**

**INCOME STATEMENT**

**FOR TWELVE MONTHS ENDED DECEMBER 31, 2005**

Income		
Contributions	\$ 676.00	
Interest Income	<u>123.12</u>	
		\$ 799.12
Operating Expenses:		
Landscaping	\$1,206.00	
Professional Fees	235.00	
Water	226.07	
Flowers	168.00	
Filing Fees	<u>100.00</u>	
Total Operating Expenses		<u>\$ 1,935.07</u>
Net Income (Loss) After Taxes		<u><u>\$(1,135.95)</u></u>

**PINECREST CEMETERY ASSOCIATION OF LITCHFIELD, N.H.**

**NOTES TO THE FINANCIAL STATEMENTS**

**DECEMBER 31, 2005**

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

CASH

Checkbook - Citizen Bank	<u>\$ 576.41</u>
--------------------------	------------------

SAVINGS

Citizen Bank	<u>\$6,043.60</u>
--------------	-------------------

CERTIFICATES OF DEPOSITS

<u>Bank</u>	<u>Amount</u>
Citizens Bank	\$1,000.00
Citizens Bank	4,418.25
	<u>\$5,418.25</u>

CONTRIBUTIONS

Town Trustees	\$276.00	
Town of Litchfield	<u>400.00</u>	
		<u>\$ 656.00</u>

INTEREST INCOME

<u>Type</u>	<u>Amount</u>
Savings/Checking	<u>\$ 123.12</u>

## 2005 PLANNING BOARD ANNUAL REPORT

The Litchfield Planning Board is made up of volunteers appointed by the Board of Selectmen to serve the town by guiding and making recommendations related to the development of the municipality. This year we had a board of 6 members and one alternate appointed. Litchfield can be thankful that there are enough people who are not only interested in the development of our town, but also willing to give the countless number of hours required to do this vital Board's work. You will notice at the end of our report that there are still open positions for alternates on the Planning Board. Any of us would be most happy to talk with anyone in Town that has an interest in volunteering for the Town in this capacity. While it is not difficult work, it does require a willingness to put in the time it takes to learn the position.

In 2000, the voters in Litchfield adopted a growth Ordinance. This has significantly slowed down the rate of single-family housing. While the language of the ordinance called for it to expire in 2006, your Planning Board has introduced legislation, which will come before town Meeting to extend the life of our current Growth Ordinance for 2 more years. We strongly believe that a thorough study of the implications of this ordinance are in order as we explore the various areas where the town build-out study supports the passing of the Growth Ordinance to prevent further deficiencies throughout Litchfield.

Projects that have come before the Planning Board this year provide for the development of approximately 160 acres within the Town and will translate into 39 additional single-family homes and 99 units of housing for the older persons. Not all of these dwelling will be built immediately because of the lack of permits issued. This is possible due largely in part to our Growth Ordinance.

In 2005, we finalized the approval of the Capital Improvements Plan (CIP). This should act as a good tool to disperse major improvement in Town over a five-year time frame. We also started work on Commercial Site Plan Regulations to control the design and characteristics of buildings and commercial projects to maintain the character of the Town. The fee schedule for the Planning Board was updated passing all appropriate fees on to the applicant, therefore alleviating any financial burden to the Town. Digital Data submissions also became a requirement this year in order to keep pace with technology.

In 2005, we said good-bye to our co-chairmen John Blackadar and Gregg Jeffrey. They were a valuable pair that will be difficult to replace and greatly missed. We also had to say good-bye to Ruth Lavigne, our recording secretary. We welcomed Lori Dogopoulos and thank her for filling the vacancy. We also welcomed Leon Barry as a full member and Jayson Brennan as our alternate.

We are very appreciative of the Board of Selectman for their leadership, guidance and great encouragement to help this Board do the best job we can. A special thank you goes out to Joan McKibben for her dedication and devotion to making this Board as productive as it is. Thank you as well to Steve Wagner of the Nashua Regional Planning Commission for making sure that we make our decisions within the bounds of State Law and the Ordinance and Regulations of our Town.

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

Respectfully submitted by,

Steven Perry	Chair	2008
Charles Valenti	Vice-Chair	2007
Mary Ann Geist	Clerk	2008
Raymond Peeples	Selectmen's Rep	
Alison Douglas	Member	2006
Leon Barry	Member	2007
Open Position	Member	
Jayson Brennan	Alternate	
Open Position	Alternate	
Open Position	Alternate	

# LITCHFIELD POLICE DEPARTMENT

## ANNUAL REPORT 2005

Honorable members of the Board of Selectmen  
Litchfield Residents

Ladies and Gentlemen,

It brings me great pleasure as your Chief of Police to submit for your perusal the Annual Report of your police department for the year 2005.

This has been a most difficult year for all at the police department, but it is times of turmoil that brings out the true character of people. I can assure you that I have seen this first hand. A majority of your police force is filled with professional, compassionate, and dedicated men and women. I have worked in the police field for several years and I am proud to be associated with the Litchfield Police Department.

I feel that during tough times when your character is being challenged you must reach deep down within oneself and remember your core values and never let them be compromised. Our code of conduct in part states, "*I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of police service. I will constantly strive to achieve these objectives and ideals, dedicating myself to my chosen profession—law enforcement.*"

I would like to thank each member of the community for their support. It is heartfelt to not only myself but also my family.

We are back on track of getting to the business of providing public safety to the community we serve. I am striving to put back in place our Community Policing programs. The programs I feel are essential for our community include the D.A.R.E Program, School Resource Officer, and Triad Programs. These programs will return in full swing as soon as vacancies on the road patrol are filled

As of this writing we are in the process of filling two full-time vacancies. I would like to wish the best of luck to Officer Christopher Blastos and Master Police Officer Matthew Elliott on their career endeavors.

The police department will strive to provide the highest levels of training for your police personnel. Some of the training I would like to see continued and started for this year is of high liability issues facing officers on a daily basis. This would be but not limited to pursuit driving, use of police equipment, domestic violence, use of force, evidence procedures, to name a few.



As an administrator it is important to provide some of our newer police officers with training that includes police basics such as crime scene investigation, photography, traffic accident investigations, etc... Then for the more experienced police officer advanced courses in police prosecution, evidence custodian, and supervision courses to provide a solid foundation for their careers as police officers.

We will continue to apply for grant monies to help move our police department into the future. One of the areas I feel is essential in a time of emergency would be the radio communications interoperability between town departments. Currently we lack the ability for the police, fire, and highway department to communicate simultaneously. This is an issue that has plagued agencies from all over the country. There is new technology that could alleviate this problem without changing our current radio system. This would probably be the most cost effective way to reach our goal. Research still needs to be done in this area, but the benefits would be tremendous.

The OHRV patrols (off road vehicle) will be back out this spring. The patrols are funded mostly by State of New Hampshire grant monies. We have seen a drastic decrease in criminal mischief activities since the patrols were implemented. The patrols also were instrumental in solving a quality of life issue that was vexing residents, namely noise complaints from other OHRVs.

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

Officer	Annual	Overtime	Details
Lt. Gaudet	\$63,544.53	\$1,624.96	\$520.00
Lt. Millette	\$63,815.60	\$5,159.72	\$922.50
Cpl. Donnelly	\$65,296.01	\$8,643.51	\$3,945.00
MPO Savage	\$54,101.91	\$3,960.66	\$3,319.50
MPO Paquette	\$64,163.21	\$9358.84	\$5,040.50
Off. Hartley	\$47,799.19	\$5,541.15	\$9,302.50
Off. Costa	\$44,589.15	\$5,924.08	\$3,163.13

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

In closing I appreciate all the tireless work our police staff provides this wonderful town. It is your dedication to this truly great profession that makes you exceptional employees.

Respectfully,  
Joseph E. O'Brion, Jr.  
Chief of Police

## Legal/Detective Bureau

The legal bureau has remained busy this year. A considerable amount of time is put into each case as it goes through the legal process. Obviously, the more severe cases require more investigative time and correspondences to and from defense attorneys including legal responses to the court. Case preparation is very important and takes place outside of the courtroom.

The prosecutor will review every officer's case going to court and research the merits for a trial. Criminal cases can be very involved requiring a number of witnesses at trial along with evidence to be introduced. One important measure that the legal bureau does is to contact victims to get their input on case dispositions. The prosecutor gives recommended dispositions after considering such things as prior convictions, victim input, and severity of the charges.

As the Town of Litchfield grows the position of Police Prosecutor has become demanding enough to consider separating it from the Detective Bureau. Some of the surrounding police departments have chosen to hire an attorney and legal secretary to handle the legal bureau. For now, the Litchfield Police Department utilizes a police officer with special training. The legal bureau handles violations, misdemeanors, felony probable cause hearings, and juvenile matters at the Merrimack District Court. For our felony cases we work in conjunction with the Hillsborough County Attorney's Office who will then see prosecutions through the Superior Court system.

The detective bureau oversees all criminal investigations. Patrol officers are often hands on with cases from start to finish. However, cases that come along which require assistance for technical expertise or for logistical reasons, will involve the detective. A detective response enables the patrol officer the ability to leave the crime scene to continue his/her patrol duties. The detective also has advanced training in the collection of evidence which becomes crucial if and when that case goes to trial.

Litchfield has seen its share of property crimes such as thefts, criminal mischief, and burglaries. Sexual assaults and drug cases continue as well. As the Internet grows, so do the number of criminals using it. Fraud cases on the internet are monetarily affecting Litchfield residents who get involved in a financial transaction with an unknown party. It is usually a good idea to think twice before jumping into a deal that seems too good to be true. Identity theft is also becoming more common. The detective bureau continues to work with various local, state, and federal agencies concerning criminal cases of mutual interest.

The legal/detective bureau has the good fortune to have quality officers who care about their job, and the community they work in. Their outstanding work product makes the tasks at hand that much easier.

Respectfully submitted,  
Corporal David A. Donnelly  
Legal/Detective Bureau

# Report of the Patrol Lieutenant

## FY 2005

The Patrol Lieutenant reports directly to the Chief of Police and is responsible for directing and supervising the Patrol Function of the Police Department. In addition, the Patrol Lieutenant is responsible for scheduling our officers for duty, vacations and other time off, training classes and schools. The Patrol Lieutenant is also tasked with scheduling and supervising the Training Function of the Department and for other such duties as assigned by the Chief of Police.

## PATROL

I am pleased to report on the activities of the Litchfield Police Department Patrol Division. As you well know, if you have contact with a member of the Litchfield Police Department it will most likely be a patrolman. Patrolmen are the backbone of any police department. Patrolmen do the lion's share of the work. The Litchfield Police Department is no different. Your patrolmen are called upon to perform a variety of duties. These tasks run the gamut of being as routine as trying to capture a stray canine to being as unique as responding to a subject who is armed and threatening to commit suicide.

We have not had a significant terrorist incident in this country since September 11, 2001. However, that has not changed the fact that we live in a country that is still at war. One of the unique things about this war is that there are enemy forces living among us. Another unique development is that for the first time, police, fire and emergency medical service personnel are on the front line. Consequently, we have had to adapt and adjust the way that we deliver emergency services to the public. What was formerly taken as a routine call can now take on significantly greater dimensions. Our tasks would be much more difficult without the support of the community that we serve. I want to take this opportunity to express my gratitude and the gratitude of all members of the Police Department for your support.

The patrolmen of the Litchfield Police Department strive to make the streets of Litchfield as safe as possible. We try to accomplish this by being aggressive in the enforcement of the motor vehicle rules of the road. Unfortunately, there has been an increase in the number of motor vehicle crashes. This past year of the 100 accident reports that we took there were, thankfully, no fatalities and only 25 of the accidents resulted in personal injury. Most of the injuries that were sustained were not serious. Upon reviewing the accident reports I find that most people driving on our roadways use their seatbelts which I submit accounts for the relatively low number of injuries.

The ranks of our patrolmen have been reduced in both our full time as well as our part time ranks. Consequently, we had to operate without our full-authorized complement of police officers this past year. All department personnel have tried to take up the slack and have tried very hard to maintain the high level of professional law enforcement services that you have come to expect.

### Career Enhancement

To help meet the new challenges that confront us as police professionals we participate in various training programs. To maintain certification police officers must attend at least 8 hours of in-service training per year. In addition, each officer must qualify with the issued firearm as well as the department shotgun. Finally, each officer must attend a 4-hour class of Firearms Safety, Use of Force, Emergency Vehicle Operation and related topics.

Some of the training that officers have participated in are:

- School Safety
- 2005 Law Update
- Breath Test Operator Re-certification
- Response to Active Shooter Scenario's
- National Incident Management System
- Conflict Resolution through Effective Communication
- Pedestrian/Bicycle Crash Investigation
- Shotgun Instructor
- Property and Evidence Room Management

We try to be diligent in preparing your officers to be able to discharge their duties and render the best law enforcement service possible. This would not be possible without your continued support. Again, thank you for your support!

Respectfully Submitted,

Lt. Gerard A. Millette  
Patrol Lieutenant

## 2005 OFFENSE LOG STATISTICS

Arrests	2004	2005		2004	2005
Adult	216	150			
Juvenile	55	41			
Protective Custody	8	12			
Abandoned 911 Calls	86	67	Harassment	40	42
Alarms	207	199	Hindering Apprehension	5	1
Alcohol, Prohibited Sales	6	4	Identity Fraud	9	2
Alcohol, Unlawful Possession	32	9	Illegal Night Hunting	0	1
Animal Involved Incidents	68	70	Insurance Fraud	0	1
Arson	1	1	Involuntary Emergency Admission	8	2
Assaults (All)	48	38	Issuing Bad Checks	19	9
Attempt to Commit Destruction	2	2	Lost Property	22	28
Attempt to locate	2	2	Medical Emergency	153	127
Attempted Suicide	6	4	Missing Person	14	18
Bench Warrant	3	3	Neighbor Dispute	14	17
Burglary	15	10	Noise Complaint	58	58
Burglary, Attempt to Commit	3	3	Obstructing Report of a Crime	3	2
Bylaws as to Non Attendance, School	0	2	Open Door/Unsecured Building	51	53
Child Neglect	0	1	Paperwork Service	124	140
Civil Standby	30	25	Pawn Shop Sales	15	18
Computer Related Crime	3	2	Pistol Permit Application	52	57
Contributing to the Delinquency of a Minor	0	1	Police Information	258	258
Criminal Mischief	100	82	Police Service	275	310
Criminal Threatening	31	25	Receiving Stolen Property	5	6
Criminal Trespass	22	33	Resisting Arrest	2	2
Deceptive Business Practices	0	2	Runaways, Habitual	25	25
Default/Breach of Bail Conditions	7	2	Selling Air Rifles to Young Persons	0	2
Department Assist	91	61	Sex Offenders, Registration of	8	12
Disturbance in School	1	2	Suspicious Activity	88	83
Dog Control/Running at Large	46	54	Suspicious Persons	49	44
Dog a Menace, Nuisance/Vicious	19	12	Suspicious Vehicles	6	2
Dog, License required	0	2	Theft	113	37
Domestic Disturbance	54	65	Theft by Unauthorized Taking	0	5
Drug Law Violation	40	19	Theft from a Motor Vehicle	0	9
Duty of Parent/School Attendance	0	1	Theft of Services	9	6
Endangering Welfare of a Child	0	1	Theft of a Motor Vehicle	7	4
Extortion, Attempt to Commit	0	1	Tobacco Violations	5	12
False Information	0	1	Town Ordinance Violation	19	31
False Personation	0	1	Truancy	6	4
False Report to Law Enforcement	4	1	Unlawful Activities (Littering)	13	25
False Swearing	0	1	Unruly Juvenile	7	6
Felon/Possession of Dangerous Weapon	1	1	Untimely Death	3	1
Fire	31	29	Unwanted Person	2	9
Fireworks, Display of	0	2	Vehicle Repossession	0	4
Fireworks, Possession of	5	1	Violation of Probation/Parole	5	2
Forgery	7	1	Violation of Protective Order	14	4
Found Property	31	4	Welfare Check	37	38
Fraudulent Use of Credit Card	2	2	Witness Tampering	4	2
Handgun, Carrying W/O Permit	0	2	Business Checks	11,643	15,215
			Vacant Property Checks	230	204

## 2005 Motor Vehicle Statistics and Summonses

	2004	2005
Motor Vehicle Accidents	65	99
Accident, Conduct after	18	17
Accident, False Report	0	1
Accident, Police Report Required	10	11
Abandoning a Vehicle	3	7
Alcohol, Transporting	7	13
Alcohol, Transporting by a Minor	0	1
Allowing an Improper Person to Operate	1	3
Approaching Emergency Vehicles	2	4
Assist Motorist	60	63
Checkups	79	26
DWI	44	30
Defective Equipment	3	7
Disobeying a Police Officer	6	8
Disorderly Conduct	37	24
Failure to Dim	0	1
Failure to Yield	0	1
Headlights, Failure to Turn on	1	1
License, Fail to Obtain	1	1
License, Name, Address Change	0	2
License, Possession of	7	9
Negligent Driving	0	1
Obstruction of Driver's View	0	2
OHRV Complaints	44	22
OHRV, Unregistered	0	3
Operating after Suspension/Revocation	9	27
Operating without a Valid License	8	3
Passing on the Right	1	2
Probationary License	1	2
Reckless Conduct	1	9
Registration, Address, Name Change	0	1
Registration, Possession of	11	1
Registration, Suspended	0	1
Road Hazard	0	14
Road Rage	2	1
School Bus Violation	24	18
Speed	95	84
Stop Sign	7	10
Turn Signal Required	0	4
Uninspected	20	8
Unauthorized Use of a Propelled Vehicle	1	4
Unregistered	0	7
Unsafe Tires	0	1
Yellow Line	7	9



## 2005 WARNINGS

	2004	2005
Allowing an Improper Person to Operate	1	1
Approaching Emergency Vehicles	0	3
Child Restraints Required	0	1
Defective Equipment	657	647
Driving on Divided Ways	0	17
Emergency Lights Prohibited	1	1
Failure to Dim	28	56
Failure to Signal	2	7
Following too Close	27	7
License, Name/Address Change	2	4
License Required	43	24
Littering	4	2
Misuse of Plates	138	137
Motorcycle License Required	0	1
Negligent Driving	8	2
OHRV Operation	11	7
OHRV, Unregistered	0	7
Operating after Suspension	0	1
Reckless Driving	11	4
Registration Required	46	24
School Bus Violation	0	1
Speed	822	653
Speed, Minimum Required	7	2
Stop Sign	69	94
Stopping, Standing, Parking Prohibited	3	1
Turn Signal Required	14	18
Unregistered	2	6
Uninspected	107	99
Vehicle Entering from Driveway	0	3
Wrecker, Special Lighting Required	0	1
Yellow Line	144	138

## 2005 COMMUNICATIONS CENTER STATISTICS

	2004	2005
<b>Radio Communications</b>	17,579	16,109
<b>Telephone Communications</b>	16,755	14,661
<b>911 Calls</b>	176	203
<b>Walk In Service</b>	2,331	2,160

## Communications Report

The Litchfield communications center, under the supervision of the Chief of Police is responsible for maintaining effective and efficient communications between the public, officers and other agencies by receiving, recording and dispatching general and emergency information quickly, calmly and accurately. We are committed to providing the highest quality dispatching services to our community, striving to be progressive, embracing opportunities through the effective leadership of the Chief of Police, and individual responsibility; proud of whom we are, what we do, and what we can achieve.

We assist with the control and release of official copies of reports to outside agencies and the general public, prepare and submit monthly UCR reports to the State of New Hampshire, compilation of department statistics and many other tasks too numerous to mention.

Litchfield is a great town with a vibrant, diverse population. We enjoy the benefits of a fully supportive community with high confidence in our abilities to provide the highest levels of police service. The working relationship between our department and the community continues to grow stronger every year. A good relationship with the community is imperative in our department. It is the most effective way to stop crime now, and to prevent it in the future. You will find that Chief O'Brion is a dedicated, enthusiastic Chief who is committed to providing the best law enforcement services possible, developing community partnerships, making this community a fantastic place to live and work.

Respectfully,

Sharon Harding-Reed

# LITCHFIELD RECREATION COMMISSION

## 2005 ANNUAL REPORT

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

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

Social and recreational programming for youth, families and adults continued in 2005. We continued a limited free family film series and have increased our partnering with other civic groups and the schools to provide recreational opportunities for the community. The Recreation Commission used its group buying power to sell discounted movie, Water Country, and Six Flags tickets saving thousands of dollars for Litchfield families. A special thanks to the Town Clerk's Office for making it easy for residents to buy tickets to our programs. We are always looking for new ideas, and are particularly interested in your suggestions for additional adult and senior activities. We also will be expanding our partnering efforts with the schools, school based groups, and other civic organizations.

The LRC is constantly working to improve the physical facilities used for recreation. In 2005 we continued field improvements at the Corning, Brickyard, and Roy Memorial Park facilities by pooling our resources with the Litchfield Baseball Association, Youth Soccer, and Girl's Softball. We will continue with this type of group cooperation to improve and expand the physical facilities for the residents of Litchfield. We also completed a number of maintenance and improvement projects at Talent Hall. A major maintenance effort was completed at the Skate Park for 2005. For 2006 we are planning to improve the access to Parker Parker Park on Charles Bancroft Highway (route 3A) south of Griffin Memorial School and the nature trail there that was built in cooperation with Nesenkeag Cooperative Farm along Nesenkeag Brook.

For athletic programming the LRC oversees Recreation Basketball and helps facilitate the Litchfield Baseball Association, Youth Soccer, and Girl's Softball.

These programs continue to expand with about 400 youths involved with the basketball program, over 350 in youth baseball, 400 in spring and fall soccer, and 200 in girls' softball. There were an additional 150 participants in the summer youth soccer camps. The Litchfield Girl's Softball League also continues to provide scholarships through their fund raising. Last year they granted \$1500 to five Campbell High senior girls. We are continuing to form closer ties with all the sports groups in the town and the school programs. All these programs continue to expand to the point that demands for usage during peak seasons exceeds available resources. The LRC is committed to developing additional facilities within the town to meet these demands in cooperation with the schools and sports organizations.

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

Financially the LRC did well in 2005. Through fiscal responsibility and good management we finished the year under budget. 2006 will continue to be a major fiscal challenge, but we are committed to continue to deliver the highest level of facilities and programming we can within these budgetary constraints.

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

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

Respectfully Submitted,  
Horace Seymour  
Chairman  
Litchfield Recreation Commission

# LITCHFIELD ZONING BOARD OF ADJUSTMENT ANNUAL REPORT FOR 2005

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

This past year the Board heard testimony and make decisions on 21 cases. This was the busiest year in my 10 years serving on this Board. Fourteen of these were requests for variances of which 8 were granted and 6 were denied.

There were 5 requests for Special Exception. These all dealt with wetland issues. Two of the requests were granted and 1 was denied. A fourth one was withdrawn at the applicant's request. The fifth one was dismissed because the Board felt it dealt with the same request that it had ruled on in a previous decision. In making these decisions the Board relied heavily on the expertise of the town's Conservation Commission.

There were 2 requests for appeals of administrative decisions. In one case the ruling of the Code Enforcement Officer was upheld and the other one was withdrawn before a decision was made.

I'd like to thank the Board members for the time they spent this past year performing this important service for the town; especially for those few midnight meetings were the Board persevered. I'd also like to thank Jennifer Lawrence, our recording secretary, who took our minutes during the most of the year. Unfortunately Jennifer had to leave us because of other commitments. We now welcome back Robin Gann who was our recording secretary a few years ago.

We could always use additional alternate members. So if you are interested please let the Selectmen know or come to one of our meetings.

Respectfully submitted,

Greg Lepine, Chairman

Laura Gandia, Vice Chairman

John Regan, Clerk

John Brunelle

Richard Riley

Albert Guilbeault, Alt

John Devereaux, Alt

**Election / Ballot Voting Results**  
**Town of Litchfield**  
**March 8, 2005**

Moderator John Regan led the assembly in the Pledge of Allegiance to the American flag and then declared the polls open at 6:55 a.m. By mid-afternoon, a blizzard had created difficult driving conditions, and the Moderator extended polling hours until 7:30 p.m. in order to provide commuters with an extra "cushion" of driving time. The polls were declared closed at 7:40 p.m., when the last voter had completed voting.

Ballot clerks on duty were Joan McKibben, Bertha Mieckowski, and Patricia Regan. Sixty (60) new voters registered through the course of the day, bringing the checklist up to five thousand, one hundred thirty nine (5,139). Two thousand, two hundred thirty four (2,234) ballots were cast, including ninety (90) absentees; this was a turnout of 43% of eligible voters.

Results follow:

**Municipal Votes**

Article 1, Election of Officers:

Selectmen, two three-year terms:

M. Patricia Jewett	1419 elected
Raymond C. Peeples, Jr.	1217 elected
Alfred C. Raccio	594

Budget Committee, two three-year terms:

William Spencer	1519 elected
Dennis Miller	62 write-in elected

Budget Committee, one one-year unexpired term:

Brian McCue	61 write-in elected
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Fire Chief, one one-year term:

Dwayne Hogencamp	648
Thomas B. Schofield	1373 elected

Library Trustees, two three-year terms:

Michaela Huston	36 write-in elected
Diane Jerry	31 write-in elected

Library Trustees, one one-year term:

Amy Goldstein	1567 elected
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Library Trustees, one two-year unexpired term:  
Mona H. Lepine 1548 elected

Road Agent, one one-year term:  
Gerard J. DeCosta 1316 elected  
Roderick W. Jones 565

Town Clerk / Tax Collector, one three-year term:  
Theresa L. Briand 945 elected  
Carrie-Anne Pace 868

Treasurer, one three-year term:  
Horace W. Seymour 1539 elected

Trustee, Town Trust Funds, one three-year term:  
Horace W. Seymour 1511 ineligible because of election as Treasurer

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

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

(This amendment had Planning Board approval.)

Yes 1596 carried  
No 451

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

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



(This amendment had Planning Board approval.)

Yes 1417 carried

No 546

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

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

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

(This amendment had Planning Board approval.)

Yes 1470 carried

No 532

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

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

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

(This amendment had Planning Board approval.)

Yes 1687 carried

No 379

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

(Three-fifths ballot vote required. This had been recommended by the Board of Selectmen and the Budget Committee.)

Yes 1044

No 1088 defeated

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

NOTE: This warrant article (operating budget) didn't include appropriation in any other warrant article.

Yes 1150 carried  
No 874

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

Yes 1452 carried  
No 707

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

Yes 898  
No 1179 defeated

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

Yes 852  
No 1259 defeated

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

Yes 1199 carried  
No 916

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

Yes 1046 carried  
No 1035

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

Yes 1181 carried  
No 876

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

Yes 1435 carried  
No 605

## School District Votes

(For complete wording of ballot questions, see report in School District records.)

### Election of Officers:

Moderator, 3-year term: John Regan 56 write-in elected

Philip Reed 33 write-in

School Board, 3-year term: Cynthia Couture 1398 elected

School Board, 1-year term: Dorothy Beauregard 1501 elected

Clerk, 3-year term: Lynn Baddeley 1549 elected

Treasurer, 3-year term: Lynn Baddeley 1493 elected

Article 1, new elementary school: Ballots Cast: 2191

60% needed to carry: 1315

Yes 1193

No 998 defeated

Article 2, zeroed-out petition article for new school and alterations to Griffin:

Yes 656

No 1374 defeated

Article 3, operating budget:

Yes 1234 carried

No 870

Article 4, sell or convey Griffin Memorial School and property:

Yes 1048

No 1083 defeated

Article 5, replace Middle School roof:

Yes 1571 carried

No 567

Article 6, lease-purchase F-350 pickup truck:

Yes 849

No 1290 defeated

Article 7, establish capital reserve fund:

Yes	1143	carried
No	970	

Article 8, expand part-time computer literacy teacher @ Litchfield Middle School to full-time:

Yes	1227	carried
No	913	

Article 9, part-time music teacher @ Campbell High School:

Yes	1188	carried
No	957	

Article 10, implement public kindergarten by 2008:

Yes	1194	yes
No	948	

Article 11, fund technical assistance for GASB accounting standards:

Yes	1106	carried
No	998	

Article 12, appoint deputy School District treasurer:

Yes	923	
No	1157	defeated

Article 13, delegate determination of default budget to Budget Committee:

Yes	595	
No	1413	carried

A true record of Election Day activity, attest:

Diane L. Jerry  
Town Clerk (retiring)  
March 9, 2005

2005 TOWN OFFICERS AND EMPLOYEE EARNINGS

DEPARTMENT	PERSONNEL	EARNINGS
SELECTMEN'S OFFICE: (The secretarial and clerical personnel also serve as staff to the Building, Health, and Highway Departments, Zoning Board and various committees)	Jewett, Marilyn P.	1,844.00
	Peeples Jr, Raymond	1,844.00
	Pinciario, John E.	1,844.00
	Scheiner, Jack	1,844.00
	Williams, Cecil A.	1,844.00
	Durocher, Cecile G.	65,069.07
	Brodeur, Theresa S.	39,758.73
	Dogopoulos, Lorraine E.	42,335.29
TOWN CLERK/TAX COLLECTOR'S OFFICE:	Briand, Theresa L.	28,733.26
	Textor, Patricia A.	37,716.40
	Croteau, Claire L.	22,581.59
	Jerry, Diane L.	13,370.58
TOWN TREASURER:	Seymour III, Horace W.	4,552.00
	Rau, Eberhard W.	1,200.00
TRUSTEES OF TOWN TRUST FUNDS:	Hartling, Sheryl M.	82.00
	Parker-Ferren, Jane	82.00
	Seymour III, Horace W.	20.50
VOTER REGISTRATION & ELECTIONS:	Lepine, Christine E.	308.00
	Redding, Robert M.	308.00
	Reed, Shirley-Ann	328.90
	Regan, John G.	161.71
	Regan, Patricia	148.39
	Reed, Philip M.	136.65
	McKibben, Joan A.	150.48
	Mieckowski, Bertha A.	156.75
	Coyne, Vanessa	20.90
TOWN HALL, LIBRARY AND TALENT HALL CUSTODIANS AND GROUNDSKEEPER:	Wonson, Arthur R.	13,619.83
	Robinson, Alexandra	3,231.56
	Seymour IV, Horace W.	4,025.05
PLANNING BOARD:	McKibben, Joan A.	12,566.59
POLICE DEPARTMENT: (Includes Special Detail Wages and Uniform Allowances)	O'Brion Jr., Joseph E.	62,386.05
	Gaudet, James R.	63,544.53
	Millette, Gerard A.	63,815.60
	Costa, Jeffrey S.	44,589.15
	Donnelly, David A.	65,296.01
	Elliott, Matthew L.	51,416.22
	Hartley III, Russell	47,799.19
	Paquette, Paul O.	64,163.21
	Savage, Heath H.	54,101.91
	Bennett, Robert D.	22,333.09

Dunn, John R.	3,199.84
Harris, Steve P.	4,976.20
Jones, Frank E.	12,754.87
Mulholland, Shaun W.	4,524.33
Soraghan, Brian J.	414.07
Diviny, Paula J.	37,112.53
Harding-Reed, Sharon A.	38,488.61
Bessette, Carol A.	21,839.13
Blastos, Christopher	38,252.46
Connolly-Repole, Cynthia A.	37.50

FIRE DEPARTMENT:

Schofield, Thomas B.	15,077.79
Nicoll, Douglas M.	61,983.77
Adams, Warren W.	942.22
Allard, Paul	5,836.24
Barton, Steven J.	3,145.33
Biron, Andre R.	115.28
Blundon, Leslie W.	3,035.01
Cady, David M.	701.19
Croteau, Michael G.	3,928.13
Doherty, Eric R.	797.28
Engwer, Andrew W.	331.51
Frink, Norman J.	6,323.84
Garand, Pierre J.	1,160.73
Gilbert, Stan R.	2,910.53
Hood, Bradford J.	3,686.34
Jack III, Roy W.	778.6
Jones, Roderick W.	2,038.63
Kearns, Timothy F.	401.91
Lang, David M.	3,221.99
Lang, Ryan W.	6,367.35
Leite, Robert M.	2,360.22
Lemay, Mark T.	367.46
Martell, Joseph J.	8,466.99
McInerney, William J.	3,928.34
Newell, Jeffrey A.	3,880.51
Nolan, Gregory J.	1,886.17
Pelletier, Joseph A.	1,261.42
Perrin III, Leslie R.	5,102.53
Pinard, Normand J.	1,938.31
Rea Jr., James E.	703.27
Ricard, Jason	2,606.48
Richardson, Timothy M.	3,986.33
Ross, Joseph C.	620.95
Rumrill, Larry O.	2,162.38
Schofield, Brian	4,106.39
Shea, Matthew J.	3,697.39
Slater III, John J.	1,386.41
Travis Jr., John F.	2,058.97
Welch II, Robert W.	115.28
Hebert, Timothy J.	32,805.31

BUILDING DEPARTMENT:	Bergeron, Roland E.	61,305.40
	Lynch, Kevin	3,910.00
	Malley, Thomas J.	1,776.00
HIGHWAY DEPARTMENT:	DeCosta, Gerard J.	26,340.54
	Fauteux, Gilles J.P.	23,814.61
	Faucher, Herve G.	1,989.98
	Blundon, Leslie W.	886.23
	Gilbert, Stan R.	172.92
	Martell, Joseph J.	57.64
	Rumrill, Larry O.	57.64
	Rossignol, Ryan R.	192.80
	Worster, Joshua D.	278.16
SOLID WASTE DISPOSAL:	Mellen, David L.	36,917.96
	Worster, David E.	20,635.16
	Faucher, Herve G.	19,280.63
	Rossignol, Ryan R.	5,954.13
	Worster, Joshua D.	11,960.06
HEALTH DEPARTMENT:	Jones, Roderick W.	1,252.00
ANIMAL CONTROL OFFICER: (Includes mileage allowance)	Pilon, Gerald F.	11,308.61
LIBRARY:	Varick, Vicki L.	32,541.97
	Aniskovich, Emily G.	2,185.78
	Bois, Kelly E.	548.41
	Brigham, Cheryl R.	15,352.70
	McKillop, Ann M.	9,735.80
	Pace, Carrie-Ann	10,567.51
	Carroll, Tyla M.	1,920.59
	Deeter, Stephanie P.	8,283.38
	Meagher, Maureen A.	9,338.92
	Thayer, William C.	1,383.36
		1,527,102.40



# RESIDENT MARRIAGES – 2005

Groom's Name	Groom's Residence	Bride's Name	Bride's Residence	Town of Issuance	Place of Marriage	Date of Marriage
CURTIS, KEITH B	LITCHFIELD, NH	ANDOYO, RONA P	LITCHFIELD, NH	HUDSON	LITCHFIELD	01/15/2005
DOHERTY, KEVIN J	LITCHFIELD, NH	GONZALES, CARMEN N	LITCHFIELD, NH	LITCHFIELD	LITCHFIELD	01/25/2005
FRESON, CHRISTOPHER J	LITCHFIELD, NH	PHINNEY, MELINDA L	LITCHFIELD, NH	LITCHFIELD	HUDSON	01/29/2005
SANTOS, MICHAEL J	LITCHFIELD, NH	VENNE, KATHRYN D	MANCHESTER, NH	NASHUA	MANCHESTER	02/12/2005
LAZDOWSKI, ERIC S	LITCHFIELD, NH	LAVOIE, DENISE M	LITCHFIELD, NH	LITCHFIELD	PELHAM	02/26/2005
MARTELL, JOSEPH J	LITCHFIELD, NH	RUFFINI, MELISSA B	LITCHFIELD, NH	LITCHFIELD	HUDSON	03/19/2005
BOGANSKI, HENRY M	LITCHFIELD, NH	AZBELL, CHRISTINA E	LITCHFIELD, NH	LITCHFIELD	LONDONDERRY	03/26/2005
MCINERNEY, JOHN P	LITCHFIELD, NH	PACOCHA, LEANNE N	LITCHFIELD, NH	LITCHFIELD	HUDSON	04/02/2005
LANIER, LYLE H	LITCHFIELD, NH	LANIER, ANN K	HUDSON, FL	LITCHFIELD	LONDONDERRY	04/29/2005
BORST, CHRISTOPHER M	LITCHFIELD, NH	LOCKE, KELLEY D	PELHAM, NH	PELHAM	PELHAM	05/07/2005
BRIGHAM, KEVIN J	LITCHFIELD, NH	BROWN, CHRISTINA D	HUDSON, NH	HUDSON	DERRY	05/21/2005
GRIFFIN, ALBERT F	LITCHFIELD, NH	CALL, CAROLE L	LITCHFIELD, NH	LITCHFIELD	LITCHFIELD	05/27/2005
BELIVEAU, MARK C	LITCHFIELD, NH	PEARSON, ANNETTE L	LITCHFIELD, NH	LITCHFIELD	LITCHFIELD	05/28/2005
ANTONOWICZ, DANIEL J	LITCHFIELD, NH	DESCHUITENEER, KATY L	MANCHESTER, NH	MANCHESTER	NASHUA	06/11/2005
KAMACHO, JUAN C	LONDONDERRY, NH	VIAFORA, SUSAN A	LITCHFIELD, NH	LITCHFIELD	NASHUA	07/02/2005
CRAVEN, HARRY L	LITCHFIELD, NH	GREENHALGE, AMBER L	LITCHFIELD, NH	LITCHFIELD	NASHUA	07/04/2005
DEMAS, BRENT M	LITCHFIELD, NH	FERRARO, JOCELYN A	LITCHFIELD, NH	HUDSON	HUDSON	07/09/2005
BRIGHAM, DEREK A	HUDSON, NH	FORTIN, SAMANTHA L	LITCHFIELD, NH	LITCHFIELD	LITCHFIELD	07/16/2005
DUQUETTE, PETER A	LITCHFIELD, NH	TESSIER, BRENDAN M	LITCHFIELD, NH	NASHUA	NASHUA	07/22/2005
GENTILE, BRENT M	LITCHFIELD, NH	CYR, CHRISTINE A	LITCHFIELD, NH	LITCHFIELD	LITCHFIELD	07/23/2005
TETREALT, JONATHAN P	LITCHFIELD, NH	MAYNARD, JILLIAN K	LITCHFIELD, NH	LITCHFIELD	NASHUA	08/04/2005
GANN, RONALD H	LITCHFIELD, NH	BRYANT, ROBIN A	LITCHFIELD, NH	LITCHFIELD	HUDSON	08/05/2005
FAULKNER, JEREMY M	LITCHFIELD, NH	GRENON, KIMBERLY A	WINDHAM, NH	WINDHAM	WINDHAM	08/05/2005
LEFEBVRE, BRIAN T	LITCHFIELD, NH	ARMSTRONG, JAMIE L	LITCHFIELD, NH	LITCHFIELD	MANCHESTER	08/20/2005
FEBONIO, STEVEN M	LITCHFIELD, NH	FEBONIO, DENISE A	LITCHFIELD, NH	NASHUA	MOULTONBOROUGH	08/27/2005
BERGER, PHILIP R	LITCHFIELD, NH	BENOIT, KASSANDRA L	LITCHFIELD, NH	LITCHFIELD	NASHUA	08/27/2005
PHILLIPS, CHRISTOPHER A	PEMBROKE, NH	PENNOCK, MICHELLE D	LITCHFIELD, NH	PEMBROKE	HUDSON	09/10/2005
PROVOST, JON V	LITCHFIELD, NH	MOSES, JOANN T	LITCHFIELD, NH	LITCHFIELD	HUDSON	10/01/2005
HOVEY, RICHARD A	LITCHFIELD, NH	MACK, FLORENCE M	LITCHFIELD, NH	NASHUA	HUDSON	10/07/2005
BARCHARD, MARK C	LITCHFIELD, NH	JOSE, MELISSA L	LITCHFIELD, NH	LITCHFIELD	HUDSON	10/08/2005
SOBASZEK, CHRISTOPHER J	LITCHFIELD, NH	CHEN, JESSICA M	LITCHFIELD, NH	NASHUA	NEW CASTLE	10/22/2005
EDWARDS, JONATHAN J	LITCHFIELD, NH	GORDON, JENNIFER B	LITCHFIELD, NH	LITCHFIELD	WHITEFIELD	10/29/2005
MCCARTHY, KEVIN R	LITCHFIELD, NH	WARREN, GAIL T	LITCHFIELD, NH	LITCHFIELD	LITCHFIELD	11/11/2005
GRANT, RYAN A	LITCHFIELD, NH	QUINN, LORI A	LITCHFIELD, NH	LITCHFIELD	LONDONDERRY	11/23/2005
MICHAELS, JEFFREY A	MANCHESTER, NH	PREBLE, KIMBERLY A	LITCHFIELD, NH	LITCHFIELD	HUDSON	12/03/2005
HEBERT, TIMOTHY J	LITCHFIELD, NH	MORIN, SARA J	LITCHFIELD, NH	LITCHFIELD	LONDONDERRY	12/14/2005

## RESIDENT MARRIAGES -- 2005

Groom's Name	Groom's Residence	Bride's Name	Bride's Residence	Town of Issuance	Place of Marriage	Date of Marriage
CICCONI, FRANK J	LITCHFIELD, NH	ABBENE, RENE M	LITCHFIELD, NH	LITCHFIELD	HUDSON	12/30/2005
JONES, RODERICK W	LITCHFIELD, NH	MUELLER, MELISSA R	LITCHFIELD, NH	LITCHFIELD	MEREDITH	12/31/2005

Total number of records 38

# RESIDENT BIRTHS – 2005

Child's Name	Date Of Birth	Place Of Birth	Father's Name	Mother's Name
TIPPING,SABRINA LANE	01/02/2005	NASHUA,NH	TIPPING,DAVID	TIPPING,STEPHANIE
MEAD,MADELINE GRACE	01/04/2005	NASHUA,NH	MEAD,JEFFREY	MEAD,STEPHANIE
HALEY,JUSTIN PETER	01/06/2005	NASHUA,NH	HALEY,SHON	SORRENTINO,SUSAN
FAY,NICOLAS JAMES	01/07/2005	NASHUA,NH	FAY,CHRISTOPHER	FAY,ELIZABETH
KASPRZAK,NATHANIEL DAVID	01/11/2005	DERRY,NH	KASPRZAK,DAVID	KASPRZAK,KELLY
DELIA,ABIGAIL GRACE	01/16/2005	MANCHESTER,NH	DELIA,NICHOLAS	DELIA,JESSICA
BELL,MYAH LILLIE	01/17/2005	NASHUA,NH	BELL,WILLIAM	LAW,AMANDA
BOWEN,SEAN JAMES	01/21/2005	NASHUA,NH	BOWEN,MARTIN	BOWEN,WENDY
GOMES,SAMUEL MORGAN	01/29/2005	MANCHESTER,NH	GOMES,RICHARD	GOMES,WENDY
MORRIS,TYLER LEE RAYMOND	02/10/2005	MANCHESTER,NH	MORRIS,CHAD	MORRIS,JALANA
HEBERT,ANDREW JAMES	02/11/2005	NASHUA,NH	HEBERT,TIMOTHY	MORIN,SARA
HEBERT,BENJAMIN ARTHUR	02/11/2005	NASHUA,NH	HEBERT,TIMOTHY	MORIN,SARA
VARIO,LINDSEY RACINE	02/11/2005	NASHUA,NH	VARIO,DAVID	VARIO,MARGARET
CUTHBERT,NATHAN THOMSEN	02/15/2005	MANCHESTER,NH	CUTHBERT,ROGER	CUTHBERT,SARAH
CLIFFORD,MATTHEW THEODORE	02/21/2005	NASHUA,NH	CLIFFORD,MARK	CLIFFORD,LYNNE
CARRION,AIDEN CARLOS	02/26/2005	NASHUA,NH		CHRISTIAN,STEPHANIE
HOLT,JORDAN MANUEL	03/15/2005	NASHUA,NH	HOLT,RICHARD	LABIER,JENNIFER
TRONCELLITO,ANTHONY RAY	03/26/2005	CONCORD,NH	TRONCELLITO,JOHN	EALY,RAYSHONDA
TRONCELLITO,OLIVIA JADE	03/26/2005	CONCORD,NH	TRONCELLITO,JOHN	EALY,RAYSHONDA
RICHMAN,LYDIA JUNE	03/29/2005	NASHUA,NH	RICHMAN,JACK	RICHMAN,JENNIFER
WARK,RYAN JOHN	03/29/2005	NASHUA,NH	WARK,DAVID	WARK,KELLY
HYNES,NOLIN SHEY	03/29/2005	NASHUA,NH	HYNES,SCOTT	PROVENCAL,MICHELE
FOLLIS,SEAN PATRICK	04/01/2005	MANCHESTER,NH	FOLLIS,JOHN	FOLLIS,KATHLEEN
ROBERT,ANDREW DEMETRIUS	04/07/2005	NASHUA,NH	ROBERT,BRIAN	ROBERT,KRISTEN
BALLOU,MADELINE MARIE	04/08/2005	NASHUA,NH	BALLOU,BRIAN	BALLOU,PATRICIA
LABRECQUE,KAMERYN MARIAN	04/12/2005	MANCHESTER,NH	LABRECQUE,MATTHEW	MCGUIRE,MADELINE
SMITH,ANAIS JANE	04/16/2005	MANCHESTER,NH	SMITH,ERIC	MURDOCK-SMITH,JENNIFER
ALMEIDA,SOFIA ELIZABETH	04/17/2005	NASHUA,NH	ALMEIDA,RONALD	ALMEIDA,CINDY
HEWEY,GRACELYNN FAITH	04/21/2005	MANCHESTER,NH	HEWEY,PATRICK	NADEAU,LYNDSY
HEMMING,WYATT ALEXANDER	04/27/2005	NASHUA,NH	HEMMING,WALTER	HEMMING,RENEE
KANALEY,JACKSON BRADY	05/11/2005	NASHUA,NH	KANALEY,JASON	KANALEY,RACHEL
BERGERON,LUKE MICHAEL	05/15/2005	NASHUA,NH	BERGERON,MICHAEL	BERGERON,JESSICA
GUERRETTE,RYAN JOSEPH	05/28/2005	MANCHESTER,NH	GUERRETTE,JOSEPH	GUERRETTE,JESSICA
DION,HANNAH BAKER	05/30/2005	MANCHESTER,NH	DION,JASON	DION,JILL
WINGER,MADISON BROOKE	06/03/2005	NASHUA,NH	WINGER,ERIC	STODDARD,HOLLY
SWITSER,ELLA MORGAN	06/14/2005	DERRY,NH	SWITSER,SHANE	SWITSER,EMILY-JEAN
GAMACHE,JACQUELINE HUNTER	06/15/2005	NASHUA,NH	GAMACHE,RICHARD	GAMACHE,COLLEEN

## RESIDENT BIRTHS – 2005

Child's Name	Date Of Birth	Place Of Birth	Father's Name	Mother's Name
BARKA, RILEY AVA	06/27/2005	MANCHESTER, NH	BARKA, DEREK	BARKA, BECKY
POWERS, KAILEY HANNAH	06/27/2005	EXETER, NH	POWERS, DEAN	POWERS, MARYBETH
SPENCE, JOHN HENRY	06/28/2005	NASHUA, NH	SPENCE, JOHN	SPENCE, CYNTHIA
PORTILLO, BRIANNA NANCI	06/30/2005	NASHUA, NH	PORTILLO, LESTER	PORTILLO, KIMBERLY
BOUCHER, KALYNN AMBER	07/06/2005	NASHUA, NH	BOUCHER, CHAD	BOUCHER, LISE
GARAND, ANGELINA MARIE	07/11/2005	MANCHESTER, NH	GARAND, ANDRE	GARAND, CHRISTINA
LAPORTE, DAMIEN SCOTT	07/17/2005	MANCHESTER, NH	LAPORTE, JEFFREY	LAPORTE, DANIELLE
LEDUC, CLAUDIA CARMELA	07/19/2005	NASHUA, NH	LEDUC, GREGORY	LEDUC, CYNTHIA
DALE, ELIZABETH NICOLE	07/20/2005	MANCHESTER, NH	DALE, JOSEPH	DALE, DENISE
THERRIEN, AINSLEY SARAH	07/29/2005	NASHUA, NH	THERRIEN, MATTHEW	THERRIEN, LAURA
WAGNER, MORGAN ELIZABETH	08/08/2005	NASHUA, NH	WAGNER, CHRISTOPHER	WAGNER, SHARON
MACKINNON, RYAN JOHAN	08/09/2005	MANCHESTER, NH	MACKINNON, ANDREW	MACKINNON, TIFFENY
RISITANO, ANTHONY JOSEPH	08/14/2005	NASHUA, NH	RISITANO, ANTHONY	RISITANO, ANNEMARIE
PENNUCCI, NICHOLAS BRUNO	08/17/2005	NASHUA, NH	PENNUCCI, DAVID	PENNUCCI, BONNIE
ANDERSON, ISABELLA MARIE	08/19/2005	NASHUA, NH		LAMATTINA, JANICE
MOORE, ALEXANDER THOMAS	08/26/2005	NASHUA, NH	MOORE, PETER	MOORE, REBECCA
MOSCHELLA, MICHAEL CHRISTOPHER	08/28/2005	NASHUA, NH	MOSCHELLA, MICHAEL	MOSCHELLA, ALLISON
MURRIN, AUDREY ELIZABETH	09/14/2005	NASHUA, NH	MURRIN, WARREN	MURRIN, MELISSA
HEATON, ROBERT LOUIS	09/15/2005	MANCHESTER, NH	HEATON, KENNETH	HEATON, CHRISTINE
PARENTI, THOMAS PATRICK GERALD	09/21/2005	NASHUA, NH	PARENTI, RICHARD	PARENTI, SARA
CHRETNIEN, AIDEN RAE	10/01/2005	NASHUA, NH	CHRETNIEN, CHRISTOPHER	NIQUETTE, TRACY
PIKE, JAMES RORY	10/19/2005	DERRY, NH	PIKE, JEFFREY	PIKE, CATHERINE
OVERBECK, SOPHIE ROSE	10/21/2005	NASHUA, NH	OVERBECK, JOHN	OVERBECK, JENNIFER
WALSH, MICHAEL JOSEPH	10/22/2005	NASHUA, NH	WALSH, DAVID	WALSH, SUSAN
SEYMOUR, MIKAYLA JO	10/26/2005	NASHUA, NH	SEYMOUR, RAYMOND	SEYMOUR, TRICIA
GRANT, JOSHUA RICHARD	10/26/2005	NASHUA, NH	GRANT, ADAM	GRANT, JUDITH
BEZANSON, AYVA ROSE	10/31/2005	MANCHESTER, NH	BEZANSON, ERIC	BEZANSON, AMIE
REYNOLDS, TYLER PATRICK	12/03/2005	NASHUA, NH	REYNOLDS, SHAWN	REYNOLDS, HOLLY
MCHUGH, AUSTIN JAMES	12/03/2005	MANCHESTER, NH	MCHUGH, PETER	MCHUGH, LEILONIE
BOWLES, LOGEN DAVID	12/05/2005	MANCHESTER, NH	BOWLES, DAVID	BOWLES, TAMMY
GRANT, HUNTER ALLEN	12/12/2005	MANCHESTER, NH	GRANT, RYAN	GRANT, LORI
BELL, MATEUSZ ADAM	12/12/2005	DERRY, NH		BELL, DIANE
LEMERY, JAIDYN MARIE	12/12/2005	MANCHESTER, NH	LEMERY, JOHN	HOGAN, SHARON
DAVIS, BRYCE WILLIAM	12/15/2005	NASHUA, NH	DAVIS, ADAM	DAVIS, JENNIFER
HOLDER, ETHAN PAUL	12/16/2005	NASHUA, NH	HOLDER, JASON	HOLDER, ELAINE
BOUCHER, COLIN THOMAS	12/21/2005	NASHUA, NH	BOUCHER, ADAM	BOUCHER, NITA
SMITH, RYIN DAVID	12/27/2005	NASHUA, NH	SMITH, JEREMY	ALLARD, JODI

## RESIDENT BIRTHS – 2005

**Child's Name**  
SOSNOWSKI, EMELIA GERI  
PEARL, GABRIELLA JANE

**Date Of Birth**  
12/27/2005  
12/29/2005

**Place Of Birth**  
NASHUA, NH  
NASHUA, NH

**Father's Name**  
SOSNOWSKI, JOHN  
PEARL, JEFFREY

**Mother's Name**  
SOSNOWSKI, JESSICA  
PEARL, JILL

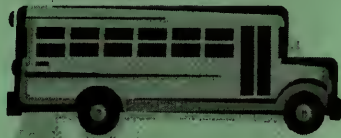
Total number of records 76

## RESIDENT DEATHS-- 2005

Decedent's Name	Date Of Death	Place Of Death	Father's Name	Mother's Maiden Name
MIECKOWSKI,STELLA	02/12/2005	BEDFORD, NH	KOBA, PETER	LASKA, CAROLINE
SPERBERG,MARGUERITE	03/02/2005	BEDFORD, NH	MINER, LOUIS	ROSTAD, NETTIE
GAUTHIER,LILLIAN	03/04/2005	LITCHFIELD, NH	BALCOM, WILLIAM	SHATTUCK, ALICE
CULLITY,JOSEPH	05/06/2005	NASHUA, NH	CULLITY, BARTHOLOMEW	ENWRIGHT, MARY
NOLAN,WILLIAM	07/05/2005	MERRIMACK, NH	NOLAN, HAROLD	BRADY, RHODA
BRON,NANCY	07/19/2005	LITCHFIELD, NH	ST LAWRENCE, RONALD	KNOWLTON, NANCY
DICKERSON,HELEN	07/23/2005	NASHUA, NH	DUNN, WALTER	HEALY, GERTRUDE
RICHARD,KEVIN	07/26/2005	MANCHESTER, NH	RICHARD, MAURICE	PARIS, LUCILLE
RUFFINI,RAYMOND	08/21/2005	MERRIMACK, NH	RUFFINI, NATALE	MASCH, LUCY
BLASCO,GEORGE	11/15/2005	MANCHESTER, NH	BLASCO, GEORGE	WILKINSON, GRACE
PHELPS,WALTER	11/19/2005	LITCHFIELD, NH	PHELPS, WALTER	INGALLS, EVA
KNIGHTS,GERARD	12/29/2005	NASHUA, NH	KNIGHTS, HORACE	GRANT, MARION

Total number of records 12

**ANNUAL REPORT**  
**of the**  
**LITCHFIELD**  
**New Hampshire**  
**SCHOOL DISTRICT**



**2005**

# **In Memoriam**



**Aurora Thompson**  
**June 21, 1941 – May 17, 2005**

**Associate School Psychologist**  
**Litchfield School District**



**LITCHFIELD SCHOOL DISTRICT  
ANNUAL REPORT – 2005**

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## **MODERATOR**

John G. Regan

## **CLERK**

Lynn Baddeley

## **TREASURER**

Lynn Baddeley

## **SCHOOL BOARD**

Cynthia Couture, Chair  
Term Expires March 2008

Ralph Boehm, Vice-Chair  
Term Expires March 2007

Dorothy Beauregard  
Term Expires March 2006

Richard Rafferty  
Term Expires March 2006

Patricia Jewett  
Term Expires March 2007

Taylor Brown  
Kyle Bettencourt  
Student Representatives to the School Board



## Litchfield School Board 2005-2006

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

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

### Chairman's Report 2005

January 2006

To the Citizens of Litchfield,

The following paragraphs represent my report of the past year from the Litchfield School Board. This last election saw no changes in the makeup of the Board and I continue to be honored to serve as Chairman of a Board committed to quality education.

The Board has continued its ambitious work schedule begun last year. We have maintained our focus on district goals and policy work. The Board has taken on more challenging policy development this year, working with parent groups, staff and students on policies that are more complicated and sometimes controversial. Some examples include policies on independent evaluations, dress code and one on student achievement requiring that middle school students must pass a majority of classes or be required to go to summer school or repeat a grade to be sure students have the skills to move on to the next level.

The Board also continued its work with the Building Committee. Last March a proposal for a new elementary school for grades 1-5 fell just short of the 60% support it needed to pass by 121 votes. A warrant to give the School Board approval to sell the Griffin Memorial Building also fell short of voter support by 35 votes. With 2191 and 2131 citizens voting on these articles respectively, these were very close votes.

The Board and Building Committee reviewed the needs for a new school: the aging Griffin Memorial Building in need of major renovation/repairs, overcrowding including overcrowding in the middle school due to the 5<sup>th</sup> grade being housed there, water problems at the Griffin site, and the need for additional program space; and reaffirmed the proposal for a new grade 1- 5 elementary school as the most effective and cost efficient solution. In September Governor Lynch, Senator Martel and some of our local representatives toured Griffin Memorial School to see first hand the difficulties faced at the school.

While the Building Committee worked to refine the proposal, the School Board fielded inquiries into selling the Griffin property. Several inquiries were from groups looking to build residential housing developments. The Board is very aware of the community's concern about the impact that residential housing has on the town, so instead chose to enter into a conditional purchase and sale agreement with a company with plans for a congregate care/elderly care facility pending voter approval. Additional contingencies would be passage of the new school, maintaining at least the façade of the 1930's building for historical purposes, relocation of athletic fields, and approval for all zoning and permit requirements. This is a very exciting opportunity for the community not only in providing additional options for seniors but in bringing in a business that broadens the tax base and provides additional tax revenue to the town helping to offset the tax burden.

All of our schools have seen changes in leadership this year. The Board completed its principal search for a new high school principal and appointed Mike Parent as Principal of Campbell High School. Interim principal Bill Marston finished after graduation and Dean of Students Ann Holloran accepted a position as a principal in another community. Joining Mike Parent at CHS is the new Dean of Students Danny O'Malley and new Head of Guidance Doug Grieve. They have all been warmly welcomed by staff and have quickly settled into the work of the multi-year accreditation process. The high school is on track with its Self-Study and is scheduled for evaluation in October of 2007.

Last spring Litchfield Middle School Principal Bo Schlichter went out on emergency medical leave with Assistant Principal, Tom Lecklider assuming the reigns of LMS. Then, Dr. Linda Scott, Principal at Griffin Memorial School left in August to assume the position of Assistant Superintendent in Peabody, MA. With Principal Schlichter due to return part time in September, he agreed to fill in at Griffin Memorial School. He was subsequently appointed principal at GMS, returning to his roots and excited by the challenges faced by our youngest students. At Litchfield Middle School, Tom Lecklider was officially appointed principal and has decided to begin a self-study of the middle school to evaluate the programs offered at LMS.

Stability at the SAU Office has allowed the focus to shift from getting the new SAU Office up and running to focus even more attention on improving student achievement. The district also welcomed Bruce Ballou as Technology Coordinator replacing Adam Steel who moved on to a larger district. I would like to thank every one for their commitment and patience in those times of transition.

In June, 100 students graduated from Campbell High School class of 2005. We were again pleased with the continued trend of a high number of students with post secondary education and military plans after graduation. When an out-of-state organization threatened to disrupt graduation ceremonies, our community rallied around to support the students and families. A heart felt word of thanks to our Police, Fire, emergency personnel and local officials as well as volunteers from surrounding communities who came together to support and protect our students allowing the day to proceed smoothly.

We are fortunate to be part of a very caring community. We have had an unusual year of several students with catastrophic illnesses. Our community and schools have joined forces in supporting local families with donations, personal support and local fundraising events to help out in difficult times. We are grateful for the volunteers in our parent-teacher organizations, Lions Club, local churches and businesses, recreation and scouting programs, booster clubs and other individuals who support our students and schools in a variety of ways.

Litchfield is fast becoming recognized across the state for an increasing number of educational achievements. Our students stand out in academic pursuits such as math club, Granite State Challenge, a perfect SAT score and essay and oratorical contests; in artistic pursuits with Gold and Silver Key Awards for Visual Arts, A ratings and gold plaques for elementary, middle school and high school chorus and band performances, All State music selection, and for high school band and chorus being invited to Disney World to perform; and in athletic pursuits where our students compete earning a number of championship banners, trophies and sportsmanship awards both as teams and individuals.

We have very high expectations for our teachers and staff and are very fortunate to have school district employees that meet and exceed those expectations. Our teachers have also received recognition with a variety of local, state and national awards. GMS art teacher Heidi Miller

received NH Art Teacher Of The Year award, CHS music teacher Phil Martin, English teacher Kathleen Reilly and Social Studies teacher Dennis Perreault were named School House Heroes, and Phil Martin also received a prestigious US Dept of Education American Star award as well as several staff named coach of the year in their respective sports. The New Hampshire Business Review named Superintendent Cathy Hamblett an Outstanding Woman in Business and I was recently appointed to a Board of Directors seat for the NH School Board's Association.

Not only are our students and staff being recognized, but our programming as well. A new state law requires all NH high schools to grant credit using competencies by 2008. Campbell High School has already been using competencies for several years now and two of our high school teachers recently gave a presentation to NH educators on the use of competencies. Our teachers are receiving numerous inquiries from other high schools across the state as those schools scramble to meet the new requirements. Litchfield continues to refine these competencies and are proud of being leaders in the use of the best educational practices.

In closing, I would like to thank the citizens of Litchfield for their continued support and commitment to education. The students who pass through our schools are the future and we should all be very proud not only of the educational achievements but of how this community supports its students and their education.

Respectfully Submitted,

Cynthia A. Couture, Chairman  
Litchfield School Board

# LITCHFIELD SCHOOL DISTRICT

School Administrative Unit #27

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**Stephen F. Martin**

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**Ronda Gregg**

Special Education Director  
(603) 578-3575

## Superintendent of Schools Report 2005

To the Citizens of Litchfield,

I am pleased to submit my third annual report as Superintendent of Schools during this, my fifth year of employment in the Litchfield School District. Although annual reports are records of accomplishment during a previous calendar year, there is always, in January, at the time they are written, a wish to include a look toward the New Year. This January is no exception. As I write this report, members of the School Board have completed warrants for the March 2006 School District Meetings (Deliberative Session and Ballot). These warrants include a refinement of the new grade 1 through 5 elementary school proposal; the conditional purchase and sale of Griffin Memorial School; a new Teachers' contract; and a proposed budget for the 2006-2007 academic year.

I would like to thank each School Board member for his or her support and extensive work in the past year. All Board members have given responsible and continuous effort to continued plans for the new grade 1 through 5 elementary school proposal, policy development, budget development, and Board goals in the areas of technology, facilities, and instruction. Building Committee Chair, Dot Beauregard has provided outstanding attention to detail in the development of the building proposal and conditional purchase and sale of Griffin Memorial School, and consistent assistance and leadership to members of the Building Committee and Building Publicity committees. Pat Jewett has faithfully participated on the building committee and provided valuable guidance at every Building Committee and Board meeting to the fiscal impact of Board initiatives. Dick Rafferty has continued to keep the focus on and for students in every Board discussion and decision while ensuring that the district continues to provide comprehensive opportunities for all students within our resources. Ralph Boehm, Vice Chair of the School Board, has provided Board leadership in negotiating the teachers' collective bargaining agreement and continues to keep Board members informed about legislative discussions at the State level. Cindy Couture, Board Chair has provided leadership and coordination in all aspects of School Board governance and has strived to improve communications with Town Committees as well as Boards and the community.

As others have reported in their annual reports we have new administrative leadership at all three buildings. I would like to thank Campbell High School Principal, Mike Parent; Litchfield Middle School Principal Tom Lecklider, and Griffin Memorial School Principal Bo Schlichter for all their effort and support as we continue to build district continuity and communication. I look forward to my work with the entire Administrative Team, including Principals, Assistant Principals, the Dean of Students, and District Directors as we continue to develop a district perspective without compromising or losing sight of individual school needs.

Except for some fine tuning, the establishment of the School Administrative Unit is now complete and I look forward to a greater focus on coordinating instruction and providing a comprehensive program throughout the three buildings to ensure that every student moves from each school building to the next and toward post secondary plans, feeling optimistic about their future. Such optimism is founded in successful school experiences. I look forward to working with the entire faculty, administrative, and support staff as we look to improve academic opportunities and achievement for all of our students from those at who are at risk to those who perform at the highest academic levels. Much of this work will involve personalizing school experiences not only through academic opportunities, but also through comprehensive programming in athletics, the fine arts, career explorations, and co-curricular activities. In recognition of this work, I would like to thank the Litchfield Education Association Negotiation Team (Chair, Phil Martin; newly elected LEA President, Dennis Perreault; Kathleen Reilly; Holly Love; Carolyn Cogan; Doris Cote; and Penny Shupe) and the School Board's negotiating team for the newly negotiated teachers' contract. This contract acknowledges and commends the continuing professionalism of our Teachers by raising salary levels and providing flexibility within and as reasonable extensions of the school day.

I would like to thank all of you as parents, as community members, and as elected and appointed officials for your interest, support, and pride in your public schools. Please continue to let me know how you view our progress as a district at, [chamblett@litchfieldsd.org](mailto:chamblett@litchfieldsd.org)

As we begin the new calendar year, I would like to thank the following individuals. Former Technology Coordinator, Adam Steel, for providing the foundation of our technology infrastructure including equipment and software replacement cycles, and for his work with school board members, administrators, and budget committee members to improve technology as we were able within our resources. I would also like to thank Tim Wade for his continued volunteer assistance with our technology. I would like to thank Carolyn Leite for her tenure providing LEA leadership. I would like to thank Ann Holloran, former Dean of Students, who helped establish the personalized approach to students at Campbell High School. Thank you also to Linda Scott, former Principal of Griffin Memorial School, for eleven years of leadership in Litchfield. Linda consistently worked to ensure that Griffin students received a solid foundation in their early academic years.

In closing I would like to remember Associate School Psychologist, Ora Thompson, for her advocacy of students.

I continue to see the pride and dedication of the Litchfield community reflected in your schools and look forward to my continued work as your Superintendent.

Respectfully submitted,

Catherine M. Hamblett

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## **Annual Report Business and Finance**

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

Dear Cathy,

I am pleased to submit my annual report on the District's business and financial operations.

The 2005 school year resulted in several significant accomplishments for the District. These included: implementing the financial reporting requirements of the Governmental Accounting Standards Board Statement 34 (GASBS-34) for our 2005 audited statements, and issuing our first Management Discussion & Analysis report as required by GASBS-34; completing the changes needed in our general ledger accounts to map with the reporting requirements of the New Hampshire Financial Accounting Handbook for Local Education Agencies; and negotiating a new five-year student transportation contract with First Student.

The District finished fiscal year 2005 with an unreserved and undesignated fund balance for the general fund of \$100,184. This was less than one percent (1%) of the total general fund expenditures, and was accomplished due to the efforts of the entire administrative team as we carefully managed year-end spending. We received a positive report from our auditors, with no material areas identified requiring further management action. Both of the auditors' material issues identified in the June 2004 audit report (GASBS-34 compliance and the Food Service Fund Balance) were corrected during 2005.

All of our required reports to both the NH Department of Education and NH Department of Revenue Administration were successfully submitted.

During 2005, our finance staff successfully transitioned from a start-up mode for the new SAU, to an experienced operation, maintaining systems and implementing operational improvements. We successfully implemented an electronic workflow approval system for all purchase requisitions and budget transfer requests; implemented the encumbering of salaries to help better manage the budget; streamlined the annual supply bid process; completed the upgrade of our financial management software to a newer version; and completed the 2006 budget. I want to acknowledge the efforts of Jo Ellen Bellerive, our Chief Accountant, Bernice Manikas, our Payroll Coordinator, and Deb Mahoney, our HR Director, for their efforts in all of these accomplishments.

A significant amount of effort was given in support of the School Board's Building Committee as we worked on refining the new elementary school proposal that will be presented to the voters in March 2006.

The District made significant progress in the maintenance of our facilities in 2005. Thanks to the support of voters in March 2005, we were successful in obtaining additional monies in the 2006 budget to better



maintain our buildings. We completed several major building repair projects including: the replacement of a septic tank at GMS; HVAC repairs and enhancements at LMS; and the extension to the chimney at CHS. I wish to acknowledge the excellent and dedicated work of our facilities team: Sue Ayer (Campbell High), Dave Ross (Griffin Memorial), Keith Trott (District-wide Grounds), and Jack Williams (Middle School), and their staffs for their excellent job in maintaining our facilities and grounds for our students and staff.

Our Food Service operations continued to run smoothly under the capable leadership of Hilda Lawrence, our Food Service Director.

As we enter 2006, my team and I look forward to continuing our progress in improving the business and financial operations of the District. I also want to welcome Bruce Ballou, our new Technology Director, to our team.

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

Respectfully Submitted,

Stephen F. Martin  
Business Administrator

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## Annual Report Special Services

January 6, 2006

Dear Superintendent Hamblett:

The special education law, now known as IDEIA (Individuals with Disabilities Education Improvement Act), was re-authorized on July 1, 2005. With the enactment of this law, there is more emphasis on and consistency with NCLB (No Child Left Behind) provisions.

The Department of Special Services has been very successful in many areas this year. As in past years, programs that provide assistance to students and parents have been developed and monitored, together with the assistance of school principals and staff. The needs of identified special education students, at-risk students, those who are home-schooled, and those that are homeless continue to be addressed with initiatives and expanded programs within the schools. Additionally, the programs of students who are placed in settings outside of the public schools in Litchfield are continually monitored to ensure student success. As NCLB provisions anticipate greater instructional gains and accountability for growth, we will begin piloting an assessment program entitled Measures of Academic Progress (MAP). This assessment program allows teachers to receive student results quickly, resulting in more timely information for student performance grouping and monitoring individual student progress. Also, the provisions of NCLB ensure that all Special Education Teachers who provide direct content area instruction to identified students are highly qualified.

The special education department continues to work with students and their families. Special education teachers at the elementary school have joined faculty and support staff in the SERFA Reading Program for the benefit of all students. In addition, the following new programs have been introduced:

- In-home parent education programs for parents of preschool children
- Weekly in-service workshops for parents of preschoolers
- A new course in *Reading for Meaning* at Campbell High School
- A new course in *Career Awareness* at Campbell High School
- Additional coursework in job apprenticeships, that may lead to employment for some of our high school students
- Increased hours for the Certified Occupational Therapy Assistant
- An expansion of the pre-school program to include two additional afternoons a week for three year olds for the remainder of the school year.
- The introduction of Measures of Academic Progress testing for students. MAP will measure academic growth over time, independent of age or grade level. The test results will help teachers with instructional planning and school improvements
- Developmental stages of a special education website, to be up and running spring '06.

The Hillsboro County Commissioners Office awarded the school district a grant for the second year. Students at Campbell High School have successfully completed coursework with a senior mentor from the community. We are truly grateful to George and Jean Mack, Phil Reed, Sandra Scheiner and Margaret Rodonis for their time spent with the students. The program is well underway again this year, and has courses available in Genealogy, Introduction to Insurance, Graphoanalysis, Public Speaking, and The Turbulent 60s.

The special education staff at each of our schools shares an enthusiasm and dedication to the learning of all students. We will continue to work together with families and students to provide each child with a positive and challenging academic experience, and look forward to another successful year for all.

Sincerely,

Ronda Gregg  
Director of Special Services



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Curriculum Director  
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Special Education Director  
(603) 578-3575

## Annual Report Curriculum and Instruction

January 10, 2006

Dear Superintendent Hamblett;

Once again, it is my pleasure to submit this annual report as the Director of Curriculum and Instruction for the Litchfield School District. It is refreshing to observe the growth of the district as well as increased opportunities for growth for our staff and students.

I am pleased to report that Litchfield students at all grade levels continue to perform well on all state and national assessments which are utilized throughout the district. Although state testing was not done at the elementary levels in 2005, NHEIAP (New Hampshire Educational Improvement and Assessment Program) tests were administered to the tenth graders in the Spring. CHS students showed a marked improvement over the previous year, scoring at or above the state averages in almost every component of the tests.

A major change occurred this year with the introduction of the new state testing program. The NECAP (New England Common Assessment Program) tests in Reading and Math were administered to all students in grades three through eight at the beginning of October. Students in grades five and eight also were given additional tests in Writing. We are presently awaiting the results of these tests which should be available in the early spring.

Curriculum Review Teams, comprised of teachers at each grade level, continue to meet regularly to ensure that the course offerings at all levels provide the maximum learning potential for our students and are aligned with state and national benchmarks. Science, Language Arts, World Languages and Social Studies are the particular content focus for this school year.

In addition, our teachers and paraprofessionals continue to improve their practice through participation in high quality professional development activities, and pursuit of graduate level coursework. As an example, we currently have seventeen staff members engaged in a year-long Classroom Assessment training which they will later share with staff at all three buildings. In the fall, a team of five staff members participated in a week-long Classroom Walkthrough course which was taught locally by instructors from UCLA and Brown University. This training will also be expanded to include all district staff in the coming months. Four members of our staff provided training in crisis management to all district paraprofessionals at the beginning of the current school year which has proven very helpful. These are but three of many activities that staff members are pursuing in their individual professional growth.

I am pleased to tell you that the entire staff at the Griffin Memorial School has met the criteria established under the federal No Child Left Behind Act and are certified as Highly Qualified Teachers. I anticipate that all staff at the Middle School and Campbell High School will also be certified as Highly Qualified Teachers prior to June, 2006 as well.

As we continue to develop as a school district, I believe that we are making steady progress in meeting the instructional goals established by the Litchfield School Board. We will continue to monitor the success of our graduates as they leave the Litchfield schools in order to ensure that we are truly serving the needs of the residents of Litchfield.

Again this year I wish to express my appreciation to all staff, administrators and school board members, and especially to you, the Superintendent, for the endless support I have received during the past year. I will continue to work conscientiously for the students of Litchfield in the year to come.

Sincerely,

Joyce L. Choate  
Director of Curriculum and Instruction

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**Stephen F. Martin**

Business Administrator

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**Ronda Gregg**

Special Education Director

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## **Annual Report District Technology**

Dear Ms. Hamblett:

As Technology Director for the Litchfield School District, I have been afforded the opportunity to apply and share my expertise in the field of computer technology with both students and staff alike. I have worked diligently at my job, and believe that I have contributed greatly to the success of the district.

Working with some very talented individuals, including both staff and volunteers, we are moving forward with the current technology plan. Also, we are presently completing a systems evaluation in order to determine our current and future needs. It is our goal to prepare our students for their future by providing them with the best technological training available.

Although the equipment is aging, the current state of the three schools is fairly stable. We have a strong infrastructure, which include servers, connected networks and telephone systems. However, our end-user systems are quite deficient, and must be replaced. Also, replacing a computer lab at the high school will free-up some systems, which can then be upgraded for redistribution at the elementary school, where the oldest and most out-dated equipment resides. The middle school needs are also increasing as more programs are added.

We are currently researching alternative ways of acquiring equipment for use in all the schools, some of which include donations and grants. We hope more opportunities become available to the School District.

In closing, I would like to welcome Dick Welch to the SAU staff as our new Technology Coordinator. I would also like to thank you for the opportunity to work for the Litchfield School District, as it is a pleasure to work and collaborate with such a wonderful, supportive and professional SAU staff and school Administrative staff

Respectfully submitted,

**Bruce H. Ballou**  
Technology Director

**LITCHFIELD SCHOOL DISTRICT STAFF - 2005/2006**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Degree</u></b>	<b><u>Salary</u></b>
Ballou, Bruce	Director Technology	B	\$46,653.85
Beckley, Kristen	Psychologist	CAGS	\$53,500.00
Choate, Joyce	Curriculum Director	M	\$44,290.00
Conway, Carrie	Occupational Therapist	B	\$34,538.00
Deslauriers, Jill	Speech Associate	B	\$52,207.00
Gregg, Ronda	Director Special Services	M	\$77,583.72
Hamblett, Catherine	Superintendent	CAGS	\$95,790.00
Jagendorf, Jana	Social Worker	M	\$39,946.00
Lawrence, Hilda	Food Service Director	B	\$38,190.34
Mague, Danielle	Speech Pathologist	M	\$33,471.00
Mahoney, Deborah	Director Human Resources	B	\$50,000.00
Martin, Stephen	Business Administrator	M	\$75,130.00
McGarry, John	Speech Pathologist	M	\$53,009.00
McGarry, Kathrine	Speech Pathologist	M	\$53,009.00

**Griffin Memorial School**

229 Charles Bancroft Hwy.

Litchfield, NH 03052

Phone (603) 424-5931

Fax (603) 424-2677

*Stacy Maghakian, Assistant Principal*

*Martin Schlichter, Principal*

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January 8, 2005

Dear Superintendent Hamblett:

I am pleased to submit my twentieth annual report, but first as the Principal of Griffin Memorial School. Having started my administrative career at Griffin in 1985, I am most appreciative of the opportunity to return. This letter will highlight the major accomplishments of our school and the areas that need further attention and development. Having been here for only four short months, my reflections of the school are somewhat limited.

First and foremost I must recognize Dr. Linda Scott, the former Principal, for the great shape she left this school in. As the former Principal of the middle school I can attest as to how well the graduates of G.M.S. are prepared both academically and socially for their experiences at the middle school.

Griffin Memorial School educates students in grades 1-4. In addition we offer a special pre-school program for those that qualify. Our student population is currently 578 students. We employ a staff of 85 individuals to meet the needs of this population.

I am most impressed with the enthusiasm that the students and staff bring to our school each day. It really is an exciting place to be. The staff demonstrates a high level of energy in all their efforts and this is reflected in our students' work and accomplishments. Overall our state and standardized test scores are some of the best in the area. Literacy is an important component to our instructional program as we implement the District's new Language Arts Curriculum. Academically our students are demonstrating excellent growth in formal assessments and observations.

Our Fine Arts Program must also be recognized. The school chorus has over one hundred students performing throughout the school year. The Arts Festival and related programs allow our student artists the opportunity to display their excellent and creative works. These programs continue to be well attended by the community.

While our accomplishments are many, there are still areas that need attention. Foremost is the facility that in many ways is insufficient to meet student needs. We are crowded and much of the space that we have is not appropriate for instruction. A prime example of this is the 1930's section of the building, which is not handicap accessible, and is very small. We currently are forced to have two third grade classrooms in this section. I must recognize Dave Ross, our Facilities Manager and his custodial crew for keeping the building operational in spite of these difficulties. The former Space Needs Committee and current Building Committee have worked hard to develop a sound proposal that will solve these



problems as well as those related to the middle school. It is our hope that the community will support this project this year.

Other areas that we will be focusing on include developing a student government program, diversified instructional practices development, team building, and long range planning. Reading is always a critical area and we will be continuing with our small group SERFA Reading Program in addition to the regular reading instruction.

I want to recognize the many groups and organizations that help make Griffin Memorial School such a special place. I thank the P.T.O. for providing great enrichment programs as well as the additional funding for special programs and events. We appreciate the school volunteers helping in numerous ways. The Girl Scouts, Boy Scouts and Recreation Program provide our students with great programs. I am grateful to the police and fire departments for their educational programs and help in numerous ways.

Finally, I thank you and the School Board for the opportunity to be the Principal at Griffin Memorial School. While I've always had much passion and enthusiasm for my work at the middle school this new opportunity has "recharged my batteries" for what I hope will be many more years of service to the community.

Sincerely,

**Martin Schlichter**  
Principal

## Griffin Memorial School Staff 2005 - 2006

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Grade</u>	<u>Salary</u>
Allen	Tracy	Grade 1	B	\$38,337.00
Ashe	Amy	Grade 4	M	\$41,384.00
Baxter	Allison	Special Ed.	B	\$39,337.00
Benoit	Susan	Grade 2	B	\$38,337.00
Blackadar	Rita	Special Ed.	B	\$52,207.00
Bliss	James	Physical Ed.	B	\$49,354.00
Bosco	Kara	Grade 3	B	\$32,436.00
Bowman	Amy	Grade 4	B	\$31,248.00
Cady	Tina	Kindergarten/Special Ed.	B	\$30,337.00
Charest	Pauline	Grade 3	B	\$49,354.00
Cote	Doris	Grade 2	M	\$57,099.00
Cote	Julie	Librarian 50%	B	\$19,529.86
Cullen-Kent	Paula	Grade 4	B	\$50,760.00
DePloey	Samantha	Preschool/Special Ed.	B	\$34,679.00
Doucette	Sandra	Grade 2	M	\$53,009.00
Dulac	Julie	Grade 3	B	\$30,337.00
Faro	Constance	Reading	CAGS	\$60,502.28
Hale-Miller	Heidi	Art	M	\$55,509.00
Hogan	Kristen	Grade 3	B	\$30,337.00
Johnstone	Sandra	Grade 1	B	\$35,858.00
Labelle	Barbara	Music	M	\$55,509.00
Lee	Jillian	Grade 1	B	\$30,337.00
Levesque	Carol	Grade 3	M	\$44,417.00
Llewellyn	Sarah	Grade 2	B	\$30,337.00
Maghakian	Stacy	Assistant Principal	M	\$60,675.01
McGowan	Susan	Grade 2	M	\$52,397.00
Michalewicz	Inga	Grade 2	M	\$47,673.00
Moesel	Tanya	Grade 4	B	\$33,538.00
Parent	Margaret	Grade 4	M	\$57,099.00
Parzych	Michele	Grade 3	M	\$38,558.00
Paul	Stacey	Grade 4	B	\$34,679.00
Prevel-Turmel	Melina	Librarian 50%	M	\$27,599.49
Proctor	Marilyn	Grade 2	M	\$58,737.00
Quaglietta	Laura	Grade 1	B	\$36,933.00
Saxton	Mary Louise	Special Ed.	M	\$53,009.00
Schlichter	Martin	Principal	M	\$79,173.01
Seabrook	Susan	Nurse	RN	\$44,345.51
Seiden	Fern	Guidance	M	\$40,151.13
Sibona	Jessica	Grade 3	B	\$34,679.00
Shupe	Penelope	Grade 1	M	\$56,099.00
Smith	Megan	Grade 1	M	\$34,676.00
Superior	Sandra	Preschool/Special Ed. 25%	B	\$5,030.18
Wolfe	Diane	Special Ed.	M	\$53,009.00

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

MARTIN SCHLICHTER  
PRINCIPAL

TELEPHONE 424-2133 • FAX 424-1296

THOMAS LECKLIDER  
ASSISTANT PRINCIPAL

January 13, 2006

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

Dear Catherine:

It is with great pride and excitement that I submit this, my first annual report, to you as Principal of Litchfield Middle School.

The past nine months have been a wonderful experience for me in the role of Interim Principal and Assistant Principal. I want to thank Bo Schlichter for the support he has offered me in this role over the past year. I have learned lots from him over the six years we have worked together. In my appointment to this new role as Principal of the Middle School, I thank the School Board for their vote of confidence in me.

We have many exciting plans in moving forward as a middle school. From instruction of high-achieving students to scheduling and grade reporting, as a staff we will examine what we are currently doing. Over the next year, we will begin a self-study of our middle school program. As part of the self-study, we will visit local middle schools, survey students and parents, and re-visit our mission statement. This will be a nice time to evaluate what we are offering as a middle school.

As I write this report, the enrollment at the middle school is 588 students. We continue to be challenged with a shortage of space. One eighth grade Language Arts/Reading teacher is without a classroom this year. The areas impacted most significantly by the overcrowding continue to be conference rooms, special education offices, and special education classrooms. It is my hope that plans will move forward to relieve these issues for our district in the near future by support for a new grade 1-5 elementary school.

Technology continues to advance at the middle school under the direction of our new Technology Director, Bruce Ballou. Our computer lab is used extensively for everything from, the computer literacy course to classroom projects and activities, to after school programs for students. We also recently began to broadcast student work from our computer lab on the local cable channel. Over the next year, we will improve our middle school web site through a computer club.

The building has seen improvements both inside and out. Late this past summer and into the fall, a new roof was completed on the middle school. The only section of the school that was not included in this project was the recent addition where the sixth grade is located as this section is not yet scheduled for normal replacement. I would like to acknowledge the hard work of our custodial staff in keeping our building in wonderful shape over this past year.

The PBIS (Positive Behavior Intervention and Supports) program is now in year two at the middle school. We continue to see a more positive climate in the building as a result of this program. This year we have focused on behavior as it relates to the school bus, cafeteria, hallway, and classroom.

As an incentive for students who display positive behaviors in these areas, we reward "Best Bucks." These can be redeemed at our PBIS store throughout the week. Our work with this initiative will continue this upcoming year as we phase into Year 3.

With the support of the School Board, we now have a revised promotion policy at LMS, which rolled out this past fall with our current sixth graders. The policy requires students to pass at least three of their five core subjects (Reading, Language Arts, Math, Social Studies, Science). Those students who fail three of those subjects for the year will take replacement courses in summer school. Each of our students at the middle school has the support around them to find a level of success. To deepen that support, we added a "check in/check out" program for students struggling with organizational skills. In this program, designated staff members check with students in the morning and afternoon to assist in teaching strategies to keep materials organized. Also, this year we will add an "academic assistance program" for students who continue to struggle in the classroom. This program will consist of after school time devoted to working with students on strategies to help them find more success in school. We are confident this promotion policy will also act as an added incentive for our students to achieve at a higher level.

I am quite pleased with our student involvement in co-curricular programming at LMS. Students have found success in clubs such as Drama, Art, Student Council, Medieval, Yearbook, Math, Literary, Band, Jazz Band, Chorus, and athletic teams, amongst various other activities. The enrollment in these programs has been outstanding over this past year. Over the next year we will assess student involvement in our co-curricular programming so that we can continue to offer activities that parallel their interests.

Our staff and students continue to reach out to the community in a variety of ways. The Terry Fox Walk was an overwhelming success with \$2800 raised to fight cancer. At the conclusion of the walk, I was treated to four delicious pies in the face from students as a result of their surpassing our school-wide fundraising goal. Additionally, the middle school collected clothes this fall for students displaced by Hurricane Katrina. When the drive was over, we had hundreds of items delivered to Mississippi to assist these children.

These accomplishments could not happen without the tremendous support of our staff and the many individuals and organizations in the community. I want to recognize the dedication of the staff at the middle school for always putting the students' needs first. It is because of your passion for educating the middle school student that our building is a place students feel a sense of belonging. Also, I could not end this letter without recognizing the hard work of my Administrative Assistants, Leslie Pearce and Andrea Hamilton, who have risen beyond the challenges of this past year. In addition, I thank the PTO, Booster Club, Women's Club, Parks & Recreation Committee and the police and fire departments for all their support. I thank the Litchfield School Board for their continued support of the Litchfield Middle School program.

Finally, I'd like to thank you, Catherine, along with your staff, Special Education Coordinator, Ronda Gregg, Curriculum Director, Joyce Choate, and Business Administrator, Steve Martin for the support and assistance you have offered me. I look forward to a wonderful year working together with you in my new role.

Respectfully submitted,

Thomas Lecklider  
Principal

## Litchfield Middle School Staff 2005 - 2006

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Grade</u>	<u>Salary</u>
Andrews	Geraldine	Physical Ed.	B	\$45,313.00
Berube	Amy	Grade 5	B	\$34,679.00
Bowie	Karen	Grade 5	M	\$39,946.00
Brucker	Nancy	Grade 5	M	\$56,099.00
Carr	Maureen	Nurse	RN/B	\$47,355.11
Cogan	Carolyn	Grade 7	B	\$50,760.00
Corbeil	Robin	Computer	B	\$35,858.00
Corbett	Jody	Grade 7	B	\$33,409.00
Cummings	Mary	Guidance	M	\$42,626.00
Curren	Karen	Grade 8	M	\$44,417.00
Dodge	Jean	Grade 7	B	\$45,313.00
Dwyer	Heather	Grade 6	B	\$37,077.00
Fuccillo	Karen	Special Ed.	M	\$46,016.00
Garabedian	Kathleen	Art	M	\$45,750.00
Gardner	Kendra	Grade 8	B	\$32,185.00
Harrington	Owen	Grade 7	B	\$39,488.00
Henriquez	Jeanne	Special Ed.	M	\$38,558.00
Hoelzel	Stephanie	Special Ed.	B	\$34,679.00
Hunter	Jacqueline	Special Ed.	B	\$36,791.00
Huston	Sheila	Grade 6 50%	M	\$19,279.00
Irving	Cheryl	Grade 6 50%	B	\$24,677.00
Langton	Debra	Grade 6	B	\$42,382.00
Laplante	Angela	Grade 7	B	\$31,369.00
Lecklider	Thomas	Principal	M	\$62,687.86
Lees	Karla	Special Ed.	M	\$44,160.00
Leite	Carolyn	Music	B	\$48,354.00
Lippincott	Donald	Industrial Arts	B	\$46,854.00
Love	Holly	Grade 5	M	\$54,509.00
McCollem	Audra	Grade 6	B	\$36,933.00
McPhee	Catherine	Grade 8	B	\$50,760.00
Medeiros	Mary Ellen	Grade 6	B	\$39,488.00
Nolan	Kim	Grade 8	M	\$49,389.00
O'Brien	Faye	Grade 7	B	\$33,279.00
Pignone	Catherine	Guidance	M	\$58,343.71
Pru	Cindy	Grade 8	M	\$35,925.00
Sidilau	Kathleen	Grade 6	B	\$49,354.00
Simoneau	Maria	Foreign Language	B	\$42,382.00
Spearman	Yolanda	Music 50%	M	\$21,437.00
Tarr	Teresa	Grade 5	B	\$49,354.00
Tate	Christine	Reading Specialist	M	\$44,160.00
Thayer	Martha	Grade 8	M	\$47,673.00
Wallace	Yvonne	Librarian	M	\$46,792.24
Welch	Patricia	Consumer Science	B	\$49,354.00
Zingales	Elizabeth	Grade 5	M	\$54,509.00

# Campbell High School



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

Michael J. Parent  
Principal  
mjparent@litchfieldsd.org

Danny O'Malley  
Dean of Students  
domalley@litchfieldsd.org

Douglas R. Grieve  
Head of Guidance  
dgrieve@litchfieldsd.org

Daniel H. Kiestlinger  
Athletic Director  
dkiestlinger@litchfieldsd.org

January 17, 2006

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

Dear Ms. Hamblett,

It is with great pleasure that I submit my first annual report as Principal of Campbell High School. Campbell High School's sixth year of operation continues the tradition of educational innovation and community pride. Our school's core competency based curricula, the Sophomore and Senior projects, the Advisory Program, and the integrated Social Studies and English courses place Campbell High School ahead of many high schools in the state of New Hampshire in the area of educational initiatives.

Campbell High School has a dedicated faculty and staff that continue to strive for excellence. In October, Phil Martin was nationally recognized by the U.S. Department of Education as a 2005 American Star Teacher. Phil was one of only fifty teachers nationally recognized and the only music teacher in the entire country so recognized. In addition, three Campbell High School teachers, Phil Martin, Kathleen Reilly, and Denise Freeman, have been nominated for the prestigious Disney Teacher Award, while two, Kathleen Reilly and Dennis Perreault, were recently honored as Nashua Telegraph Schoolhouse heroes. The community should take great pride that Campbell teachers have been duly recognized and nominated.

In my short tenure as the high school Principal, I continue to be impressed by the character of our Campbell High School students. I have found our students to be honest and caring young citizens. Several students have organized benefits and fundraisers for students and their families who are dealing with difficult medical issues, while others have organized dances for the benefit of Katrina victims. Students in grades ten and twelve give back to the community in a variety of ways through their Sophomore and Senior projects.

Campbell High School students continue to show academic progress. Campbell's tenth grade scores on the spring NHEIAP tests improved from the previous year in both Math and Reading. SAT scores continue to improve each year, and most students who took the Advanced Placement tests received commendable scores. Campbell seniors have also been recognized as Students of the Week in the Nashua Sunday Telegraph. In addition, we are please that approximately two-thirds of the Class of 2005 was accepted into post-secondary institutions.

In the area of visual and performing arts, Campbell students continue to excel. Recently two CHS students, Melissa Goczalk and Alex Hill, earned gold keys at the Scholastic Art Awards on New Hampshire and will have their work entered into national competition later this year. Last spring the band and chorus traveled to Florida where the band performed at Magic Kingdom, and the chorus performed at Epcot. The Band, Chorus, and Drama club continue to provide the Litchfield community with stellar performances throughout the year.

Our athletes continue to be competitive in Class M interscholastic competition. The Campbell Boy's Track Team earned its first State title last spring. Our fall athletes performed well and most teams made the playoffs in their respective sports. Several of our teams were lauded for their sportsmanship during the fall season. Our winter programs are off to a fast start and all have winning records.

It is critical that we attempt to meet the varied needs of our students. While we have made much progress, there remains much work to be done. I have identified core competency consistency, school safety procedures, grading and report cards, and the NEASC self study as critical areas to review in 2005-2006. In all these areas, committees of teachers, staff, and administrators are working to review the past practices and recommend improvements. Campbell High School will conduct a self-study in compliance with the New England Association of Schools and Colleges, and the NEASC evaluating team will visit Campbell in the fall of 2007. We have begun work on our self-study and each of the committees is committed to meet a deadline with its portion of the self-study document.

I am proud of the school's accomplishments in the short time of its existence. I look forward to working with a dedicated staff and supportive community as Campbell High School continues to evolve.

Respectfully submitted,

Michael Parent  
Principal

## Campbell High School Staff 2005 - 2006

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Grade</u>	<u>Salary</u>
Ballou	Justin	Social Studies	B	\$30,337.00
Belmonte	Linda	Math	M	\$50,871.00
Bouvier	David	Tech Ed.	M	\$54,773.34
Brown	Erin	English	M	\$35,925.00
Burns	Aimee	English	B	\$35,858.00
Cassidy	Patricia	Special Ed.	M	\$55,509.00
Cassily	Shaleen	English	M	\$38,558.00
Chamberlain	Carol	Librarian	M	\$56,843.71
Colbath	Mary	Foreign Language	M	\$56,237.00
Colburn	Barbara	Consumer Science	M	\$41,384.00
Deleault	Jill	Music 50%	M	\$17,338.00
Demont	Leslie	Foreign Language	B	\$30,337.00
Flynn	Shawn	Math	B	\$40,989.00
Freeman	Denise	Art	M	\$48,819.00
Frost	Linda	Science	B	\$43,654.00
Galvin	Alaina	Science	B	\$31,369.00
Gatherum	Laurie	Business/Computer	B	\$30,337.00
Gingras	David	Social Studies	M	\$33,471.00
Gorman	Catherine	Math	M	\$53,009.00
Grant	Lesleigh	Special Ed.	B	\$39,641.00
Grieve	Douglas	Head of Guidance	M	\$52,294.24
Harrigan	David	Social Studies	M	\$40,906.00
HoeY	Jacqueline	Nurse	RN	\$44,120.00
Huot	Kathleen	Special Ed.	B	\$30,337.00
Kaplo	Patrick	Science	M	\$41,384.00
Keefe	Patrick	English	M	\$37,218.00
Kiestlinger	Daniel	Physical Ed.	B	\$52,207.00
Martin	Irene	Math	M	\$38,558.00
Martin	Phillip	Music	M	\$55,509.00
McDonough	Shawn	Computer	M	\$57,099.00
Merry	Terra	Science	B	\$35,858.00
Morrison	Kerri	Social Studies	B	\$31,369.00
O'Malley	Danny	Dean of Students	M	\$59,400.00
Orban	Chester	Science	M	\$56,237.00
Parent	Michael	Principal	M	\$85,000.00
Parker	Dawn	Special Ed.	B	\$30,337.00
Parsons	Jeffrey	Guidance	M	\$55,843.71
Perreault	Dennis	Social Studies	M	\$45,485.00
Potter	Meredith	English	M	\$38,558.00
Reilly	Kathleen	English	M	\$47,673.00
Romein	Kirk	Art	B	\$33,538.00
Roye	Patrick	Special Ed.	B	\$49,707.00
Sarsfield	Robert	Math	B	\$43,485.00
Sawicki	Margaret	Special Ed.	B	\$33,538.00
Slattery-Tardif	Rae	Foreign Language	M	\$46,016.00
Szegan	Shannon	Physical Ed.	B	\$34,679.00



## Campbell High School – Class of 2005

Matthew John Acker+	Sarah Jane Hilson+	Derek Thomas Roberge+
Andrew Robert Adams+	Melaney Grace Hodge+*	Lauren Frances Robinson+*
Peter Antonucci+	Craig M. Huckins+	Daniel P. Rochford+
Christopher D. Audet+	Sarah Elizabeth Jacobson+	Thomas George Roye+
Jessica Corey Bangs+	Stephen Craig Johnson II+	William Arthur Sartell III+
Emily Rae Blackadar+*	Kerri Lynne Jollymore+	Adam Christopher Scofield+*
Brien M. Bognaski	Jeffrey A. Jones+	Joseph Shepherd
Kayleigh Nicole Brickley+	Joel A. Jones+	Stacie Silver+
Samantha Marie Briggs	Kenneth Charles Junkins+	Ryan Simons
John Edward Britton IV+	Sheri Nicole Karstok	Kathleen Ruth Simpson+*
Justin John Brunelle+	Timothy Allen Lajoie+*	Allyson Leigh Smith+
Kyle Steven Cavagnaro+	Nathan A. Lamontagne+	Melissa Marie Smith+
Andrew John Comyns+	Stephen J. Langtry	Russell Michael Soulard
Sean R. Corcoran	Shane Thomas Largy+	Christopher A. Stahl+
Allison Marie Corf+*	Matthew Michael Lavoie+	Alexander R Stankard+
Jamie Cote+	Derek J. Leboeuf+	Samantha Rae Stein+
Marie Virginia Coye+	David Levesque	Laura Therese Thayer+*
Aimee Cozza+	Christina-Alexa Liakos+*	Kyle Robert Timpe
Rachel Theresa Cullen+*	Shaun William MacDonald+	Frank Angelo Toscano
Christopher Russell Cushman+	Rachel Lynne Matte+*	William Benjamin Towne+*
Amanda Leigh Davis+	Jeremy Mavrogeorge	Eleanor Elizabeth Wade+*
Jason J. Delangie+	Michael Keith Mavrogeorge+	John Webber
Ashley Marie Dellaire+	William Sean McNally+	Erich Konrad Weghorst+
Shawn Michael DesRoches+	Lindsey Marie Michaud+*	Katie Lynn Weghorst+
Robert Dionne+	Julia J. Miville+	Kate Elizabeth Westervelt+*
Kyle T. Donohoo+*	Sarah Etta Morgan+*	Ryan James Whalen+
Sarah Beth Durkee	Stephanie Diane Mosefski+	Adam R.M. Yusef+
Amy Lea Ferreira+*	Amanda Lee Mulrooney+	
Kelly Flanagan+	Amanda Rose Murray+	
Kristen Ann Fontaine+*	Lyndsy Amanda Nicole Nadeau	
Jason B. Gabriel	Brenton Morgan Nilsen	
Michael J. Galimi+	Lindsay Anne Oliva+	
Lauren Gendron+	Amanda Marie Ordway+	
Melissa Louann Griswold+	Nickolas Jason Pacheco+	
Amanda L. Harman+	Trez Payne	
Jessica Marie Haynes+	Kimberly Ann Pennock+	
Joseph Keller Hilliard+	Daniel J. Rankins+	

\* National Honor Society

+ Diploma of Distinction

SAU #27 Litchfield School District  
School Calendar 05-06 - School Board Approved 3/23/05

**REVISED CALENDAR**  
1/30/06

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

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

TW = No school for students, but school for teachers  
 X = No school for students and teachers  
 XX = District schools and offices closed  
 S = Snow Day

**Sept - Jan: 94 school days**

**Feb - Jun: 86 school days**

<i>In-service Days (TW)</i>	Aug	24	25	26	29
<b>1st Day of School</b>	Aug	<b>30</b>			
Labor Day	Sep	5			
Columbus Day	Oct	10			
Veteran's Day	Nov	11			
Thanksgiving Recess	Nov	23	24	25	
Holiday Recess	Dec	26th through Jan 2nd			
Martin Luther King Day	Jan	16			
<i>In-service Day (TW)</i>	Feb	20			
Winter Recess	Feb	27	28	1-Mar	2 3

<i>In-service Day (TW)</i>	Mar	24			
Spring Recess	Apr	24	25	26	27 28
Memorial Day	May	29			
<b>Revised</b>					
<b>Last Day (tentative) for Students</b>	(early release) June	<b>19</b>			
<i>In-service Day (TW)</i>	June	20			
<b>180 Total Student School Days</b>					
<b>190 School, Snow, &amp; TW Days</b>					
<b>SNOW DAYS WILL BE MADE UP AT THE END OF THE SCHOOL YEAR IN JUNE (before the TW Day)</b>					

**Please Mark your Calendar:**  
 Deliberative Session February 11, 2006 - 2:00pm

**Please Mark your Calendar:**  
 Voting Day March 14, 2006

**Phone Numbers:**

Griffin Memorial School 424-5931, Litchfield Middle School 424-2133, Campbell High School 546-0300

# LITCHFIELD SCHOOL DISTRICT

## ENROLLMENT - PROJECTIONS ELEMENTARY

Grade	Enrolled October 1, 2004	Enrolled October 1, 2005	Projected September 2006
1	153	103	141
2	137	150	101
3	128	136	151
4	141	134	141
<b>Total</b>	<b>559</b>	<b>523</b>	<b>534</b>

## ENROLLMENT - PROJECTIONS MIDDLE SCHOOL

Grade	Enrolled October 1, 2004	Enrolled October 1, 2005	Projected September 2006
5	134	138	134
6	153	142	144
7	145	152	142
8	156	149	157
<b>Total</b>	<b>588</b>	<b>581</b>	<b>577</b>

## ENROLLMENT - PROJECTIONS HIGH SCHOOL

Grade	Enrolled October 1, 2004	Enrolled October 1, 2005	Projected September 2006
9	147	143	141
10	135	145	142
11	109	134	144
12	106	106	130
<b>Total</b>	<b>497</b>	<b>528</b>	<b>557</b>

Combined  
Totals

1644
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1632
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1668
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**LITCHFIELD SCHOOL DISTRICT  
DELIBERATIVE SESSION  
February 5, 2005  
The State of New Hampshire**

Time, Place:

The meeting was called to order at 2:10 p.m. in the Campbell High School auditorium.

Present:

Mr. John G. Regan, Moderator presiding.

School Board members: Mrs. Cynthia Couture, Chairman; Dick Rafferty, Dot Beauregard, (Building Committee Chairman); and Pat Jewett (Selectwoman)

Superintendent of Schools, Ms. Catherine M. Hamblett; Director of Special Services, Ms. Ronda Gregg; Business Administrator, Mr. Stephen Martin; Director of Curriculum and Instruction, Mrs. Joyce Choate; Technology Coordinator, Mr. Adam Steel; Michele E. Flynn, School Board Secretary; Lynn Baddeley, School District Clerk; Gordon Graham, School Attorney; Dan Cecil, Harriman Associates

Campbell High School Principal, Mr. William Marston; Assistant Principal/Dean of Students, Ann Holloran; Litchfield Middle School Principal, Mr. Martin ("Bo") Schlichter; Assistant Principal, Tom Lecklider; Griffin Memorial School Principal, Dr. Linda Scott; Assistant Principal, Stacy Maghakian (*excused*)

Budget Committee members: Mr. Brent Lemire, Chairman; Mr. John Caynon; Mrs. Susan Rafferty; Mr. William Spencer; Mr. Cecil Williams, (Selectmen Representative); and Mr. Scott Innes.

Ballot clerks:

Ms. Joan McKibben, Ms. Bertha Mieckowski, Ms. Kathleen Algeo, Corlyn Yusuf

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

Mr. Regan introduced Mrs. Couture who introduced the Superintendent and Board members. She noted that Mr. Ralph Boehm, (School Board Representative to the Budget Committee) could not attend this afternoon's session. Mr. Regan introduced Mr. Brent Lemire, Chairman of the Budget Committee. Mr. Lemire introduced Budget Committee members.

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

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

## ARTICLE 1

*Passage of this article shall override the 10% limitation imposed on this appropriation due to the non-recommendations of the Budget Committee.*

*Shall the Litchfield School District vote to raise and appropriate the sum of nineteen million, eight hundred thirty-six thousand, two hundred sixty-nine dollars (\$19,836,269.00) for the construction, furnishing, and original equipping of a new elementary school, and to authorize the issuance of not more than nineteen million, eight hundred thirty-six thousand, two hundred sixty-nine dollars (\$19,836,269.00) of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon and to authorize the School Board to apply for, accept, and expend federal, state, or other aid which may be available for the project and to comply with all laws applicable to the project, and to take all other necessary action in connection therewith; and to further raise and appropriate the additional sum of five hundred sixty-two thousand, twenty-eight dollars (\$562,028.00) for the first year's payment of interest on the bond?*

*Three-fifths (3/5) ballot vote required.*

*Recommended by the School Board (5-0)*

*Not Recommended by the Budget Committee  
because of a tied vote. (4-4)*

Mr. Regan announced he will allow some mention of Article 2 with discussion of Article 1. Mrs. Couture addressed Article 1 while referring to a presentation on the new PreK-5 school. She stated that only voting residents who were members of the Building Committee participated in voting on the new school option. She informed the community who the voting members of the Building Committee were and that ex-officio members did not vote. She explained the process for choosing Harriman Associates as the architectural firm. The committee surveyed the community to establish a long range plan. Mrs. Couture presented information on enrollment, problems at GMS and advantages for the new PreK-5 school proposal. Mrs. Couture explained the rationale for the new PreK-5 elementary school and the subsequent phases the voters could expect, addressing issues at Griffin Memorial School and overcrowding at the middle school. She indicated that the new school building would be cost effective and energy efficient, the best investment of tax dollars, it will eliminate the portables at LMS, site studies support the new school, and there will be no new construction for 10 years.

Mrs. Couture introduced Mr. Dan Cecil of Harriman Associates to address the particulars of the new PreK-5 school design. Mr. Cecil reviewed the site plan of the new school building noting that it is a cost effective design. The site design was influenced by location, present site and building conditions, wetlands, and traffic. He stressed that the parking and pick up/drop off

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areas are child safe. The building faces south, which is conducive for solar gain. He pointed out the location of the septic fields and a potential to expand play fields by cutting back the woods on the easterly side of the site.

Mr. Cecil reviewed the floor plans. The building is 112,714 square feet and the two floors are similarly designed. The core space is designed for 1000 students. Discussions with the NH DOE led to their agreement with the site plans and building design. He noted that there are locking corridor doors to close off and/or lock off sections not being used at night. The cafeteria is designed for maximum visibility of the pick up/drop off, parking, and play areas. He stressed that the building is extremely code compliant. He reviewed the exterior design of the new school proposal. Mr. Cecil referred to the New Elementary School flyer and explained the project budget summary sheet. He turned the presentation back to Mrs. Couture.

Mrs. Couture reported that the School Board chose to endorse a 20-year bond. She explained that this reduces the yearly tax impact for the individual taxpayers. She spoke about the tax impact on the town. She noted that the home value comparison is based on assessed value and not market or appraised value. Mrs. Couture moved on to discuss the reasoning for not using GMS. She reviewed a cost estimate to bring GMS up to standard code – the total being \$4,355,203.00. She recapped the presentation information stressing that this will be the last school the community needs to build.

Mr. William Spencer of 9 Cranberry Lane commented as a resident of the town and questioned where Kindergarten would be placed if the article passes.

Mr. Cecil responded stating that there is more than enough space to house Kindergarten in the new PreK-5 school. The Kindergarten could go either in the expanded part of the building or near the front of the building.

Mr. Alfred Raccio of 16 Bear Run Drive questioned if anyone considered homeland defense municipality subsidies regarding the construction new municipal buildings.

Mrs. Couture stated that there hasn't been any research of grant funding as yet, but there is wording in the article to be able to negotiate for further grant money. She noted that the New Hampshire Department of Education agreed with the construction plans and site development.

Mr. Raccio was concerned about the wording of the article. He inquired if every funding mechanism (grants) had been investigated.

Mrs. Couture stated that this is the responsibility of the Superintendent's office.

Mr. Spencer stated that the difference between the 20-year bond at 5% and the 15-year bond at 4.75% is about \$2.9 million. He wanted to know what the town will pay for each bond in interest. He suggested the School Board rethink the burden on the taxpayers over time in paying more in interest.

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Mrs. Couture noted that the 20-year bond was decided to be the best method of reducing the tax burden on the individual taxpayer in the town.

Mrs. Laurie Ortolano of 16 Martin Lane asked for the cost per square foot of the new school design this year compared to the design proposed last year.

Mrs. Couture explained that construction prices had increased over last year. Last year the design would have cost \$104.00 per square foot and this year the cost is \$118.00 per square foot.

Mrs. Ortolano questioned if the size of the building, 112,714 sq. ft. this year had influenced the increase over last year.

Mr. Cecil pointed out that the proposed new school design is a totally different building than the one that was proposed last year. Construction costs increased due to the construction market, an 8% - 10% rise over 2004; steel costs rose in the 20%-25% range; there have been significant increases in the cost of cement and drywall. He noted that the cost per sq. ft. was verified with NH DOE.

Mr. Mark Ferguson of 1 Martin Lane inquired of the NRC date set for total build out.

Mrs. Couture responded that no date has been set.

Mr. Spencer asked where the SAU offices would go if Article 1 passes.

Mrs. Couture explained that the SAU would need to stay at CHS.

Mr. Raccio asked about the build out numbers. He commented on housing restrictions in Litchfield over the last few years. He stated that he believed the build out numbers were based on the census results prior to 10 years ago and that the numbers being presented are not from current data. He raised concerns about the projections and the validity of the numbers.

Mrs. Couture responded that an analysis was done in August 2004, housing for older persons and the changes over the last several years have been taken into consideration. She noted that the numbers include all permits given and is up to date as of August 2004.

Mr. Doug Orlando of 8 Pilgrim Drive asked what will be done about overcrowding if Article 1 doesn't pass. He asked if a plan is in the works. His concerns are the portables, parking, traffic, and classes moved to the gyms.

Mrs. Couture noted that the lease for the portables at LMS is up in summer 2005. The District will continue to lease the portables and that Special Education and Occupational Therapy rooms at GMS will need to be moved to the gym to open up space for classrooms.

Mr. Orlando raised a concern about child safety regarding cars and buses using the parking lots where portables are stationed.

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Mrs. Couture noted the concern for the children's safety stating that the School Board is very concerned about this issue.

Mr. Ray Peebles of 205 Charles Bancroft Highway, a town Selectman and member of the Planning Board, asked if GMS failed safety tests recently. He also commented that the town build out analysis is not complete or accurate. He stated that the build out analysis is only a guesstimate based on the current zoning at the time the document is written. He said that the Building Committee needs to make sure that the numbers are accurate. He also mentioned that he helped the Building Committee acquire those numbers and the revision of the study is incomplete.

Mrs. Couture acknowledged that Mr. Peebles' cooperation in providing the build out numbers. She stated that those numbers are based on a current analysis done in August 2004, that the Fire Department has deemed GMS is as safe as it can be, and that Griffin has not failed any of the safety standards that are currently used.

Mrs. Dot Beauregard commented as the Building Committee Chair. She noted that the build out analysis was done in conjunction with the National Regional Planning Commission with Steve Wagner and reflected numbers as of August 2004.

Mr. Peebles stated that the numbers have not been ratified by the Planning Board. He also raised concerns about the travel distance for students from classrooms to exits according to the new school design proposed floor plans.

Mr. Cecil addressed the safety standards of the new school building design stating that it meets all current codes. He noted that all classrooms are at safe travel distances and that the floor plan is just an example. He pointed out that the floor plan designs are intended to group grades together and that the classroom placements have not been finalized. He also stated that the new school will have an up to date fire alarm system and sprinklers, where GMS has none, and the building will be handicap accessible and GMS is not.

Mr. Steve Martin, Business Administrator for the District, addressed the previous question concerning federal grants. He stated that federal grants do not happen until the detailed specification for construction have been done. He noted that at this stage in the process the town needs to raise and appropriate the total cost for the building. He addressed the question on the tax burden and the 15-year bond. He explained that it is true more interest is paid out over the life of the 20-year bond, but the individual taxpayer would have a larger payment each year for a 15-year bond. Most taxpayers worry about what they have to pay every year, not what the whole town might pay over 20 years.

Mr. Cecil addressed the homeland security issue raised by Mr. Raccio. He noted that this design is best in meeting safety standards for new buildings, pointing out that it faces south for maximum visibility, the administration offices near the main entrance, the security system is designed with an automatic locking system to deter intrusion which will provide for maximum security.

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Mrs. Robin Corbeil of 4 Nesmith Court asked about the cost of the portables at LMS per year.

Mrs. Couture informed her that the current cost is \$48,000.00 per year and the new lease will cost \$40,000.00 per year, based on a three year lease if Article 1 passes.

Mrs. Corbeil asked what will happen to the difference in cost of the portables if the new school is built.

Mrs. Couture noted it will either be returned to the town or be applied toward the cost of the new building.

Mr. Philip Reed of 7 Forest Lane commended the Building Committee, School Board, and all who were involved in the new PreK-5 school project. He showed his support for new school proposal; he complimented the staff at GMS stating the teachers do an excellent job, and was disappointed to see Article 2 on the ballot because it means nothing will happen in his opinion. He noted that if either Article 1 or 2 do not pass then it will be 2 years before kids are taken out of a totally unacceptable environment. He was concerned that the community is setting itself up for a lawsuit because the children have not been adequately provided for. He stated that it was his moral obligation to support Article 1 and properly provide for the children.

Mr. Thomas Schofield of 6 Parker Circle commented as a fire safety employee stating that in the first 93 days of the school year, 8 fire drills were conducted at GMS. 3 were supervised by the fire department. He stated that the 569 students were evacuated in 1 minute and 45 seconds, the 500 CHS drill took 2 minutes and 15 seconds, and the drill at LMS took 1 minute and 38 seconds. The fire department has taken every reasonable step to make GMS safe. He stated that he doesn't want anyone to think the fire department doesn't take the situation at GMS seriously. He further stated that GMS is not unsafe.

Mrs. Ortolano commented that air quality tests were conducted every year and the results were always positive. It got to the point where the testing was stopped. She asked if the School Board tested the air quality this year and what were the results.

Mrs. Couture noted that an air quality test had been conducted, but the School Board has not seen the report yet. She was informed the report should be available this week.

Mr. Raccio addressed the homeland security issue again. He is concerned with nuclear, chemical, or biological safety of the new school building design. He commented that the District should engage and address those concerns.

Mr. Cecil responded to Mr. Raccio's comments. He noted that if federal grant money from homeland security is available, these concerns could be met. He stated that the building is designed for maximum safety.

Mrs. Susan Seabrook of 18 Bear Run Drive, a nurse for the school District, commented on the space needs of the elementary and middle schools. She is concerned with overcrowding and

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noted that the portables at LMS do not have bathrooms and students have to walk to the main building to use the restrooms. She stated that this interferes with learning. She raised concerns about old rooms being used at GMS with little or no ventilation, inconsistency in heating, leaks in the ceilings, and a collapse of ceiling tiles in GMS. She further stated that this is not a desirable place to educate children and that the town is in need of a new school.

Mr. Orlando asked about the ventilation systems at GMS, dehumidifiers, and drafty windows. He wanted to know what the Air quality issues are at LMS.

Mrs. Couture answered that there are dehumidification systems in the office and preschool area at GMS and that the interior rooms that are being used as classrooms at LMS can become uncomfortable, but were not meant to be used for classrooms.

Mr. William Rodonis of 44 Charles Bancroft was concerned with the residents over the years that have paid for the existing schools and stated that he supports the shorter term bond.

Mrs. Kate Wallace of 22 Wren Street asked what the construction costs will be if Article 1 does not pass.

Mr. Cecil addressed the questions noting that the costs will be higher, but that it is hard to know how much higher. He estimated that costs could rise 3%-5% per year, although it has not been verified yet.

Mrs. Wallace observed that it doesn't matter if the bond is for 15 or 20 years, construction costs are still going to be more expensive as the years go by.

*Ms. Susanne Ayer of 12 Hildreth Drive made a motion to end discussion of Article 1. Mr. Stephen Beauregard of 8 Nightingale Lane seconded. The motion to end discussion on Article 1 passed by majority voice vote.*

Article 1 stands as written.

## ARTICLE 2 (Petitioned Warrant)

*Shall the Litchfield School District vote to raise and appropriate the sum of fifteen million dollars (\$15,000,000.00) of which fourteen million, seven hundred sixty thousand dollars (\$14,760,000.00) will be for the construction, furnishing, and original equipping of a new preschool through grade three (3) elementary school, and two hundred forty thousand dollars (\$240,000.00) will be for alterations and upgrades to Griffin Memorial School, which will house grades four (4) and five (5), and to authorize the issuance of not more than fifteen million dollars (\$15,000,000.00) of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to take all other necessary action in connection therewith; and to further raise and appropriate the sum of four hundred two thousand dollars (\$402,000.00) for the first year's payment of interest*

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*on the bond. If Warrant Article 1 shall pass, then this Warrant Article shall be deemed void and of not further effect. This is a petition warrant article.*

*Three-fifths (3/5) ballot vote required.*

*Not Recommended by the School Board*

*Recommended by the Budget Committee*

Mr. William Spencer, Budget Committee member, addressed Article 2 for the petitioners. He stated that he disagreed with the School Board's conclusion of GMS, the petitioners are concerned with the tax rate, and that they believe that Article 2 will be sufficient. The numbers for the new smaller school proposed in Article 2 came from a previous project cost, based on an 81,000 sq. ft. school with a cost of \$14.7 million. The petitioners believe the costs to maintain GMS are overstated and that they proposed \$240,000.00 for catch up work. He stated further with only grades 4 and 5 in GMS when the new smaller school is built, there will be no need for an additional parking lot. The community could vote on a sprinkler system, dewatering, and dehumidification in the future if they desire.

He went on to say that the air quality is same as dehumidification. He acknowledged the letter from Dan Cecil of Harriman Associates, which basically addressed the fact that the proposed building in Article 2 was taken from a comparison study his firm performed for the Building Committee last year. Mr. Spencer stated that the initial estimate was taken from Mr. Cecil's project cost for an 81,000 sq. ft. school building, which in the opinion of the petitioners is a design option. The petitioners recognize that there will be additional work needed at the GMS each year and that the annual maintenance costs will increase as it ages, but many repairs were already made and will not need to be replaced for many years. He stated that the cost to maintain GMS will be part of operating budget on an as needed basis.

Mr. Spencer stated that the basis of Article 2 is that GMS can be maintained for less than \$100,000.00 per year, but it is up to the voters. Article 2 is a smaller bond, whereas Article 1 is a larger bond and Article 2 will save the town \$8 million. Mr. Spencer stated that despite what the architect feels, the petitioners feel Article 2 is sufficient.

#### Amendment #1

*Mr. Brian McCue of 11 Newstead Street made a motion to amend Warrant Article 2 to read:*

*"Warrant Article 2 has no building or site design that sufficiently represents a true estimate of the cost. Shall the Litchfield School District vote to raise and appropriate the sum of zero dollars (\$0.00) of which zero dollars (\$0.00) will be used for the construction, furnishing, and original equipping of a new preschool through grade three (3) elementary school, and zero dollars (\$0.00) will be for alterations and upgrades to Griffin Memorial School, which will house grades four (4) and five (5), and to authorize the issuance of not more than zero dollars (\$0.00) of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to take all other necessary action in connection therewith; and to further raise and appropriate the sum of zero dollars (\$0.00) for the first year's payment of interest of the bond? If Warrant Article 1 shall pass, then this*

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*Warrant Article shall be deemed void and of not further effect. This is a petition warrant article."*

*Mr. Doug Orlando seconded the motion.*

Mr. Spencer commented that there are people that will support a new school and that Article 2 should be written for everyone to have a choice. He warned that blocking out Article 2 will cause a worse problem and he does not support amendment.

John Devereaux of 22 Oak Drive stated he does not support the amendment and that the School Board and Building Committee failed to support Article 1 with a community consensus. He urged the committees to work together and allow both articles to go forward.

Mrs. Couture clarified Mr. Devereaux's comment regarding the Building Committee stating that a community survey was mailed last spring to ask voters for input regarding a new school building. The input was significant asking the Committee to form a long range plan and fix the problem. Many voters responded they preferred a single school.

Mr. Raccio concurred with Mr. Spencer and Mr. Devereaux stating the community's vote should be based on a choice. He does not support the amendment and feels the community will not see a new school. He feels that it is a mistake to zero out Article 2.

Mr. Orlando commented that the Building Committee spent several months considering a \$20 million building as opposed to two buildings because staffing 2 buildings is more expensive and the Committee felt that GMS should no longer be used as a school. They weighed the facts and projections and concluded that a one school option was much cheaper for the community.

Mr. Peebles commented that it is important for Article 2 to stay on the ballot so voters can have a choice. He stated that the capital improvements in town are stacking up and there is a hiatus on the large building boom in Litchfield for one more year. He stated further that he will not support any plan not using GMS as a school.

Mr. Beauregard stated that he supports Article 1 because the taxes are well spent. There are too many problems at GMS and Article 2 does not provide for reasonable renovations.

Mrs. Ortolano stated that she supports Article 2 and that the option of using GMS is not in Article 1. She believes that some parts of GMS can be sustained, that the costs in Article 2 were justified, and that \$14.7 million was not a thoughtless number. She commented that there is a \$6 million difference between construction costs for a larger school and smaller school.

Mr. Spencer stated that the articles are not opposing articles and that he supports Article 2 to stand as written.

Mrs. Beauregard, speaking as a resident, commented that there is a strong misperception that Article 2 is less expensive. It has been shown that running 2 schools is more expensive than running 1 school and that \$240,000.00 will not repair GMS properly. She noted that there are

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water issues that are substantial and the problems will not go away with fewer children in the school.

Mr. Cecil verified numbers and the project process. He stated that the District needs an adequate larger school. He explained that there were 3 study options for a new school, which was a simple way to compare schools, and that option B1. (a larger school) was the best option. He noted he would never go to a bond vote with a concept amount such as in Article 2.

Mr. Cecil referred to a letter he recently sent to the School Board in which he clarified strongly that the proposal presented by the petitioners for Warrant Article 2 is not endorsed by Harriman Associates, as the project budget number (\$14,760,000.00) was originally part of a school comparison study and not a true project cost. He indicated that the proposal presented on the petition article has not been reviewed or verified by the Department of Education; there is no building design, no site design, and no estimate to verify. He also wrote that the proposal in Article 2 is an unacceptable misrepresentation.

Mr. Spencer commented that the criterion used was the same for both options with both schools on the same location. He stated that the larger school has a large gym and that costs can be reduced with a smaller school. He feels that PreK-3 school does not need a large gym.

Mr. Cecil responded by stating that the budget cannot be balanced by trimming the design here and there.

*Mr. Reed made a motion to close the question on Article 2. Mr. Raccio seconded. The motion passed by majority voice vote.*

*A standing vote was taken.*

*Yes: 79*

*No: 55*

*The motion, as amended, passed by majority standing vote.*

*Mrs. Beauregard made a motion to restrict reconsideration for Article 1 and Article 2. Mr. Spencer seconded. The motion passed by majority vote.*

Mr. Reed stated a point of order that the article has not been closed for discussion, therefore a restriction of reconsideration should not be considered.

The moderator retracted the motion.

### Amendment #2

*Mr. Raccio made a motion to amend Article 2 as it stands and to reinstate the dollar value of fourteen million, seven hundred sixty dollars (\$14,760,000.00). Mr. Peebles seconded.*

Mr. Raccio feels a reasonable argument should be put forward and to leave it to the voters.

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Mr. William Barrett of 53 Pilgrim Drive feels Article 2 undermines Article 1 and will cause confusion to the voters on March 8<sup>th</sup>. He feels that it will be difficult to get 60% of the vote on Article 1.

*Mr. Timothy Wade of 11 Bear Run Drive motioned to close the discussion of Article 2. Mr. Spencer seconded. The motion passed by majority voice vote.*

A secret ballot was requested. The moderator instructed voters to use yellow Ballot #12. He clarified that a 'Yes' vote means the majority if in favor of changing Article 2 back to the original dollar amount and a 'No' vote means voters are in favor of a zero dollar (\$0) amount in Article 2.

*Yes: 51*

*No: 90*

*The motion to amend Article 2 to reinstate the original dollar amount as it was written failed by secret ballot vote.*

*Mr. Timothy Wade motioned to close the discussion on Article 2. Mr. Mark Fontaine of 136 Talent Road seconded.*

*Mrs. Beauregard restated her motion to restrict reconsideration for Article 1 and Article 2. Mr. Spencer seconded. The motion passed by majority voice vote.*

**ARTICLE 2** (as it will appear on the ballot):

*"Warrant Article 2 has no building or site design that sufficiently represents a true estimate of the cost. Shall the Litchfield School District vote to raise and appropriate the sum of zero dollars (\$0.00) of which zero dollars (\$0.00) will be used for the construction, furnishing, and original equipping of a new preschool through grade three (3) elementary school, and zero dollars (\$0.00) will be for alterations and upgrades to Griffin Memorial School, which will house grades four (4) and five (5), and to authorize the issuance of not more than zero dollars (\$0.00) of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to take all other necessary action in connection therewith; and to further raise and appropriate the sum of zero dollars (\$0.00) for the first year's payment of interest of the bond? If Warrant Article 1 shall pass, then this Warrant Article shall be deemed void and of not further effect. This is a petition warrant article."*

Mr. Regan moved on to Article 3.

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### ARTICLE 3

*Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling fifteen million, nine hundred twenty, three hundred eighty-five dollars (\$15,920,385.00)? Should the article be defeated, the default budget shall be fifteen million, seven hundred ninety-eight thousand, five hundred thirty dollars (\$15,798,530.00), which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.*

*Recommended by the School Board*

*Recommended by the Budget Committee*

Mr. Martin, Business Administrator for the District, addressed Article 3. He presented the budget and briefly reviewed it for the voters. He explained that the total budget consisted of three parts: the operating budget, food service, and federal funds. He introduced the new law for default budget determination and reporting requirements. He commented that the School Board made many efforts to keep increases to a minimum. Mr. Martin stated that the bottom line of the School Board's proposed budget is an 8.9% increase, not of the Budget Committee's final number. When reviewing the different accounts in the operating budget he noted a historical under budgeting of plant & maintenance services, which he based on personal observation.

Mr. Martin reviewed the Budget Committee's recommended budget number. He explained the process they used to arrive at the operating budget. Starting with an earlier default number. \$15,768,530.00, \$90,226.00 was added for the new elementary reading program. \$32,000.00 for salary attrition was cut, \$32,000.00 for substitute salaries was added in, \$30,000.00 for utilities was cut, \$20,000.00 for repairs and maintenance was added, \$35,000.00 for athletic programs was added, \$4,629.00 for biology textbooks for the high school was added. \$33,000.00 for Special Education Handicapped Tuition was cut, \$55,000.00 for GMS tutors was added, and \$10,000.00 for Special Education mediation agreement was added; for a total of \$15,920,385.00.00.

#### Amendment #1

*Mrs. Couture made a motion to amend Article 3 to increase the operating budget to \$15,962,037.00.00. Mrs. Beauregard seconded.*

Mr. Martin explained the increase is an addition to expand the Human Resources Coordinator's position to full time and increase the compensation for the position. The current H. R. Coordinator has more responsibilities than the previous description of position and the increased wages will compensate the position as a full time position, which is needed. Mr. Martin stated that the Budget Committee approved the increase.

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Mr. Brent Lemire, Budget Committee Chair, affirmed that the increase was supported by the Budget Committee.

Mr. Raccio commented for clarification of the acronyms being used.

Mr. Martin explained that NH DOE stands for the New Hampshire Department of Education; ADA stands for the Americans with Disabilities Act; and EEOA stands for the Employees Equal Opportunity Act.

*Mr. Timothy Wade made a motion to close the discussion of the amendment. The motion was seconded. The motion passed by majority voice vote.*

Mrs. Marilyn Wade of 11 Bear Run Drive commented that the Budget Committee's salary account did not include the part time music teacher, part time custodian, and the assistant technology coordinator. She asked for each amount and how much would it add to budget.

Mrs. Couture noted that the part time music teacher is a warrant article.

Mr. Reed commented that in 1977 when he was on the School Board and Litchfield was a smaller town, the total proposed budget was \$1.2 million.

Mr. Martin responded to Mrs. Wade's question stating that the assistant technology coordinator's salary w/benefits would have been \$45,146.00, the part time custodian's salary would have been \$13,805.00, and the part time music teacher's salary is notated in Warrant Article 9 as \$20,857.00.

Mrs. Laura Ferrari of 4 Colonial Drive asked how much of the school facilities' repairs were cut and what would be needed to add it back into the budget.

Mr. Martin responded that the School Board originally requested a \$70,000.00 increase. The moderator reminded Mrs. Ferrari that there is a motion for an amendment on the floor and to keep comments and questions to the amendment.

*The motion to amend Article 3 to increase the operating budget to \$15,962,037.00 passed by majority voice vote.*

*Mrs. Ferrari made a motion to amend Article 3 to increase the operating budget to \$16,012,037.00. Mr. Spencer seconded.*

Mrs. Ferrari explained that this increase represents an additional \$50,000.00 for maintenance of the facilities.

*The motion, as amended, passed by majority standing vote.*

Mr. Lemire commented on the reason the Budget Committee was divided on certain issues. He stated that the members were concerned that if they recommended a figure that made it difficult

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for the taxpayers, the default number could be the one that passes. He cautioned voters that while the Committee recognizes the needs of the District, they also recognize the needs of town and the needs of taxpayers. The Committee does not want too many additions to the budget because they are concerned the default will ultimately pass.

*Mr. Raccio motioned to close the discussion on the amendment. The motion was seconded. The motion passed by majority voice vote.*

Mr. Scott Corbeil of 4 Nesmith Court asked about the replacement of the computer lab and if new computers are in the budget.

Mrs. Couture answered that computers are not in the budget.

Mr. Corbeil stated that there are more pressing technology needs in the elementary and middle schools and raised a concern over the computers in the schools.

Mrs. Couture commented that the computers at CHS would have been used in those schools if new computers were in the budget

Mr. Peeples questioned the cost for football and for the athletic trainer, asking why the District has one and what his responsibilities are.

Mr. Martin explained that \$23,155.00 was added to fund football, not including trainers. The reasons for athletic trainers are both safety and liability. The athletic trainer's cost is \$25,050.00 for services.

Mrs. Couture indicated the need for an athletic trainer stating that having an athletic trainer is important, especially if there is an accident.

Mr. Peeples commented that he felt the safety of students who participate in sports falls on the coaches and directors.

Mrs. Couture pointed out that the District should reign on the side of caution when litigation may be involved.

*Mr. Spencer made a motion to end the discussion of Article 3. Mr. Innes seconded. The motion passed by majority voice vote.*

*Mr. Wade made a motion to restrict reconsideration of Article 3. Mr. Devereaux seconded. The motion passed by majority voice vote.*

**ARTICLE 3** (as it will appear on the ballot)

*Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth*

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*herein, totaling sixteen million, twelve thousand, thirty-seven dollars (\$16,012,037.00)? Should the article be defeated, the default budget shall be fifteen million, seven hundred ninety-eight thousand, five hundred thirty dollars (\$15,798,530.00), which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.*

#### **ARTICLE 4**

*Shall the Litchfield School District authorize the School Board to sell or convey the Griffin Memorial School and its associated land and buildings on such terms and conditions as the School Board determines are in the best interest of the District, provided that before any sale or conveyance the School District must first hold a public hearing on the proposed sale or conveyance? This article will remain in effect until such time as the property is sold or conveyed.*

*Recommended by the School Board*

Mrs. Couture addressed Article 4. The Board had authorized a real estate appraisal, which they had just received earlier that day. Two Board members had not yet received the information. The Board will be continuing discussion on the appraisal information. The appraisal company had noted they had never before received a property that had so many different studies conducted on it by so many professionals.

Mr. Raccio asked about the asbestos at GMS. He raised concerns about the liability in asbestos removal associated with the selling of GMS and questioned what kind of research has been done to offset the costs associated with its removal.

Mrs. Couture stated that everything has been documented and GMS is re-inspected every 3 years.

Mrs. Cathy Ryan of 14 Cummings Drive asked what happens to the playfields if GMS is sold.

Mrs. Couture stated that the site is separated into 2 parcels and the School Board has no intention of selling the ball fields.

There was no further discussion.

**Article 4 stands as written.**

#### **ARTICLE 5**

*Shall the Litchfield School District vote to raise and appropriate the sum of two hundred fifty thousand dollars (\$250,000.00) for the purpose of replacing the entire original roof at Litchfield Middle School? This is a Special Warrant article.*

*Recommended by the School Board*

*Recommended by the Budget Committee*

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Mrs. Jewett addressed Article 5. She stated that the roof has been leaking for some time and that she supported this article.

*Mrs. Jewett made a motion for the article to be approved as written.*

Mr. Wade recommended that all business in the future be put in warrant articles.

Mr. Dennis Miller of 37 Wren Street, asked about the time limit on the bid process for the roofing of LMS. He wanted to know if it would impact school events.

Mr. Martin stated that it must go out to bid and that his hopes are that it will be done as quickly as possible.

There was no further discussion.

**Article 5 stands as written.**

## **ARTICLE 6**

*Shall the Litchfield School District vote to approve a four (4) year lease-purchase agreement for the purpose of purchasing a fully equipped 2005 Ford F-350 truck for district wide use and raise and appropriate the sum of nine thousand, nine hundred dollars (\$9,900.00) as the first year's payment? This is a Special Warrant article.*

*Recommended by the School Board*

*Recommended by the Budget Committee*

Mr. Rafferty addressed Article 6. He mentioned that this lease-purchase agreement is similar to the town's lease-purchase. There is much equipment to move between the three schools. He commented that the District's tractor is for maintaining the District property. He pointed out that currently District employees use their own personal vehicles to move equipment, which can become a liability issue.

Ms. Ayer asked what was meant by the term fully equipped and if it includes a plow or a sander.

Mr. Rafferty answered that it will be equipped with a plow.

Ms. Ayer asked if it will include a sander.

Mr. Rafferty checked the vehicle's information sheet and stated that the truck includes a snow plow prep package, a plow blade, a dump body, a combined hitch, strobe lights (required by law), but not a sander unit.

Ms. Ayer asked if the truck will be used for the parking lots and sidewalks, and she wanted to know if the District would be looking for additional manpower to operate it or if it will be left up to each school.

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Mr. Rafferty informed Ms. Ayer that at this point the District is simply asking for a vehicle and the Board has had no discussion on any other points.

Ms. Hamblett affirmed that there has been no discussion about additional equipment. The Board's discussion of personnel centered on the addition of a part time custodian for CHS and to expand the hours of the night supervisor custodian. The Board is not planning to withdraw the current contract for plowing.

Ms. Ayer stated that the District is desperately in need of a truck and that she supports the article.

There was no further discussion.

**Article 6 stands as written.**

## **ARTICLE 7**

*Shall the Litchfield School District vote to establish a capital reserve fund under the provisions of RSA 35:1 for the purpose of funding school capital improvements, building maintenance and repair; and raise and appropriate up to fifty thousand dollars (\$50,000.00) and to authorize the use of that amount from the year-end undesignated fund balance available on July 1 of this year; and to designate the School Board as agents to expend?*

*Recommended by the School Board*

*Not Recommended by the Budget Committee*

Mrs. Beauregard addressed Article 7. She commented that this capital reserve fund is to provide for emergencies or equipment breakdowns and that if, and only if, any undesignated funds are left over in next year's budget the money can be used to provide for any such emergencies. She confirmed that this is basically an emergency fund.

Mr. Lemire informed the voters that the reason the Budget Committee did not recommend this article was not because it wasn't needed, but because they were trying to prioritize the warrant for the taxpayers.

*Mr. Timothy Kearns of 1 Brickyard Drive, made a motion to amend article 7 to appropriate \$0.00 dollars. Mr. Raccio seconded.*

Mrs. Couture clarified that this article will not cost the taxpayers any additional money and that the undesignated funds will only be used if available at the end of next year.

Mr. Jim Cartwright of 51 Pilgrim Drive agreed with Mrs. Couture stating that this is a contingency fund for unexpected expenditures and he recommended the article be approved as written.

Mr. Spencer commented that if the money wasn't put into the emergency fund it could be returned to the town and used to reduce the taxes.

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Mr. Miller stated that he is against the article being reduced to \$0.00. There is a tremendous amount of maintenance still needed for the three schools.

*Mr. Raccio made a motion to call the vote on the amendment. Mr. Kearns seconded. The amendment failed by majority voice vote.*

*Mr. Wade made a motion to close the discussion on Article 7. Mr. Devereaux seconded. The motion passed by majority voice vote.*

**Article 7 stands as written.**

**ARTICLE 8**

*Shall the Litchfield School District vote to raise and appropriate the sum of twenty-eight thousand, one hundred fifty-six dollars (\$28,156.00) to be added to the operating budget for the purpose of funding salary and benefits to expand the position of part-time computer literacy teacher at Litchfield Middle School to full-time for the Litchfield School District?*

*Recommended by the School Board*

*Recommended by the Budget Committee*

Mr. Rafferty addressed this article. He thanked the community for the current part time computer teacher at the middle school and the funding of the computer lab. He introduced a presentation his son prepared on computer literacy at the middle school in order to demonstrate what the students have learned. The presentation demonstrated that the students have learned MS Paint, Word, Excel, PowerPoint, and keyboarding. He added that he hopes the community will continue to support this endeavor by voting for this article.

There was no further discussion.

**Article 8 stands as written.**

Mrs. Corbeil remarked that she thought the money to replace the computer lab at LMS was in budget.

Mrs. Couture clarified that it is not in the operating budget, but was in proposed budget prior to the reductions.

Mrs. Corbeil asked if there is any money in the budget for technology.

Mrs. Couture noted that technology is level funded and there is no additional money.

The moderator interrupted the dialogue to say that this was not the time to talk about the budget, since the discussion ended several articles before.

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2-11-25*

## ARTICLE 9

*Shall the Litchfield School District vote to raise and appropriate the sum of twenty thousand, eight hundred fifty-seven dollars (\$20,857.00) to be added to the operating budget for the purpose of funding salary and benefits for a part-time music teacher at Campbell High School?*

*Recommended by the School Board*

*Recommended by the Budget Committee*

Mr. Rafferty addressed Article 9. He commented that music is an exciting program and will provide additional electives for students at the high school. He felt that this would be a tremendous investment in the town's money and he hopes for support from the community.

There was no discussion.

**Article 9 stands as written.**

## ARTICLE 10

*Shall the Litchfield School District vote to implement public Kindergarten no later than the fall of 2008 and accept eight hundred fifty-one thousand, six hundred forty-three dollars (\$851,643.00) in reimbursement of 75% of the cost for constructing, furnishing, and equipping Kindergarten classrooms? The Litchfield School District will not be asked to appropriate the sum for public Kindergarten until the 2007 School District meeting when they will be asked to raise by taxation 25% of the project, or two hundred eighty-three thousand, eight hundred eighty-one dollars (\$283,881.00).*

*Recommended by the School Board*

Mrs. Couture addressed Article 10. She began by pointing out that there is a recommendation to increase State minimum standards to make Kindergarten mandatory in 2008. She commented that this article allows the District to hold on to the funds available to the District from the Kindergarten Construction Aid Grant until 2007. She affirmed that there would be no monetary impact to the town for the next few coming years.

Mr. Raccio wanted to know why there was no mention of any recommendation by the Budget Committee.

Mrs. Couture explained that because there is no monetary impact the Budget Committee doesn't not have to make a recommendation one way or the other.

Mr. Raccio questioned the concurrence of the monetary value to the town from the Budget Committee.

Mr. Lemire, Budget Committee Chair, addressed the question stating that there is no monetary value this year. When it comes up in 2007, the Budget Committee will act on it.

Mrs. Laura Ferrari of 4 Colonial Drive commented that if New Hampshire mandates Kindergarten and the voters do not pass this article, the town will be throwing away the money from the State. She stated further for clarification, by voting for this article we (the community) are not saying we will implement Kindergarten, we are saying we want to hold on to the money until 2007.

Mrs. Maureen Halligan of 11 Center Street asked if we vote for this, are we isolating money for the town. She further questioned if it is the town is still holding the money even if New Hampshire doesn't mandate Kindergarten?

Mrs. Couture answered in the affirmative.

Mrs. Halligan asked if it doesn't pass, will the Board come back in 2007 with this.

Mrs. Couture answered no, the money will be gone.

Mrs. Terri Clark of 70 Naticook Avenue asked if it would be possible to rewrite the article to avoid confusion on voting day.

Mrs. Couture commented that the District is lawfully bound to word it this way.

There was no further discussion.

**Article 10 stands as written.**

#### **ARTICLE 11**

*Shall the Litchfield School District raise and appropriate the sum of twenty-seven thousand dollars (\$27,000.00) for the purpose of funding technical assistance and training for the School District's required implementation of the Government Accounting Standards Board (GASB) Statement Number 34 accounting standards? This is a Special Warrant article.*

*Recommended by the School Board*

*Recommended by the Budget Committee*

Mr. Martin addressed Article 11. He explained that the Government Accounting Standards Board sets the requirements on how to account for and report financial statements of government organizations. This past year the District was required to implement GASB-34 and did not. This was mentioned in the audit. Mr. Martin noted that GASB-34 is not a law, but the State and federal government does require it. Mr. Martin continued with an anticipated question: what is the penalty if we don't implement it? He answered that currently there is none, there are discussions that there can be a penalty in bond rates if the audited financial statements are not compliant. The Board was required to give the Department of Education a 'fix it' plan for the problem, and the plan was to put it on the ballot. The State Department of Education recently sent a response letter to the school district, which Mr. Martin read to the voters:

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‘Unofficially the United States Department of Education does not currently mandate compliance with GASB-34 and is not currently imposing a suspension of federal funds for failure to meet GASB-34 standards. However, the United States Department of Education encourages and highly recommends implementation of GASB-34. Currently, there is no penalty for non-compliance.’

Mr. Martin stated that the town has already complied with GASB-34, but the school district has not. This article is for consulting services we need to assist in becoming compliant. Basically, the article allows the District to become compliant with current financial reporting standards.

There was no discussion.

**Article 11 stands as written.**

### **ARTICLE 12**

*Shall the Litchfield School District authorize the Treasurer, with the approval of the School Board, to appoint a Deputy Treasurer for a 1-Year Term under the provisions of RSA 197:24 (a)?*

*Recommended by the School Board*

Mrs. Couture addressed Article 12. She stated that for the past two years the treasurer was not able to finish the term. The passage of this article will allow the treasurer to appoint a deputy to fill in if the treasurer cannot complete the term.

There was no discussion.

**Article 12 stands as written.**

### **ARTICLE 13**

*Shall we adopt the provisions of RSA 40:14 (b) to delegate the determination of the default to the municipal budget committee which has been adopted under RSA 32:14? This is a petition warrant article.*

*Not Recommended by the School Board*

Mr. Spencer, speaking for the petitioners, addressed Article 13. He stated that the law has changed and the passage of this article will give the Budget Committee the authority to prepare the default budget. He stated that the default will be prepared in same manner as the operating budget.

Mr. Lemire of 547 Charles Bancroft Highway spoke to the article as a resident. He stated that he is against this article. He feels that the professionals need to be doing the default preparation and that, in his opinion, he is not qualified to prepare the default budget.

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2-11-05



Mr. Richard Rafferty agreed with Mr. Lemire. He commented that if this article passes, who on the Budget Committee would prepare it and where would the information come from?

Mr. Spencer answered that the budget process would not be done differently than the way it is done currently.

Mr. Rafferty commented that if this article passes, the Budget Committee will be able to do whatever they want with it.

Mr. Spencer remarked that the Committee cannot do whatever they want with it, and that since Mr. Lemire and Mr. Rafferty are against the Budget Committee preparing it, maybe someone should look at the default.

Mr. Martin commented that the School Board is required by law to create a default budget that guarantees minimum dollars to deliver level services as budgeted the previous year. The Board has a legal responsibility to deliver those services. If another committee creates a budget that cannot deliver level services, who is accountable? The Budget Committee does not have any responsibility to make sure level services are provided by the default budget. There are gray areas that are likely to be challenged in the courts throughout the State.

*Mr. Raccio made a motion to close the discussion on Article 12. Mr. Spencer seconded. The motion passed by majority voice vote.*

**Article 13 stands as written.**

The Moderator thanked all who attended and accepted a motion to adjourn. Mrs. Couture made the motion to adjourn. Multiple people seconded the motion. The motion passed unanimously by voice vote.

Prepared by:  
Michele E. Flynn  
Secretary to the Litchfield School Board

A true record of the  
Litchfield School District Deliberative Session  
Attest:

*Lynn Baddeley*  
Lynn Baddeley  
School District Clerk

Submitted: February 11, 2005

*LB  
3-11-05*

**2005 LITCHFIELD SCHOOL DISTRICT WARRANT  
STATE OF NEW HAMPSHIRE**

To the inhabitants of the School District of the Town of Litchfield in the County of Hillsborough and the State of New Hampshire, qualified to vote upon district affairs:

**FIRST SESSION OF ANNUAL MEETING (DELIBERATIVE)**

You are hereby notified that the first session of the annual meeting of the School District of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Saturday, February 5, 2005, at 2:00 o'clock in the in afternoon for explanation, discussion, and debate of warrant articles number 1 through number 11. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended, and (b) warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended.

**SECOND SESSION OF ANNUAL MEETING (VOTING)**

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

**ARTICLE A**

To elect by ballot the following School District Officers:

School District Moderator	3-Year Term
School District Clerk	3-Year Term
School District Treasurer	3-Year Term
School Board Member	3-Year Term
School Board Member	1-Year Term

**ARTICLE 1**

*Passage of this article shall override the 10% limitation imposed on this appropriation due to the non-recommendations of the Budget Committee.*

Shall the Litchfield School District vote to raise and appropriate the sum of nineteen million, eight hundred thirty-six thousand, two hundred sixty-nine dollars (\$19,836,269.00) for the construction, furnishing, and original equipping of a new elementary school, and to authorize the issuance of not more than nineteen million, eight hundred thirty-six thousand, two hundred sixty-nine dollars (\$19,836,269.00) of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon and to authorize the School Board to apply for, accept, and expend federal, state, or other aid which may be available for the project and to comply with all laws applicable to the project, and to take all other necessary action in connection therewith; and to further raise and appropriate the additional sum of five hundred sixty-two thousand, twenty-eight dollars (\$562,028.00) for the first year's payment of interest on the bond?

*Three-fifths (3/5) ballot vote required.*

*Recommended by the School Board  
(5-0)*

*Not Recommended by the Budget Committee  
because of a tied vote (4-4)*

**ARTICLE 2 (Petitioned Warrant) (as amended at Deliberative Session on 2/5/05)**

Warrant Article 2 has no building or site design that sufficiently represents a true estimate of the cost.

Shall the Litchfield School District vote to raise and appropriate the sum of zero dollars (\$0.00) of which zero dollars (\$0.00) will be used for the construction, furnishing, and original equipping of a new preschool through grade three (3) elementary school, and zero dollars (\$0.00) will be for alterations and upgrades to Griffin Memorial School, which will house grades four (4) and five (5), and to authorize the issuance of not more than zero dollars (\$0.00) of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to take all other necessary action in connection therewith; and to further raise and appropriate the sum of zero dollars (\$0.00) for the first year's payment of interest of the bond? If Warrant Article 1 shall pass, then this Warrant Article shall be deemed void and of not further effect. This is a petition warrant article.

**ARTICLE 3** (as amended at Deliberative Session on 2/5/05)

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling sixteen million, twelve thousand, thirty-seven dollars (\$16,012,037.00)? Should the article be defeated, the default budget shall be fifteen million, seven hundred ninety-eight thousand, five hundred thirty dollars (\$15,798,530.00), which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

**ARTICLE 4**

Shall the Litchfield School District authorize the School Board to sell or convey the Griffin Memorial School and its associated land and buildings on such terms and conditions as the School Board determines are in the best interest of the District, provided that before any sale or conveyance the School District must first hold a public hearing on the proposed sale or conveyance? This article will remain in effect until such time as the property is sold or conveyed.

*Recommended by the School Board*

**ARTICLE 5**

Shall the Litchfield School District vote to raise and appropriate the sum of two hundred fifty thousand dollars (\$250,000.00) for the purpose of replacing the entire original roof at Litchfield Middle School? This is a Special Warrant article.

*Recommended by the School Board*

*Recommended by the Budget Committee*

**ARTICLE 6**

Shall the Litchfield School District vote to approve a four (4) year lease-purchase agreement for the purpose of purchasing a fully equipped 2005 Ford F-350 truck for district wide use and raise and appropriate the sum of nine thousand, nine hundred dollars (\$9,900.00) as the first year's payment? This is a Special Warrant article.

*Recommended by the School Board*

*Recommended by the Budget Committee*

## ARTICLE 7

Shall the Litchfield School District vote to establish a capital reserve fund under the provisions of RSA 35:1 for the purpose of funding school capital improvements, building maintenance and repair; and raise and appropriate up to fifty thousand dollars (\$50,000.00) and to authorize the use of that amount from the year-end undesignated fund balance available on July 1 of this year; and to designate the School Board as agents to expend?

*Recommended by the School Board*

*Not Recommended by the Budget Committee*

## ARTICLE 8

Shall the Litchfield School District vote to raise and appropriate the sum of twenty-eight thousand, one hundred fifty-six dollars (\$28,156.00) to be added to the operating budget for the purpose of funding salary and benefits to expand the position of part-time computer literacy teacher at Litchfield Middle School to full-time for the Litchfield School District?

*Recommended by the School Board*

*Recommended by the Budget Committee*

## ARTICLE 9

Shall the Litchfield School District vote to raise and appropriate the sum of twenty thousand, eight hundred fifty-seven dollars (\$20,857.00) to be added to the operating budget for the purpose of funding salary and benefits for a part-time music teacher at Campbell High School?

*Recommended by the School Board*

*Recommended by the Budget Committee*

## ARTICLE 10

Shall the Litchfield School District vote to implement public kindergarten no later than the fall of 2008 and accept eight hundred fifty-one thousand, six hundred forty-three dollars (\$851,643.00) in reimbursement of 75% of the cost for constructing, furnishing, and equipping kindergarten classrooms? The Litchfield School District will not be asked to appropriate the sum for public kindergarten until the 2007 School District meeting when they will be asked to raise by taxation 25% of the project, or two hundred eighty-three thousand, eight hundred eighty-one dollars (\$283,881.00).

*Recommended by the School Board*

**ARTICLE 11**

Shall the Litchfield School District raise and appropriate the sum of twenty-seven thousand dollars (\$27,000.00) for the purpose of funding technical assistance and training for the School District's required implementation of the Government Accounting Standards Board (GASB) Statement Number 34 accounting standards? This is a Special Warrant article.

*Recommended by the School Board*

*Recommended by the Budget Committee*

**ARTICLE 12**

Shall the Litchfield School District authorize the Treasurer, with the approval of the School Board, to appoint a Deputy Treasurer for a 1-Year Term under the provisions of RSA 197:24 (a)?

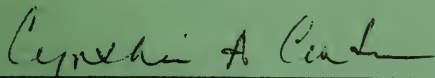
*Recommended by the School Board*

**ARTICLE 13 (Petitioned Warrant)**

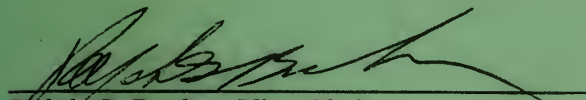
Shall we adopt the provisions of RSA 40:14 (b) to delegate the determination of the default to the municipal budget committee which has been adopted under RSA 32:14? This is a petition warrant article.

*Not Recommended by the School Board*

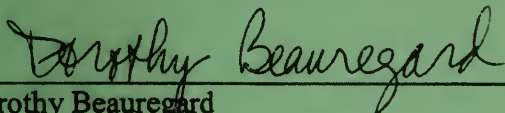
GIVEN UNDER OUR HANDS AT SAID LITCHFIELD THIS 31 st DAY  
OF JANUARY 2005.



Cynthia Couture, Chair



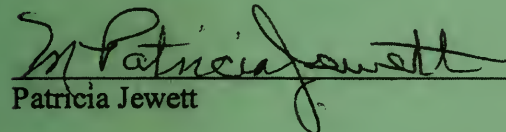
Ralph G. Boehm, Vice-Chair



Dorothy Beauregard



Richard Rafferty



Patricia Jewett

School Board

**LITCHFIELD  
SCHOOL DISTRICT MEETING  
ELECTION RESULTS  
MARCH 8, 2005  
The State of New Hampshire**

**Election of Officers**

**Moderator:** John Regan (write-in); 56 votes, elected  
**Treasurer:** Lynn Baddeley; 1549 votes, elected  
**School District Clerk:** Lynn Baddeley; 1493 votes, elected  
**School Board:** Cynthia Couture; 1398 votes, elected; three-year term  
Dorothy Beauregard; 1501 votes, elected; one-year term

**Warrant Articles**

**ARTICLE 1**

*Passage of this article shall override the 10% limitation imposed on this appropriation due to the non-recommendations of the Budget Committee.*

Shall the Litchfield School District vote to raise and appropriate the sum of nineteen million, eight hundred thirty-six thousand, two hundred sixty-nine dollars (\$19,836,269.00) for the construction, furnishing, and original equipping of a new elementary school, and to authorize the issuance of not more than nineteen million, eight hundred thirty-six thousand, two hundred sixty-nine dollars (\$19,836,269.00) of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon and to authorize the School Board to apply for, accept, and expend federal, state, or other aid which may be available for the project and to comply with all laws applicable to the project, and to take all other necessary action in connection therewith; and to further raise and appropriate the additional sum of five hundred sixty-two thousand, twenty-eight dollars (\$562,028.00) for the first year's payment of interest on the bond?

*Three-fifths (3/5) ballot vote required.*

*Recommended by the School Board  
(5-0)*

*Not Recommended by the Budget Committee  
because of a tied vote (4-4)*

**Yes: 1193**

**Article Defeated No: 998**

*Failed to receive a 3/5 majority vote.*



**ARTICLE 2 (Petitioned Warrant)** *(as amended at Deliberative Session on 2/5/05)*

Warrant Article 2 has no building or site design that sufficiently represents a true estimate of the cost.

Shall the Litchfield School District vote to raise and appropriate the sum of zero dollars (\$0.00) of which zero dollars (\$0.00) will be used for the construction, furnishing, and original equipping of a new preschool through grade three (3) elementary school, and zero dollars (\$0.00) will be for alterations and upgrades to Griffin Memorial School, which will house grades four (4) and five (5), and to authorize the issuance of not more than zero dollars (\$0.00) of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to take all other necessary action in connection therewith; and to further raise and appropriate the sum of zero dollars (\$0.00) for the first year's payment of interest of the bond? If Warrant Article 1 shall pass, then this Warrant Article shall be deemed void and of not further effect. This is a petition warrant article.

Yes: 656  
Article Defeated No: 1374

**ARTICLE 3** *(as amended at Deliberative Session on 2/5/05)*

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling sixteen million, twelve thousand, thirty-seven dollars (\$16,012,037.00)? Should the article be defeated, the default budget shall be fifteen million, seven hundred ninety-eight thousand, five hundred thirty dollars (\$15,798,530.00), which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

Article Passed Yes: 1234  
No: 870

**ARTICLE 4**

Shall the Litchfield School District authorize the School Board to sell or convey the Griffin Memorial School and its associated land and buildings on such terms and conditions as the School Board determines are in the best interest of the District, provided that before any sale or conveyance the School District must first hold a public hearing on the proposed sale or conveyance? This article will remain in effect until such time as the property is sold or conveyed.

*Recommended by the School Board*

Article Defeated Yes: 1048  
No: 1083

**ARTICLE 5**

Shall the Litchfield School District vote to raise and appropriate the sum of two hundred fifty thousand dollars (\$250,000.00) for the purpose of replacing the entire original roof at Litchfield Middle School? This is a Special Warrant article.

*Recommended by the School Board*

*Recommended by the Budget Committee*

**Article Passed**      **Yes: 1571**  
**No: 567**

**ARTICLE 6**

Shall the Litchfield School District vote to approve a four (4) year lease-purchase agreement for the purpose of purchasing a fully equipped 2005 Ford F-350 truck for district wide use and raise and appropriate the sum of nine thousand, nine hundred dollars (\$9,900.00) as the first year's payment? This is a Special Warrant article.

*Recommended by the School Board*

*Recommended by the Budget Committee*

**Article Defeated**      **Yes: 849**  
**No: 1290**

**ARTICLE 7**

Shall the Litchfield School District vote to establish a capital reserve fund under the provisions of RSA 35:1 for the purpose of funding school capital improvements, building maintenance and repair; and raise and appropriate up to fifty thousand dollars (\$50,000.00) and to authorize the use of that amount from the year-end undesignated fund balance available on July 1 of this year; and to designate the School Board as agents to expend?

*Recommended by the School Board*

*Not Recommended by the Budget Committee*

**Article Passed**      **Yes: 1143**  
**No: 970**

**ARTICLE 8**

Shall the Litchfield School District vote to raise and appropriate the sum of twenty-eight thousand, one hundred fifty-six dollars (\$28,156.00) to be added to the operating budget for the purpose of funding salary and benefits to expand the position of part-time computer literacy teacher at Litchfield Middle School to full-time for the Litchfield School District?

*Recommended by the School Board*

*Recommended by the Budget Committee*

**Article Passed**      **Yes: 1227**  
**No: 913**

**ARTICLE 9**

Shall the Litchfield School District vote to raise and appropriate the sum of twenty thousand, eight hundred fifty-seven dollars (\$20,857.00) to be added to the operating budget for the purpose of funding salary and benefits for a part-time music teacher at Campbell High School?

*Recommended by the School Board*

*Recommended by the Budget Committee*

**Article Passed      Yes: 1188  
                                 No: 957**

**ARTICLE 10**

Shall the Litchfield School District vote to implement public kindergarten no later than the fall of 2008 and accept eight hundred fifty-one thousand, six hundred forty-three dollars (\$851,643.00) in reimbursement of 75% of the cost for constructing, furnishing, and equipping kindergarten classrooms? The Litchfield School District will not be asked to appropriate the sum for public kindergarten until the 2007 School District meeting when they will be asked to raise by taxation 25% of the project, or two hundred eighty-three thousand, eight hundred eighty-one dollars (\$283,881.00).

*Recommended by the School Board*

**Article Passed      Yes: 1194  
                                 No: 948**

**ARTICLE 11**

Shall the Litchfield School District raise and appropriate the sum of twenty-seven thousand dollars (\$27,000.00) for the purpose of funding technical assistance and training for the School District's required implementation of the Government Accounting Standards Board (GASB) Statement Number 34 accounting standards? This is a Special Warrant article.

*Recommended by the School Board*

*Recommended by the Budget Committee*

**Article Passed      Yes: 1106  
                                 No: 998**

**ARTICLE 12**

Shall the Litchfield School District authorize the Treasurer, with the approval of the School Board, to appoint a Deputy Treasurer for a 1-Year Term under the provisions of RSA 197:24 (a)?

*Recommended by the School Board*

**Article Defeated      Yes: 923  
                                 No: 1157**

**ARTICLE 13 (Petitioned Warrant)**

Shall we adopt the provisions of RSA 40:14 (b) to delegate the determination of the default to the municipal budget committee which has been adopted under RSA 32:14? This is a petition warrant article.

*Not Recommended by the School Board*

Article Defeated    Yes: 595  
                                      No: 1413



Prepared by Michele E. Flynn, School Board Secretary

A true report of the 2005 Litchfield School District election results, attest:



Lynn Baddeley  
School District Clerk

**2006 LITCHFIELD SCHOOL DISTRICT WARRANT  
STATE OF NEW HAMPSHIRE**

To the inhabitants of the School District of the Town of Litchfield in the County of Hillsborough and the State of New Hampshire, qualified to vote upon district affairs:

**FIRST SESSION OF ANNUAL MEETING (DELIBERATIVE)**

You are hereby notified that the first session of the annual meeting of the School District of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Saturday, February 11, 2006, at 2:00 o'clock in the afternoon for explanation, discussion, and debate of warrant articles number 1 through number 5. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended, and (b) warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended.

**SECOND SESSION OF ANNUAL MEETING (VOTING)**

You are hereby notified that the second session of the annual meeting of the School District of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Tuesday, March 14, 2006, at 7:00 o'clock in the forenoon for the choice of School District Officers elected by official ballot, to vote on questions required by law to be inserted on the official ballot, and to vote on all Warrant Articles from the first session on official ballot per RSA 40:13, VII. The polls for the election of School District Officers and other action required to be inserted on said ballot will open on said date at 7:00 o'clock in the forenoon and will not close earlier than 7:00 o'clock in the evening.

**ARTICLE A**

To elect by ballot the following School District Officers:

School Board Member	3-Year Term
School Board Member	3-Year Term

## ARTICLE 1

Shall the Litchfield School District vote to raise and appropriate the sum of twenty-two million, one hundred thousand, seven hundred fifty dollars (\$22,100,750.00) for the construction, site development, and original equipping of a new grades 1 – 5 (plus the Special Education Pre-Kindergarten program) elementary school building on property owned by the District; and to authorize the issuance of twenty-two million, one hundred thousand, seven hundred fifty dollars (\$22,100,750.00) in bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33); and to authorize the Litchfield School Board to issue and negotiate such bonds or notes and determine the rate of interest thereon; and, in addition, raise and appropriate the additional sum of six hundred four thousand, two hundred two dollars (\$604,202.00) for the first year's principal and interest payments; and authorize the School Board to apply for, accept, and expend federal, state, or other aid which may be available for the project; comply with all laws applicable to the project; and take any other action necessary to carry out this vote? Please note that it is also the intention of the Litchfield School Board to use Impact Fees, and apply the proceeds from the sale of Griffin Memorial School, to reduce the costs of this project.

*Three-fifths (3/5) ballot vote required.*

*Recommended by the School Board*

*Recommended by the Budget Committee*

## ARTICLE 2

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling seventeen million, three hundred twelve thousand, one hundred twenty-three dollars (\$17,312,123.00)? Should the article be defeated, the default budget shall be seventeen million, forty-four thousand, nine hundred nineteen dollars (\$17,044,919.00), which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

*Recommended by the School Board*

*Recommended by the Budget Committee*

### ARTICLE 3

Shall the Litchfield School District vote to approve the cost items included in the collective bargaining agreement reached between the Litchfield School District and the Litchfield Education Association which calls for the following increases in salaries and benefits:

Year	Estimated Increase
2006-2007	\$463,754
2007-2008	\$458,522
2008-2009	\$424,558

and further to raise and appropriate the sum of four hundred sixty-three thousand, seven hundred fifty-four dollars (\$463,754.00) for the 2006-2007 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year?

*Recommended by the School Board*

*Recommended by the Budget Committee*

### ARTICLE 4

Shall the Litchfield School District, if Article 3 is defeated, authorize the Litchfield School Board to call one special meeting, at its option, to address Article 3 cost items only?

*Recommended by the School Board*

### ARTICLE 5

Shall the Litchfield School District vote to sell the Griffin Memorial School pursuant to a conditional purchase and sale agreement calling for the land's transfer after a new grade 1 – 5 elementary school is completed and opened (projected January 2009), for the sum of eight hundred eighty thousand dollars (\$880,000.00), plus the prorated cost per square foot if the purchaser uses additional portions of the Griffin Memorial School building in its development, up to an additional three hundred twenty-five thousand dollars (\$325,000.00)? One hundred eighty thousand dollars (\$180,000.00) of the purchase price is allocated for the relocation of the LMS Softball/Little League Field to the new elementary school/middle school site. This article will be null and void and of no effect unless Article 1 is approved by the required three-fifths vote.

*Recommended by the School Board*

GIVEN UNDER OUR HANDS AT SAID LITCHFIELD THIS 17th DAY  
OF JANUARY 2006.



Cynthia Couture, Chair



Ralph G. Boehm, Vice-Chair



Dorothy Beauregard

Richard Rafferty



Patricia Jewett

Litchfield School Board



**LITCHFIELD SCHOOL DISTRICT  
DELIBERATIVE SESSION  
February 11, 2006  
The State of New Hampshire**

**Time, Place:** The meeting was called to order at 2:00 p.m. in the Campbell High School auditorium.

**Present:** Mr. John G. Regan, Moderator presiding.

School Board members: Mrs. Cynthia Couture, Chair; Mr. Ralph Boehm, Vice Chair; Mr. Dick Rafferty, Mrs. Dot Beauregard, (Building Committee Chairman); and Mrs. Pat Jewett (Board Member and Selectwoman)

Superintendent of Schools, Ms. Catherine M. Hamblett; Business Administrator, Mr. Stephen Martin; Michele E. Flynn, School Board Secretary; Mr. Michael Elwell, School Attorney; Dan Cecil, Harriman Associates

Campbell High School Principal, Mr. Michael Parent; Litchfield Middle School Principal, Mr. Tom Lecklider; Griffin Memorial School Principal, Mr. Martin ("Bo") Schlichter.

Budget Committee members: Mr. Brent Lemire, Chairman; Mr. John Caynon; Mr. William Spencer; Mr. Dennis Miller; Mr. Brian McCue; Mr. Cecil Williams, (Selectmen's Representative).

**Ballot clerks:** Ms. Joan McGibben, Ms. Bertha Mieczkowski, Mrs. Trisha Regan, Ms. Corlyn Yusef, Ms. Robin Bryant.

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

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

Mr. Regan introduced Mrs. Couture, School Board Chair. Mrs. Couture introduced School Board members, SAU staff, the Principals, and Mr. Elwell. Mr. Regan introduced Mr. Brent Lemire, Chairman of the Budget Committee. Mr. Lemire introduced Budget Committee members.

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

**Mrs. Couture made a motion to appoint Mr. Phil Reed as School District Clerk, pro-temp. Mr. Boehm seconded. The motion carried by voice vote.**

**ARTICLE A**

**To elect by ballot the following School District Officers:**

<b>School Board Member</b>	<b>3-Year Term</b>
<b>School Board Member</b>	<b>3-Year Term</b>

*Phil  
2/13/06*

There was no discussion of Article A.  
**Article A stands as written.**

**ARTICLE 1**

*Shall the Litchfield School District vote to raise and appropriate the sum of twenty-two million, one hundred thousand, seven hundred fifty dollars (\$22,100,750.00) for the construction, site development, and original equipping of a new grades 1 – 5 (plus the Special Education Pre-Kindergarten program) elementary school building on property owned by the District; and to authorize the issuance of twenty-two million, one hundred thousand, seven hundred fifty dollars (\$22,100,750.00) in bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33); and to authorize the Litchfield School Board to issue and negotiate such bonds or notes and determine the rate of interest thereon; and, in addition, raise and appropriate the additional sum of six hundred four thousand, two hundred two dollars (\$604,202.00) for the first year's principal and interest payments; and authorize the School Board to apply for, accept, and expend federal, state, or other aid which may be available for the project; comply with all laws applicable to the project; and take any other action necessary to carry out this vote? Please note that it is also the intention of the Litchfield School Board to use Impact Fees, and apply the proceeds from the sale of Griffin Memorial School, to reduce the costs of this project.*

*Three-fifths (3/5) ballot vote required.*

*Recommended by the School Board*

*Recommended by the Budget Committee*

*Mrs. Couture made a motion to consider Warrant Article 5 first in order of discussion. Mr. Boehm seconded. The motion carried by voice vote.*

**ARTICLE 5**

*Shall the Litchfield School District vote to sell the Griffin Memorial School pursuant to a conditional purchase and sale agreement calling for the land's transfer after a new grade 1 – 5 elementary school is completed and opened (projected January 2009), for the sum of eight hundred eighty thousand dollars (\$880,000.00), plus the prorated cost per square foot if the purchaser uses additional portions of the Griffin Memorial School building in its development, up to an additional three hundred twenty-five thousand dollars (\$325,000.00)? One hundred eighty thousand dollars (\$180,000.00) of the purchase price is allocated for the relocation of the LMS Softball/Little League Field to the new elementary school/middle school site. This article will be null and void and of no effect unless Article 1 is approved by the required three-fifths vote.*

*Recommended by the School Board*

Mrs. Couture spoke to the article. She gave a brief history regarding the efforts of the School Board, and Boards past, to meet the needs of the overpopulated conditions at Griffin Memorial School and Litchfield Middle School. She explained that the School Board approached the Selectmen in 2000 to consider a land swap to allow town use of the Griffin School building, but the Selectmen declined. Also local land parcels were identified as possible new school sites and owners were contacted, however, there was no interest from residents to sell these parcels to the school district. Mrs. Couture indicated that the land was offered to the town at no cost, and there was still no interest. Over the next few years, the School Board authorized several studies performed on the Griffin site, including a geotechnical study, which showed an overwhelming high groundwater problem at that site. After reviewing the data from the different studies performed regarding the Griffin Memorial School and site, and the needs for a new school, a new school proposal was presented and defeated by the voters two years in a row. The most recent was a defeat by only 121 votes. Also defeated was approval by the voters to sell the Griffin Memorial Building, which failed by just 35 votes. Mrs. Couture reported that the School Board reviewed the feedback from last year's Deliberative Session and considered all concerns of the voters.

*Am  
2/13/06*

Mrs. Couture explained that after considering the input from last year's meeting and the concerns over the cost of building a new school, the School Board authorized an appraisal on the Griffin Memorial building and site. While the Building Committee worked to refine the new school proposal, the Board fielded inquiries into selling the property. There were inquiries from groups looking to build residential housing developments. The Board considered the community's concern about the impact of residential housing on the town as the highest priority, and instead entered into a conditional purchase and sale agreement with Andover Consulting Group, Inc. The group plans to build a congregate care facility pending voter approval.

Mrs. Couture outlined the description of the property for sale as the Griffin Memorial School building including the leach fields and baseball diamonds. She indicated the proposed use of the property is for an 80,000 square foot congregate care facility, with an estimated minimum assessed value of \$9,000,000, with a possibility for medical offices and small local retail related services. The purchase price, \$700,000, was based on information derived from the property appraisal, plus \$180,000 for the relocation of the existing LMS Softball/Little League field. Additionally, up to \$325,000 on a prorated basis should the buyer use any of the GMS school in addition to the 1930's building. Easements and covenants include a road for potential access to the new ball field and/or access to Route 3A, as well as a covenant to preserve the façade of the 1930's section of the building. The sale is contingent on approval of the Warrant Articles for the sale of the school and a bond for a new elementary school; the Town Meeting, Planning Board and all other necessary Town Boards' approval of a variance or rezoning, subdivision, and a site plan; the Buyer obtaining all permits; termination of the agreement by the Buyer within 90 days if conditions/appraisal are not satisfactory; disclosure of the wetlands, water conditions, and asbestos issues on the property; and the Buyer's responsibility for removal of the building and any other environmental issues. The closing date is after the School District vacates the property, possibly the Fall 2008 to January 2009.

Mrs. Couture went on to point out that the Griffin Memorial School site was originally slated for taxation, but because a school district is tax exempt the Town collects no taxes on the property. If the sale is successful and the facility built, the Town would benefit from tax revenue, as well as the relocation of the ball fields and the preservation of the 1930's building façade, with additional revenue if any portion of the building is used. The buyer would like to work with the Town in providing benefits to the community. She repeated that the conditional purchase and sale is contingent on approval from the voters.

Mrs. Couture introduced Stuart Mills and Ryan Bielagus as representatives of the buyers. Mr. Bielagus explained that Andover Consulting Group is a family owned company whose Principals have been Southern NH developers for 25 years. The company takes a community approach to development. The group will be partnered with National Commonlife Development and Kaplan Development Group throughout the process.

Mr. Mills represents National Commonlife Development and explained that they develop senior housing sites, or congregate care facilities for healthy seniors. The apartments are for elderly people seeking independent living where the average age is 82, with 85% single elderly females. Congregate care offers daily meals, housekeeping, transportation, a general store, concierge service, and activities. No health care staff is provided as it is not an assisted living facility. The Griffin site is a good site for this project because it is a community setting, centrally located, and allows for continuum of care. Mr. Mills pointed out that it will be good for the community as it is a quiet use.

Mr. Mills went on to say that the Kaplan Group manages all the facilities. Services offered are meals, housekeeping, social activities, libraries, beauty shop, transportation, availability of medical care, walking trails, community rooms, laundry facilities, computer rooms with internet, exercise facilities, secure

*File  
2/13/20*

buildings, and other services or assistance as needed. He added that the community would have access to the facility. The design of facility will have a local New England appearance, adapted to the look of the area. It will have a stately colonial atmosphere with possible local businesses like a branch bank, small medical offices, or a small retail structure, which will supplement local businesses, not replace them. The developer will work with the Town to provide what the community wants. Impact of the project includes a low traffic count, no impact on the schools, a \$9,000,000+ tax base. The developer is informed of all existing conditions of the property.

Mr. Bielagus added that the group is not committed to bring in any large retail services. The primary purpose is a congregate care facility, however, if in working with the town there is interest in small retail, the company would include such it its plan for the site. The general store and hair salon in the facility is for residents of the facility, and the community rooms would be available for community events at no cost to members of the greater Litchfield community.

Mrs. Susan Seabrook, 18 Bear Run Drive, asked, hypothetically, if the area were rezoned for a grocery store, would there be a greater tax relief and a greater sale price?

Mrs. Couture responded that the appraisal states what the property is worth.

Mrs. Seabrook commented that based on the appraisal, any other business would get a similar purchase price.

Mrs. Couture noted that the Board has had meetings with the Planning Board and the Zoning Board and both indicated that it is acceptable to rezone the area for commercial use. The National Regional Planning Commission reviewed the options and the laws and concluded that rezoning can be done and there are no problems with proceeding and any other business would have a similar purchase price.

A resident asked if this area were rezoned, would we have to go back to the Master Plan.

Mrs. Couture replied that a variance would be needed, any rezoning would be a town discussion, and the Master Plan is [independent] of this proposal.

Mr. Martin clarified that the primary concern the town is facing is congregate care, which would require a variance, however, any other commercial development would require rezoning.

Caroline Bogart, 15 Center Street, raised a concern that the passage of this article will make Litchfield a less beautiful town. She stated that if we allow this project to proceed, the commerce may attract traffic and crime. With crime in surrounding towns, will rezoning this area be a slippery slope to a commercial center which will attract crime?

Mrs. Couture responded in the negative adding that the developer's intentions are that this facility blends in with the community. There are no plans for any large retail services and the community would decide if they want the services of a local branch bank.

Mrs. Bogart asked if there is any public commercial property being proposed in this article and Mrs. Couture replied no.

Mary Anne Geist, 7 Center Street, stated that she has had experience with congregate care and is concerned about the impact of increased ambulance and police calls on town services.

*Handwritten:*  
PME  
2/13/20

Mrs. Couture responded that the Board has already had meetings with town services to discuss the possibilities and the possible impact on town services. According to the National Regional Planning Commission congregating care is not a more intensive use of town emergency services. It may add to the use of town services, but not in a major capacity.

Ray Peeples, 205 Charles Bancroft Highway, asked what is the net asset value of Griffin Memorial School and site? And, if we go ahead with this project, how much will it add to tax base? He also stated that the developer can go directly to the Zoning Board and get a variance for the proposed structure.

Mr. Martin stated that as of June 30, 2005 the net asset value of GMS is \$1,042,000 and explained that GASB-34 standards on depreciation indicate that this amount should not be equated with market value. After calculating an estimated 3% annual increase in the tax rate, the potential tax revenue in the first year could be \$270,000 and in the last year of bond about \$450,000, however, the tax revenue will continue long after the bond has been paid.

Bill Spencer, 9 Cranberry Lane, clarified it would equate to about forty cents on the tax rate.

David Cook, 18 Cutler Road, asked if the sale of the school goes through will it be sold to this company only?

Mrs. Couture answered yes. We have signed a conditional purchase and sale agreement and if the voters approve it, this company will purchase the property, otherwise the process would have to begin again.

Mr. Cook disagreed with the valuation of the property.

Mrs. Couture indicated that the purchase price is double what the property would be worth as razing the building decreases the property's worth.

Mr. Cook wanted to know if other companies were interested in the property, and if other companies made any offers.

Mrs. Couture stated that interest by other parties was for single family housing [or condominiums] only and that no other companies offered to purchase the property.

Ms. Hamblett informed him that besides inquiries for single family homes, the District talked with a non-profit agency for recreational purposes, but they could not expand their agency to this area.

Mr. Cook stated that if the property is not sold, we should look for other companies that could do something with it.

Mr. Martin clarified that other groups have been solicited and there has been no interest. The property is currently zoned for housing and restrictions only allow 11-14 houses. The buyer will be bearing the cost of demolition of the building, removal of asbestos, and solving high water tables, which has a cost of \$550,000. That cost, added to the \$880,000 purchase price, brings the total above the net asset value of the property.

Phil Reed, 7 Forest Lane, congratulated the Board for a constructive idea for the property. He stated that the town should recognize this is a distressed piece of property. He further stated that the town has a history of not supporting business and discouraging businesses from developing. He indicated that residents complain about high taxes, but do nothing to alleviate it and this is a way to build non-residential tax base.

*Phil  
2/13/06*

James Marsden, 50 Burgess Drive, if the voters do not vote for this, will the town get anything for the property?

Mrs. Couture answered in the negative.

Doug Orlando, 8 Pilgrim Drive, stated it has taken about two years to find a good plan, so if we don't agree to sell Griffin and the new school passes, how does that work? Could that happen?

Mrs. Couture responded with a yes.

Richard LaScelles, 240 Charles Bancroft Highway, commented that we need a full plan and the disposition of Griffin has to be taken care of. He also stated he is in favor of the article.

Steve Perry, 5 Lyndston Lane, if the voters agree to sell property and buyer backs out, can anyone else buy it?

Mrs. Couture answered that the process of finding a buyer and considering a proposal for the property would have to begin again.

Mr. Mills remarked that in answering the concern of the buyer not going through with the purchase of the property, the only way it would happen would be if the buyer did not get zoning approval. He added that this company is steadfast in going forward with this project.

Anja Dubrat, 5 Ronisa Avenue, asked setting aside the money for the ball fields, when will entire sale price be paid and why are we bonding it over time? Why don't we get the money up front?

Mr. Martin noted that the \$180,000 is part of sale price and the District will receive a check for \$880,000 at closing. He explained that the amount to be bonded is less the \$880,000 and when title is passed, the District will then need to get approval from the town to use the \$880,000 to reduce the bond.

Virginia Hokenstrom, 10 Hillcrest Road, asked how can you possibly build a commercial enterprise without having a zoning change, and with the housing of many senior citizens if someone has an emergency, will they call 911?

Mrs. Couture answered yes 911 will probably be called in an emergency.

Mrs. Hokenstrom was concerned about the increased cost of emergency services.

Mrs. Couture commented that the expense of emergency services has been taken into consideration.

Mrs. Hokenstrom asked if any studies had been done on the use of emergency services in a congregate care facility.

Mrs. Couture indicated that the developers have done these studies.

Mr. Mills responded that a good number of residents that move into the facility come from the local community, so it is basically a transfer of the need of services from home to facility. Some residents will move in from surrounding areas and the use of emergency services will be impacted slightly, but it will not be a huge impact on these services.

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Mr. Perry asked if the developers have similar facilities in other states and do they have on-call services?

Mr. Mills informed Mr. Perry that they have facilities in other states. Some of the facilities have on-call services and some are provided from outside companies. Mr. Mills commented that this is not an assisted living facility and that transportation to and from medical offices is provided by the facility. The residents are well-elderly residents.

In the interest of time, the Mr. Regan suggested to move on to Article 1.

Mrs. Couture introduced Mr. Dan Cecil from Harriman Associates, the architect for the proposed new grades 1-5 elementary school.

Mr. Cecil briefly described the proposed new grades 1-5 school as a building with 110,200 square feet, designed to hold 725 students plus 40 students in the existing Special Education Pre-K/Kindergarten program, with core spaces that will accommodate 1,000 students. This total came from a study from the National Regional Planning Commission using current zoning ordinances. It will be built on Middle School site because the soil is good quality, which was verified through a geotechnical study, and there are no groundwater problems. The project includes the relocation of the ball fields and the reworking of the Middle School ball field. Mr. Cecil explained the site plan and stressed that it was designed with student safety and accessibility to the new school and LMS in mind. He explained the restructuring of the ball fields and the new septic field, which will be a large soccer field (larger than the existing areas). The new field will have fencing, bleachers, and a dugout. The pick-up/drop off areas can be viewed easily from the cafeteria area and main administration offices; there will be an egress for emergency vehicles from the congregate care facility site; the face of the building has southern exposure for solar gain. He also reviewed the floor plan noting that classrooms can be locked off and powered down during community/school events. The exterior is low maintenance and the structure is energy efficient.

Mr. Cecil reviewed the project budget noting that the construction cost is \$135.00 per square foot, which is less than the State construction allowance of \$139.00 per square foot. He reviewed the administrative costs, fees and services. The subtotal to be bonded is \$22,100,750, less 30% State Building Aid or \$6,592,725, for total cost of \$15,508,025, which will include any revenue applied against it.

Mrs. Couture introduced Mr. Schlichter and Mr. Lecklider to speak about the impact of the project at the elementary and middle schools.

Mr. Schlichter thanked everyone for their support during his recovery from a recent illness. He also thanked Mr. Lecklider for taking the reigns at the Middle School during his absence. Mr. Schlichter stated that he began at Griffin Memorial School as Assistant Principal in 1985 for three years, then became Principal of Litchfield Middle School, and is currently Principal of Griffin Memorial School. He spoke about the need for more space and safety issues at Griffin. He pointed out that the main entrance of building is clogged with traffic every morning and every afternoon, police are used to handle traffic control, and his concern with student safety. The 1930's building is not handicapped accessible and not up to code. He asked everyone to support the new school proposal.

Mr. Lecklider thanked everyone for the opportunity to speak. He has been at Litchfield Middle School for six years and indicated that his principalship is a great opportunity. He spoke about overcrowding at the school, stating that programming is affected by the lack of space and mobile classrooms. Meeting areas are limited and instruction is definitely affected by the overcrowding. He pointed out that the portables were a two year solution and they have been used for five years. He urged everyone to support the new school proposal.

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Mr. Martin explained financing of the proposed new school. The total cost to be appropriated is \$22,100,750 (by law the full amount must be appropriated). The cost will be reduced using the proceeds from the sale of Griffin Memorial School and site, Impact Fees and State Aid. The net cost will be \$14,428,025 (excluding interest). He noted that the District cannot use the proceeds from the sale of Griffin this year, but will have to get approval from the voters when the sale closes. He recommended a Capital Appreciation Bond, which levels annual payments over the course of the bond, front loading principal payments and back loading interest payments, accelerating State Building Aid payments, and reducing tax rate impact in early years. Mr. Martin explained the advantages of a 15-year bond and a 20-year bond. Less interest is paid with a 15-year bond; the payments are lower with a 20-year bond. As he summarized the financing of the project, he noted that if the town is going to build a new school, now is the time.

Virginia Hokenstrom, 10 Hillcrest Road, is concerned about the tax rate and wanted to know if the town votes in a new elementary school, how long will it be before the Board asks for a new middle school? Has the planning included ten years?

Mrs. Couture stated that this is a 10-year plan and with the 5<sup>th</sup> grade removed from the Middle School it will relieve space problems.

Mrs. Hokenstrom asked if there would be any more schools needed in the next ten years.

Mrs. Couture answered that only increased enrollment at the high school could affect space needs, but this is not anticipated in the next ten years.

Susan Seabrook, 18 Bear Run Drive, stated that there are many problems at Griffin Memorial School as well as safety issues. There are two rooms in the 1930's building that were prohibited from being used as classrooms because of safety issues and how they are being used. She supports the new school proposal.

James Marsden, 50 Burgess Drive, asked about the cost of the portables. Also, if the new school passes, can the savings from the discontinued use of the portables be used to offset the costs of the new school?

Mrs. Couture indicated that the cost of the portables is \$36,000 per year plus utilities, and that the savings from discontinuation of the portables has already been calculated.

John Latcher asked about the last time the culverts at Griffin were cleaned.

Mrs. Couture responded that the road was just reconstructed and the culverts are new, but the swails were cleaned within the last three years.

Mr. Latcher asked about the option of 15 or 20 year financing of the new school.

Mrs. Couture indicated that the Board is looking for feedback from the community, but it will ultimately be up to Board.

Mr. Latcher asked the three members of Budget Committee who voted against new school article to explain their reasons.

Mr. Bill Spencer indicated his concern that enrollment projections do not match enrollment numbers and by 2008 the student population will drop significantly in elementary and middle schools.

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Mr. Ray Peebles indicated his concerns with the offset of selling the elementary school, the zoning of congregate care in a residential zone, and relocating the ball fields to wetlands as he wants to protect what he feels is a natural resource.

Mr. John Caynon was concerned about the cost of the new school, enrollment numbers, use of the area for a congregate care facility and the impact on town services.

Mrs. Couture clarified Mr. Spencer's statement of enrollment projections. The District was expecting 151 first graders and had 103 because first grade aged children were not enrolled in public school for obvious reasons. Projections are back on track and student population will not decline based on the current information provided.

Mr. Spencer stated that Ms. Hamblett stated that we would know the enrollment projections in September by January and that [as Mrs. Couture shared] an average of 15-28 students increase enrollments by September.

Ms. Hamblett clarified that she stated we would get a projections for a January to January comparison.

Leon Barry, 17 Cutler Road, wanted to know if the new elementary school would carry the Griffin name.

Mrs. Couture indicated it hasn't been discussed yet.

Mr. Barry went on record that the name of the elementary school should not change. In relation to student enrollment, we have a growth ordinance in town. In the building of the new school, if the contractor doesn't meet their obligations, is there a penalty in the contract or will the town be responsible for the cost?

Mr. Cecil responded that there is a payment and performance bond the contractor is required to take out, which covers non-performance or time issues.

Mr. Barry asked about the 10% reserve cost in the projected budget.

Mr. Cecil answered that it is a contingency for unforeseen problems and is typically not used.

Mr. Barry asked if there are Impact Fees available.

Mrs. Couture answered that there is currently \$200,000 available in Impact Fees.

Susan Seabrook, 18 Bear Run Drive, asked for a history of the water issues at Griffin Memorial and an estimate of the mitigation of the water. She also asked how the septic replacement was affected by the flow of the streams into the septic.

Mrs. Couture noted that based on what had happened with the septic this summer, the new estimation for the mitigation of groundwater is over \$1,000,000.

Mr. Cecil explained that a geotechnical study was done and cores of slab were checked and it was determined that the height of the groundwater was two feet from slab. The study concluded that the groundwater was cooling the slab and causing water vapor inside the elementary school. Test pit holes were dug on the site, but the walls collapsed because of the high groundwater. In order to drain the site down, a long, circular pit would have to be dug around the school building to collect the groundwater to drain it and an even larger pit around the first pit to intercept water from the surrounding areas. The

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collected water would have to be diverted into a pipe to run under Route 3A and empty into the Merrimack River. The associated cost was estimated at \$1,000,000. The problem is that you can't dig deep enough to collect the water because the groundwater causes the walls of the pits to collapse. The building needs a centralized dehumidification system. When the septic system failed and the septic contractor started digging, there were 600 gallons of water per minute flowing into the hole. Point wells were punched in and connected to a diesel pump to pump out water and the side walls collapsed. The contractor had many problems with the groundwater, but was eventually able to install the new septic tank. Mr. Cecil commented that there must be a geological source of this water, which may be from springs as he learned earlier.

Mr. Martin commented that the contractor was asked to start the tank replacement in the beginning of July, but opted to wait until mid-August when the groundwater is at its lowest. It hadn't rained for two weeks prior to the start date and when the contractor began digging the hole he said he had never seen groundwater that bad. The total cost of the septic replacement was about \$70,000, approximately \$25,000 over the anticipated cost.

Doug Orlando, 8 Pilgrim Drive, commented that we shouldn't argue about numbers and dollars. We need more space at the school. He added that Griffin has no sprinkler system and that the voters are being negligent about the outdated systems in the school. The town numbers are growing and we can't keep putting bandaids on these problems.

Joan McGibben, 2 Whittemore Drive, reported that there are three hundred and thirty-four Housing for Older Persons units approved in town. Buildings are going up and house values are around \$400,000. The demographics have changed and raised concern about enrollment numbers. She asked if the Board looked at the demographics.

Mrs. Couture responded that the Board looked at the demographics provided by the National Regional Planning Commission and Housing for Older Persons and that the Housing for Older Persons did not cause a significant reduction in projected enrollments at build out.

Mrs. McGibben commented that the drainage swail from Hillcrest to Pinecrest has not been cleaned in 15 - 20 years and she wanted to know if the geotechnical people looked at feasibility of dredging the swail.

Mr. Cecil responded that you can clean and install all the drainage swails you want to, but you are not going to stop the water problem because of the geographical source on the site. He stated that according to a renovation study on Griffin Memorial School it would cost a minimum of \$4.3 million to renovate the school and the water problems will not go away. Digging drainage swails will only take care of surface water. The culverts are shallow and would need to be lowered tremendously and would have to be extended to the river on the other side of the road, however, that land is owned by residents.

Mrs. McGibben asked how farmers farmed all that land years ago and never had a problem with groundwater.

Mr. Cecil commented that it is easy to run a tractor on the surface of the ground and planting crops did not require digging that deep.

Mrs. McGibben asked when the water issue started.

Mrs. Couture indicated that pictures taken in the 1970's show the water problem, so the water has been there for years.

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Pine  
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Mr. Martin interjected that the New Hampshire Department of Education advised that any major renovation of Griffin Memorial School would not qualify for State Aid because of the extent of the renovation. The DOE doesn't see any value in major renovations of the school and taxpayers would be paying 100% of the cost.

Steve Graveline, 14 Chatfield Drive, noted that Litchfield's cost per student is lower than surrounding towns, but the taxes are higher. What are we looking at to alleviate the situation?

Mr. Boehm responded as State Representative. The legislators are looking to get the circumferential road from Rt. 102 implemented. To attract more commercial traffic to the town, we need roads. We can't attract business without roads and we need a better tax base in the town.

Mr. Peeples commented that there is an area of town set aside for commercial use. Agriculture is commercial business. All growth has an impact to the town and the impact fee doesn't pay for what is there. Litchfield has plenty of water and supplies water to Hudson with commercial wells. More growth means more town services and commercial growth impacts town services. Growth will not solve our tax problems.

John Latcher asked why Griffin Memorial School does not have a sprinkler system.

Mr. Cecil responded that the contractor decided not to put one in most likely because of the non-combustible construction. He repeated that Griffin does not meet code with no sprinkler system.

Mr. Latcher commented about the cost savings on reducing the size of the gym in the new school proposal and asked Mr. Cecil how many elementary schools he has built with a large gym.

Mr. Cecil indicated about five or six, mostly in the state of Maine.

Mrs. Couture pointed out that there has to be enough room to run two gym classes with the number of students housed there. The sprinkler issue was proposed about ten years ago and the Budget Committee told the Board if they can get a letter from the Fire Department stating a sprinkler system is necessary at Griffin, we will support it. When approached by the Board, the Fire Department stated Griffin did not need a sprinkler system.

Mr. Boehm noted that it would be an insignificant savings to reduce the size of gym. He added that at the time the Griffin Memorial was built, a sprinkler system was not required as it was on a well system and there was not enough force for a sprinkler system.

Cara Gannon, 42 Lance Avenue, stated in a comment to Bill Spencer that many families are pulling their children from the Griffin Memorial because of the deplorable condition of the school. She added that her second grade son developed a mold spore allergy affecting his ears resulting in a hearing loss because of the mold condition.

Another resident asked, rhetorically, why should we let an old building sit there when a company is here willing to keep the historical culture of Litchfield to bring in a business to benefit the community and tax base? She also commented that she considered not enrolling her children in Griffin Memorial because of its condition.

Mr. Spencer called the question. There was no further discussion on Article 1.  
**Article 1 stands as written.**

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*Timothy Wade, 11 Bear Run Drive, made a motion to restrict reconsideration of Warrant Article 1. The motion was seconded. The motion carried by voice vote.*

There was no further discussion on Article 5.  
**Article 5 stands as written.**

## **ARTICLE 2**

*Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling seventeen million, three hundred twelve thousand, one hundred twenty-three dollars (\$17,312,123.00)? Should the article be defeated, the default budget shall be seventeen million, forty-four thousand, nine hundred nineteen dollars (\$17,044,919.00), which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.*

*Recommended by the School Board*

*Recommended by the Budget Committee*

Mr. Martin referred to a detailed budget hand-out and briefly summarized the operating budget, with a total of \$16,462.54, which does not include teachers' salary issues. He noted that the budget is a 5.6% increase over last year. The default budget is \$17,044,919, a 4% increase over last year. He reviewed major changes including increases in salaries, benefits, equipment, energy, and Special Education costs. He noted that the energy increase is due to the buildings being used more by the community and is predicting a large deficit in energy funds. Mr. Martin briefly explained the proposed budget started with the default number, with additions of two full time high school teachers, one part time health teacher, expanded hours to guidance director and athletic director, increase Board Secretary/SAU Receptionist to full time, a 3% salary increase for non-bargaining staff, an additional network switch at the high school, and replacement of one computer lab. He also referred to the hand-out and briefly reviewed how the Board will come up with \$270,000 of reductions to meet the budget on the ballot. He noted that estimated revenues for 2007 are expected to increase. The operating budget will add \$1.42 to the current tax rate, and when you add the teachers' contract and the first year cost of the new school bond payment, a total of \$3.20 will be added to the current tax rate.

Mr. Spencer commented that he calculated the tax impact of operating budget at \$1.62 and default at \$1.07. He asked if we went to a default budget, will the two teachers for the high school be included?

Mr. Martin indicated that if we went to a default budget, the District will not be hiring any new staff, money is included for some coverage of the six periods, there would be cuts to technology, maintenance, supplies, travel, and dues and we would still need to find \$100,000 to get to the default. The budgeting process has become much tighter and there is not a lot of "fat" in that budget. A default budget will significantly impact education program. He also mentioned that the Superintendent would need to add at a minimum one of the two high school teachers and would probably look at further reductions to do so.

There was no further discussion of Article 2.

*Mr. Wade made a motion to restrict reconsideration of Warrant Article 2. The motion was seconded. The motion carried by voice vote.*

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2/19/06*

**ARTICLE 3**

*Shall the Litchfield School District vote to approve the cost items included in the collective bargaining agreement reached between the Litchfield School District and the Litchfield Education Association which calls for the following increases in salaries and benefits:*

<i>Year</i>	<i>Estimated Increase</i>
2006-2007	\$463,754
2007-2008	\$458,522
2008-2009	\$424,558

*and further to raise and appropriate the sum of four hundred sixty-three thousand, seven hundred fifty-four dollars (\$463,754.00) for the 2006-2007 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year?*

*Recommended by the School Board*

*Recommended by the Budget Committee*

Mr. Boehm spoke to the article. He pointed out that in this contract there is more flexibility in the teachers' workday, revised contract language, a competitive salary structure, and stated it is a three year contract. The tax rate impact is under \$1.00.

There was no further discussion.

**Article 3 stands as written.**

Mr. Regan took this opportunity to invite anyone to the microphone to discuss items other than warrant business.

Mrs. Couture and Ms. Hamblett recognized Mr. Richard Rafferty's service as a School Board member on behalf of the School District and students of Litchfield.

Mr. Rafferty stated that it has been a pleasure working with everyone and that he asks only one thing - that the community continue to support the School Board and Administration and the visions they presented today. He encouraged everyone to keep focusing on what is better for our community.

**ARTICLE 4**

*Shall the Litchfield School District, if Article 3 is defeated, authorize the Litchfield School Board to call one special meeting, at its option, to address Article 3 cost items only?*

*Recommended by the School Board*

Mr. Boehm spoke to the article. If the contract fails, the Board must re-negotiate the teachers' contract and call a special meeting to address the article.

There was no further discussion.

**Article 4 stands as written.**

The Moderator thanked all who attended and accepted a motion to adjourn. The motion was seconded. The motion passed unanimously by voice vote.

Prepared by:

Michele E. Flynn

Secretary to the Litchfield School Board



A true record of the  
Litchfield School District Deliberative Session

Attest:



Philip Reed  
School District Clerk, pro-temp

Submitted: February 13, 2006

*Handwritten initials and date:*  
PR  
2/13/06



## PLODZIK & SANDERSON

*Professional Association/Accountants & Auditors*

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX-224-1380

### *INDEPENDENT AUDITOR'S REPORT*

To the Members of the School Board  
Litchfield School District  
Litchfield, New Hampshire

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Litchfield School District as of and for the year ended June 30, 2005 which collectively comprise the Litchfield School District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the School District's management. Our responsibility is to express opinions on the financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Litchfield School District as of June 30, 2005, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 2, as of July 1, 2004, the School District has implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*.

The management's discussion and analysis and budgetary comparison information are not a required part of the basic financial statements, but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Litchfield School District's basic financial statements. The combining and individual fund statements are presented for the purposes of additional analysis and are not a required part of the basic financial statements. They have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

*Plodzik & Sanderson  
Professional Association*

July 29, 2005

**LITCHFIELD SCHOOL DISTRICT  
ANNUAL FINANCIAL REPORT  
FOR THE YEAR ENDED JUNE 30, 2005**



# LITCHFIELD SCHOOL DISTRICT

## MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A) OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2005

The Superintendent of Schools and Business Administrator of New Hampshire School Administrative Unit (SAU) #27, as management of the Litchfield School District (the District), offer readers of the District's annual financial statements this narrative discussion and analysis of the financial activities of the District for the fiscal year which ended June 30, 2005. Beginning with this fiscal year, the District has implemented the provisions of the Governmental Accounting Standards Board Statement 34 (GASBS-34) and prepared this discussion and analysis to encourage readers to consider the information presented here in conjunction with additional information found within the body of the annual audit.

### FINANCIAL HIGHLIGHTS

- The District's total net assets for the year ending June 30, 2005, were \$6,078,613. Net assets increased by \$213,558, or 3.64%, between July 1, 2004 and June 30, 2005. The District's total net assets consisted of \$5,791,712 in capital assets net of debt and an unrestricted net asset balance of \$286,901. The statement of net assets is one of the new requirements for compliance with GASBS-34.
- The District's long-term bonds as of June 30, 2005 total \$7,685,000. Under GASBS-34, these liabilities are reflected as a reduction in net assets.
- The District did not initiate any new construction projects nor issue any bonds in fiscal year 2005.
- During the year, the District's expenses of \$14,699,836 were \$213,558 less than the revenues of \$14,913,394. Revenues consist of: charges for services; operating grants and contributions; and general revenues (which consist of local and state property tax assessments, state and federal grants, and contributions not restricted to purpose).
- At the end of the current fiscal year, unreserved, undesignated fund balance for the general fund was \$100,184, or less than 1% of total general fund expenditures.
- During the current fiscal year, the Food Service Fund purchased a point of sale computer program, with State of New Hampshire approval, in order to bring the unreserved fund balance within required USDA limits.
- The School District accepted impact fees in the amount \$78,230 from the Town of Litchfield which was used to offset architectural and engineering costs relative to the consideration of a new elementary school building.

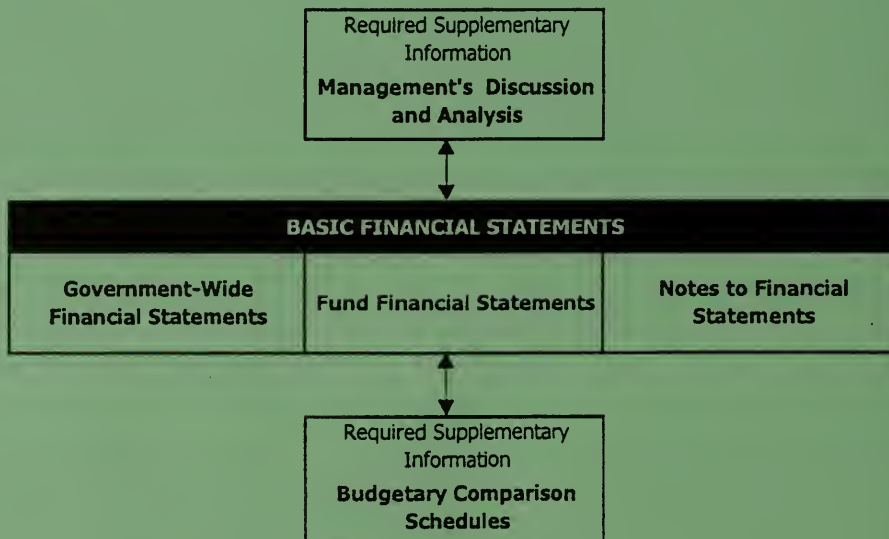
## OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis are intended to serve as an introduction to the District's annual financial report, which consists of basic financial statements, notes to the financial statements, and related financial information. Our annual financial report consists of six elements: 1) government-wide financial statements, 2) fund financial statements, 3) notes to the financial statements, 4) required supplementary information, and 5) this discussion and analysis. This report also contains other supplementary information in addition to the basic financial statements themselves.

The basic financial statements include two kinds of statements that present different views of the District based upon measurement focus and basis of accounting.

- The first two statements are government-wide financial statements that provide both long-term and short-term information about the District's overall financial status.
- The remaining statements are fund financial statements that focus on individual parts of the District, reporting the District's operations in more detail than the government-wide statements. The governmental funds statements tell how the District's services were financed in the short term as well as what remains for future spending. Fiduciary fund statements provide information about the financial relationships in which the District acts solely as a trustee or agent for the benefit of others, to whom the resources belong.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of required supplementary information that further explains and supports the information in the financial statements. The following exhibit shows how the required parts of this annual report are arranged and related to one another.



MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2005

The following exhibit summarizes the major features of the District's financial statements, including the portion of the District government they cover and the types of information they contain.

	Government-Wide	Fund Statements	
		Governmental	Fiduciary
<b>SCOPE</b>	Entire District government (except fiduciary funds)	All activities of the District that are not proprietary or fiduciary	Instances in which the District is the trustee or agent for someone else's resources
<b>REQUIRED FINANCIAL STATEMENTS</b>	Statement of Net Assets	Balance Sheet	Statement of Fiduciary Assets
	Statement of Activities	Statement of Revenues, Expenditures and Changes in Fund Balances	Statement of Changes in Fiduciary Net Assets (not required for agency funds)
<b>ACCOUNTING BASIS</b>	Accrual	Modified Accrual	Accrual
<b>MEASUREMENT FOCUS</b>	Economic Resources	Current Financial Resources	Economic Resources
<b>TYPE OF INFORMATION ASSETS AND LIABILITIES</b>	All assets and liabilities, both financial and capital, short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter, no capital assets included	All assets and liabilities, both short-term and long-term; the Agency funds do not currently have capital assets
<b>TYPE OF INFORMATION REVENUES, EXPENSES, AND EXPENDITURES</b>	All revenues and expenses during the year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year, expenditures when goods or services have been received and payment is due during the year or soon thereafter	All revenues and expenses during the year, regardless of when cash is received or paid

The remainder of this overview section of management's discussion and analysis explains the structure and contents of each of the statements.

### **Government-wide Financial Statements**

The Government-wide Financial Statements show functions of the District that are principally supported by property taxes and intergovernmental revenues as "Governmental Activities." These functions are accounted for in the General Fund, Food Service Fund, Grants Fund, and the Expendable Trust Fund. Intergovernmental revenues include local, state and federal monies. The governmental activities of the District include instruction, support services, operation and maintenance of plant, student transportation and operation of non-instructional services. Taxes and intergovernmental revenues also support fixed assets and related debt.

### **Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund definitions are part of a state mandated uniform accounting system and chart of accounts for all New Hampshire School Districts. The District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. A detailed statement of fund financial activity is contained in the Annual Financial Report (DOE-25).

All of the funds of the District can be divided into two categories: governmental funds and fiduciary funds. General Fund, Food Service Fund, Grants Fund and the Expendable Trust Fund are consolidated as Governmental Funds. General, Food Service, and Grants Funds' expenditures are compared to budget in the Budgetary Comparison Schedules. The non-major fund is the Expendable Trust Fund. All Food Service revenues are expended on program operations and the Grants Fund revenues are spent mainly on instruction. Fiduciary Funds are agency funds established to account for monies belonging to student groups, and are shown on a separate schedule.

### **Notes To The Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

### **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

Net assets may serve, over time, as a useful indicator of a government's financial position. The largest portion of the District's net assets reflects its investment in capital assets (e.g., land, buildings and improvements, and machinery and equipment); less any related debt used to acquire those assets that is still outstanding. The District uses these capital assets to provide services to its students; consequently, these assets are not available for future spending. Although the District's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The District's financial position is the product of several financial transactions including the net results of activities, the acquisition and payment of debt, the acquisition and disposal of capital assets, and the depreciation of capital assets. Summaries of the capital assets, depreciation and long-term debt obligations can be found in the Notes to Financial Statements. Depreciation is included by accounting convention thus the depreciated value of a District asset, as reflected in these reports, does not reflect an asset's useful, market or replacement value.

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2005

**Net Assets for the period ending June 30, 2005**

The current year's financial statements are dramatically different from past years as a result of implementing GASBS-34. Comparing this year's data with records from last year could be misleading to a researcher since last year's data was not prepared in a GASBS-34 format. Nonetheless, the District is pleased to be able to offer the more meaningful GASBS-34 financial report format to our readers. Next year's reports will offer two-year comparative data. In 2005, unrestricted net assets are \$286,901.

<b>Net Assets</b>	<b>2005</b>
Current Assets	892,243
Non-current Assets	13,476,712
<b>Total Assets</b>	<b>14,368,955</b>
Current Liabilities	530,947
Non-current Liabilities	7,759,395
<b>Total Liabilities</b>	<b>8,290,342</b>
Investment in capital assets (net of debt)	
Restricted net assets	5,791,712
Unrestricted net assets	286,901
<b>Total Net Assets</b>	<b>6,078,613</b>

A portion of the net assets are either invested in capital assets or restricted as to the purposes they can be used for.

- The District's investment in capital assets (land, buildings, furniture and equipment and technology equipment, net of accumulated depreciation), net of related debt, is the largest component of the total combined net assets.

**Change in Net Assets**

The District's total revenues were \$14,913,394; total net expenses \$14,699,836, resulting in an increase of net assets of \$213,558. The largest part, 92.8%, of the District's revenues came from the local tax assessment and the State of New Hampshire. The State of New Hampshire's sources include the locally raised state property tax, federal aid received through the state, and the various state aid programs.

The District's expenditures were largely for instruction and support services (90.88%), while a new expense, depreciation, accounts for 3.03% of total expenses.

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2005

Statement of Activities	Amount	% of Total
<b>Revenues:</b>		
Program revenues:		
Charges for services	443,602	3.0
Operating grants	692,505	4.6
Capital grants	234,684	1.6
General revenues:		
School district assessment	6,956,164	46.6
Unrestricted grants	6,471,661	43.4
Miscellaneous	114,778	0.8
<b>Total revenues</b>	<b>\$14,913,394</b>	<b>100%</b>
<b>Program Expenses:</b>		
Instruction	8,539,897	58.1
Support services:		
Student	911,966	6.2
Instructional staff	649,604	4.4
General administration	65,187	0.4
Executive administration	486,069	3.3
School administration	801,274	5.5
Business	242,508	1.6
Operation and maintenance of plant	1,394,361	9.5
Student transportation	573,714	3.9
Other	2,355	0.0
Non-instructional services	454,049	3.1
Facilities acquisition and construction	159,828	1.1
Interest on long-term debt	419,024	2.9
<b>Total governmental activities</b>	<b>\$14,699,836</b>	<b>100%</b>
<b>Change in net assets</b>	<b>\$213,558</b>	
<b>Beginning net assets</b>	<b>\$5,865,055</b>	
<b>Ending net assets</b>	<b>\$6,078,613</b>	

### Revenues

In future years, this analysis will provide a more meaningful comparison when addressing significant increases or decreases in the percentage of total revenues or percentages and amounts over or under the prior year, due to the fact that this is the first year implementing GASBS-34. For now, amounts over or under the prior year revenue amounts for the District in area's easily compared are as follows:

- School district assessment, 46.64% and 46.47% of total revenue for the fiscal years ended June 30, 2005, and 2004, respectively, an increase in the percentage of total revenues of .17%

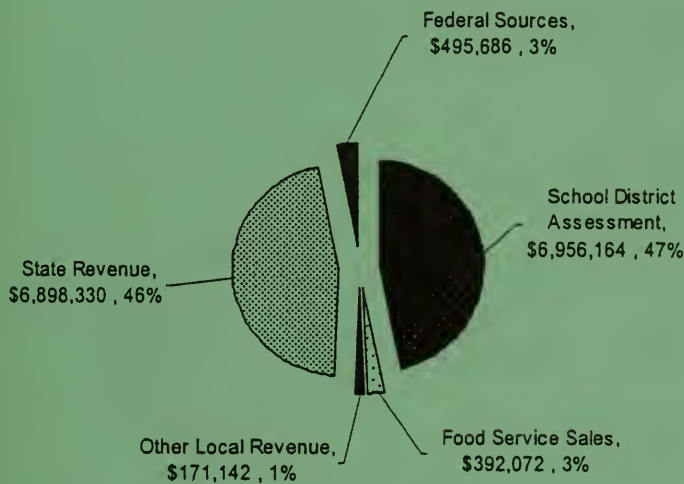
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2005

- State of New Hampshire source intergovernmental revenues, 43.4% and 51.9% of total revenue for the fiscal years ended June 30, 2005, and 2004, respectively, a decrease in the percentage of total revenues of 8.5%
- Operating grants and contributions, 4.6% and 2.1% of total revenues for the fiscal years ended June 30, 2005, and 2004, respectively, an increase in the percentage of total revenues of 2.5%

### Summary of Revenues

The biggest share, \$13,854,494 (about 93.0%), of revenue was derived from local appropriations and intergovernmental sources (State of NH). The state property tax is included as part of intergovernmental revenue even though it is raised locally. This revenue statement includes all revenues from local, state and federal sources.

### School District Total Revenues 2004-2005



### Expenses

Expenses are reported on an accrual accounting basis. In future years, this analysis will provide a more meaningful comparison when addressing significant increases or decreases in the percentage of total expenses or percentages and amounts over or under the prior year, due to the fact that this is the first year implementing GASBS-34. For now, amounts over or under the prior year expense amounts for the District in area's easily compared are as follows:

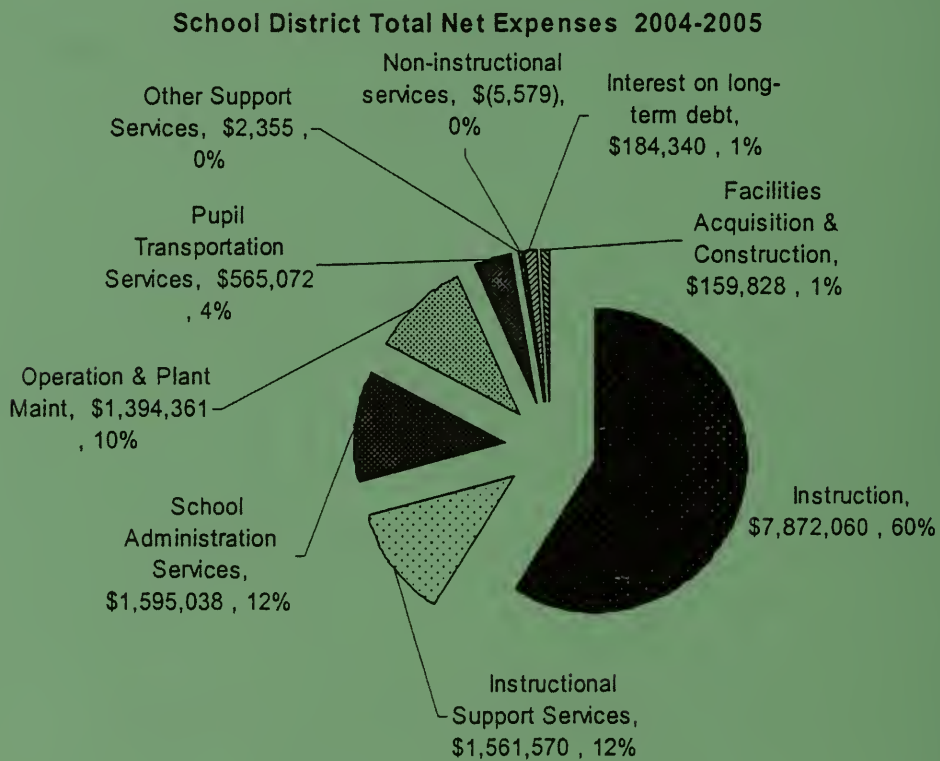
- Instruction expenses, 58.1% and 53.5% of total expenses for the fiscal years ended June 30, 2005, and 2004, respectively, an increase in the percentage of total expenses of 4.6%, with an increase of 9.0% (\$662,980 more) over the prior year amount.

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2005

- Support service expenses, 43.8% and 34.2% of total expenses for the fiscal years ended June 30, 2005, and 2004, respectively, an increase in the percentage of total expenses of 9.6%, with an increase of 12.5% (\$587,920 more) over the prior year amount.

**Summary of Net Expenses**

The Litchfield School District used its budgetary resources as depicted in the chart below. 64% of all expenses were on instruction and instructional support. Most federal revenue was expended on remedial or special needs instruction and support. This expense statement includes expenses paid from local, state and federal appropriations. For purposes of this accrual reporting, the State Building Aid revenues of \$234,684 were applied as an offset to the interest on long-term debt.



**Governmental Activities**

The following exhibit presents the net cost of the District's largest functions based upon the total expense, less charges for services and operating grants and contributions, of each function. The net cost reflects the amount that was funded by general revenues (principally the school district assessment which is derived by local and statewide property taxes and general state aid).



MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2005

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**TOTAL AND NET COST OF SERVICES**

	<b>Total Cost of Services</b>		<b>Net Cost of Services</b>	
<b>Functions / Programs</b>				
Instruction	8,539,897	58%	\$ 7,872,060	59%
Support services	5,127,038	35%	5,118,396	38%
Food service program	454,049	3%	(5,579)	0%
Facilities acquisition	159,828	1%	159,828	1%
<b>Unallocated</b>				
Interest	419,024	3%	184,340	2%
	<b>\$ 14,699,836</b>	<b>100%</b>	<b>\$ 13,329,045</b>	<b>100%</b>

---

The total cost of all governmental activities this year was \$14,699,836; the total net cost was \$13,329,045. The primary financing for these activities of the District was as follows:

Property taxes

- The amount that was paid by taxpayers through property taxes was \$8,934,418; which consisted of \$6,956,164 paid in the form of local property taxes and \$1,978,254 paid in the form of property taxes under the State of New Hampshire state-wide education tax system for the annual school district assessment.
- An additional amount of \$4,493,407 was received from the State of New Hampshire under the "adequacy grant" provisions of the State's educational funding system, which in addition to other State funding sources includes statewide property taxes collected from other local governments.

Charges for Services

- Tuition was received in the amount of \$43,315.
- Total food service revenues of \$460,055 consisted of food service sales and local miscellaneous revenues in the amount of \$392,072, and federal and state food nutrition program operating contributions (free and reduced lunch reimbursements and commodities) of \$67,983.

Operating Grants and Contributions

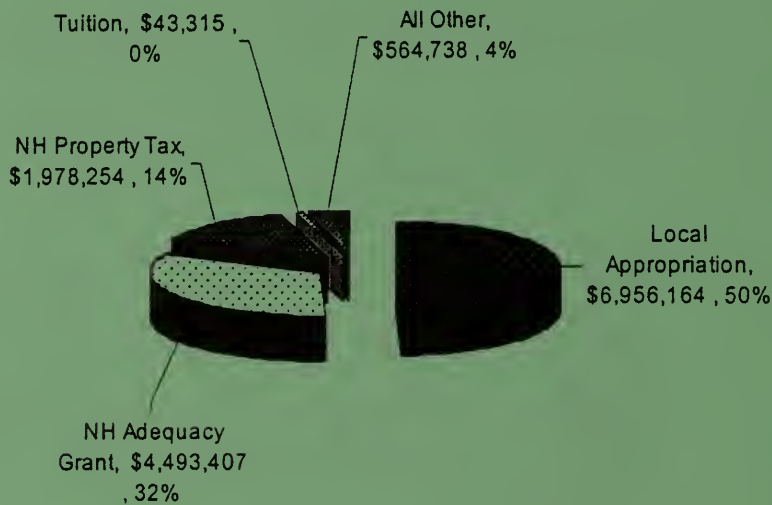
- Federal grants for instruction were received in the amount of \$333,953.

**INDIVIDUAL FUND ANALYSIS**

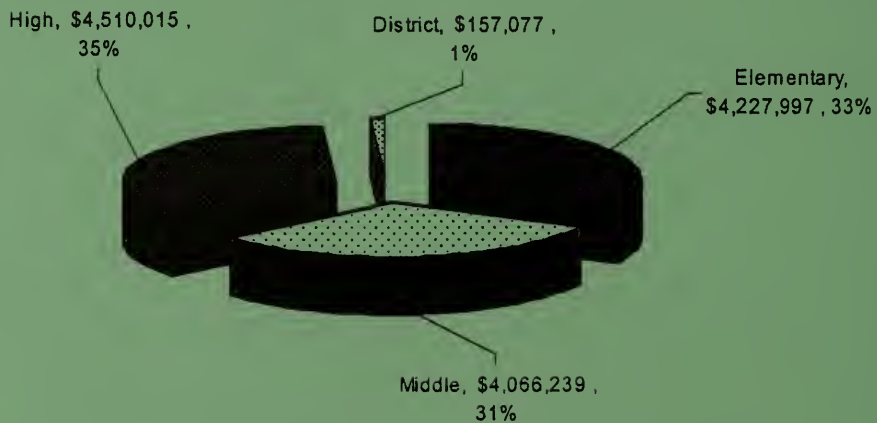
**General Fund**

The General Fund is what most people think of as "the budget" since it is the focal point of the Annual Deliberative Session and largely supported by locally raised taxes. The local appropriation and the state property tax are raised locally and make up 63.7% of general fund revenues. Together, the revenues raised locally and the state adequacy grant comprises over 95.7% of the District's General Fund Budgetary Revenues. Also depicted below are expenditures and percentages by grade level and district wide excluding debt service and interfund transfers.

**General Fund Budgetary Revenues 2004-2005**



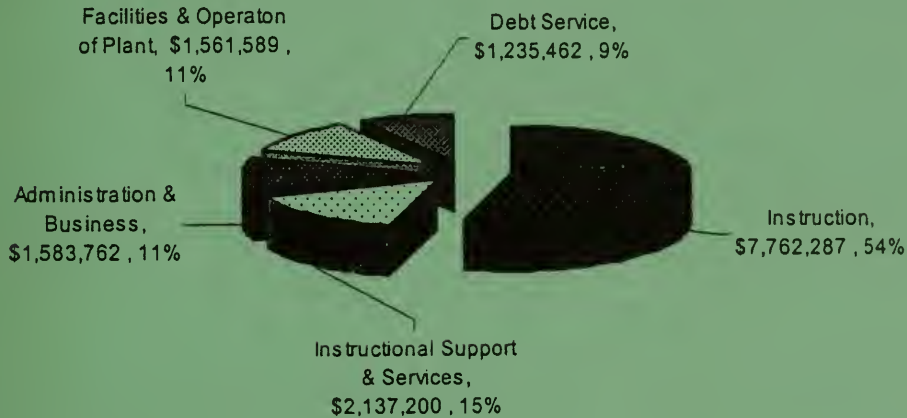
**General Fund Expenditures by Grade Level 2004-2005**



MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2005

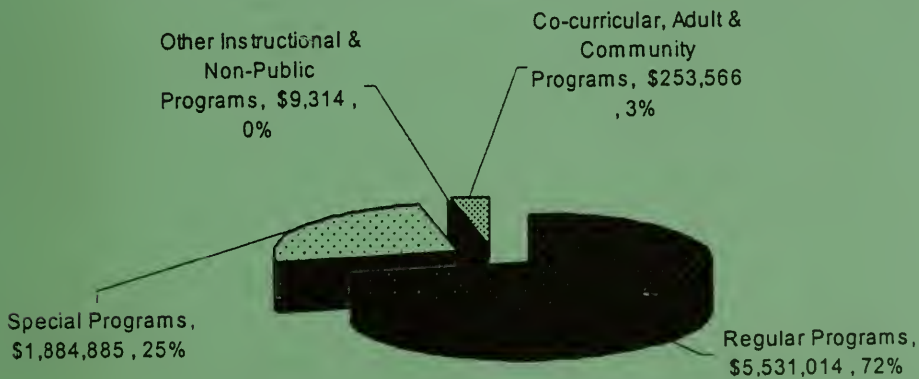
Instruction makes up 54% of all general fund expenditures, while Instructional Support and Services, including transportation, operation of plant, and administration makes up 37% of all General Fund expenditures. The remaining 9% includes debt service – principal and interest. The following charts provide a more detailed depiction of the makeup and proportions of the expenditures in these broad categories.

**General Fund Expenditures by Functions 2004-2005**



This chart examines how the direct instructional expenditures are allocated to the various programs.

**General Fund Expenditures for Instruction 2004-2005**



### SUMMARY OF FEDERAL SUPPORT OF THE DISTRICT

During fiscal year 2005, Litchfield School District applied for and received the following significant federal grants:

Title II, Class Size Reduction, was awarded for the current period in the amount of \$35,148. This grant funded the personnel costs of additional teachers (reading tutors) thereby reducing the class sizes in the District's schools.

Title IV, Safe and Drug Free Schools was awarded for the current period in the amount of \$5,302. This grant funded the services of a social worker, staff training and supplies.

Title V, Innovative Programs, was awarded for the current period in the amount of \$9,731. This grant funded tutor salaries and PBIS training.

IDEA was awarded for the current period in the amount of \$262,222. This grant funded special needs services and supplies for students throughout the District.

Preschool Grant was awarded for the current period in the amount of 7,198. The grant was used to provide supplies in order to support special needs students.

### CAPITAL RESERVE FUND

Expendable capital and maintenance reserve funds (established by voters at an annual school district meeting as trust funds in accordance with statutory requirements) are classified as special revenue funds for the basic financial statements. The capital reserve fund balances increased \$50,000 during the year from \$0 at June 30, 2004, to \$50,000 at June 30, 2005. In accordance with statutory requirements, they are held in custody by the Trustees of Trust Funds of the Town of Litchfield and are only released for the restricted specific purposes of the individual funds.

### COMMENTS ON GENERAL FUND BUDGET COMPARISONS

- The beginning General Fund equity was \$539,429. General Fund revenues, consisting largely of local taxes and state aid, were \$14,119,386. General Fund expenditures, including fund transfers, were \$14,330,300. The ending fund equity for the District was \$328,515, of which \$100,184 is in unreserved fund balance.
- General Fund actual revenues were greater than budgeted revenues by \$50,235. General Fund expenditures were less than appropriations by \$99,949. These variances are absorbed in the general fund ending balance.
- Significant General Fund expenditures-to-net-budget variances occurred in several functions:
  - Special Programs were under-expended by \$100,849 due primarily due to the District's ability to support more special needs students in district.
  - School Administration was under-expended by \$77,890 due primarily to vacancies and changes in personnel.
  - Pupil transportation was under-expended by \$110,236 due to fewer special needs students needing transportation to out-of-district placements.

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)  
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2005

- o Operation and Maintenance of Plant was over-expended by \$132,211 due primarily to the replacement of a septic tank at Griffin Memorial School in addition to this line item under funding of this account in the current years appropriation.

We are constantly making changes to our budget planning processes to improve the accuracy of our budget assessments and reduce the size and frequency of future budget variances. Since it is not possible to know in advance all of the circumstances that might create budget variances, we will continue to estimate future costs based on our experience, judgment, and actual expenditure data.

## CAPITAL ASSETS AND DEBT ADMINISTRATION

### Capital Assets

On June 30, 2005, the District reported capital assets of \$13,476,712 (net of accumulated depreciation), which consist of a broad range of capital assets, including land, buildings & improvements, and machinery and equipment.

There were no additions of land assets during the year. The District also annually invests in new furnishings, computers and peripherals, printed media and other equipment, as needed.

<b>Governmental Activities</b>	
	<b>2005</b>
Land	460,792
Buildings & Improvements	17,437,627
Machinery & Equipment	53,973
<b>Totals at Historical Cost</b>	<b>17,952,392</b>
Total Accumulated Depreciation	4,475,680
<b>NET CAPITAL ASSETS</b>	<b>13,476,712</b>

### Long-Term Debt

On June 30, 2005, the District had \$7,685,000 of outstanding long-term debt.

## **FUTURE BUDGETARY IMPLICATIONS**

In New Hampshire the public school fiscal year is July 1 to June 30; other programs, i.e., some federal budgets, operate on a different fiscal calendar, but are reflected in the District overall budget as they impact on the District.

The beginning General Fund equity for the 2005-2006 fiscal year is \$100,184.

Significant activities or events, which will have impact on future district finances, include:

1. Entering negotiations with the Litchfield Educational Association (Teachers). The current contract expires on June 30, 2006; and
2. The District will be proposing the construction of a replacement elementary school for grades 1 through 5, plus Pre/K grades for Special Education purposes, on the 2006 School District Ballot.

Questions regarding this report should be directed to the Ms. Catherine M. Hamblett, Superintendent of Schools, or to Mr. Stephen F. Martin, Business Administrator, at (603-578-3570), or by mail at:

Litchfield School District  
SAU #27  
1 Highlander Court  
Litchfield, NH 03052

***BASIC FINANCIAL STATEMENTS***

**EXHIBIT A**  
**LITCHFIELD SCHOOL DISTRICT**  
*Statement of Net Assets*  
**June 30, 2005**

	<u>Governmental Activities</u>
<b>ASSETS</b>	
Cash and cash equivalents	\$ 715,468
Receivables	173,723
Prepaid items	3,052
Capital assets, not being depreciated:	
Land	460,792
Capital assets, net of applicable accumulated depreciation:	
Building and building improvements	12,975,240
Machinery and equipment	<u>40,680</u>
Total assets	<u>14,368,955</u>
<b>LIABILITIES</b>	
Accounts payable	53,022
Accrued salaries and benefits	1,166
Payroll deductions payable	318,848
Accrued interest payable	157,911
Noncurrent obligations:	
Due within one year:	
Bonds	800,000
Compensated absences	7,440
Due in more than one year:	
Bonds	6,885,000
Compensated absences	<u>66,955</u>
Total liabilities	<u>8,290,342</u>
<b>NET ASSETS</b>	
Invested in capital assets, net of related debt	5,791,712
Unrestricted	<u>286,901</u>
Total net assets	<u>\$ 6,078,613</u>



**EXHIBIT B**  
**LITCHFIELD SCHOOL DISTRICT**  
**Statement of Activities**  
**For the Fiscal Year Ended June 30, 2005**

	<u>Expenses</u>	<u>Program Revenues</u>			<u>Net (Expense) Revenue and Changes in Net Assets</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	
<b>Governmental activities</b>					
Instruction	\$ 8,539,897	\$ 43,315	\$ 624,522	\$	\$ (7,872,060)
Support services:					
Student	911,966				(911,966)
Instructional staff	649,604				(649,604)
General administration	65,187				(65,187)
Executive administration	486,069				(486,069)
School administration	801,274				(801,274)
Business	242,508				(242,508)
Operation and maintenance of plant	1,394,361				(1,394,361)
Student transportation	573,714	8,642			(565,072)
Other	2,355				(2,355)
Non-instructional services	454,049	391,645	67,983		5,579
Facilities acquisition and construction	159,828				(159,828)
Interest on long-term debt	419,024			234,684	(184,340)
Total governmental activities	<u>\$ 14,699,836</u>	<u>\$ 443,602</u>	<u>\$ 692,505</u>	<u>\$ 234,684</u>	<u>(13,329,045)</u>
General revenues:					
School district assessment					6,956,164
Grants and contributions not restricted to specific programs					6,471,661
Interest					15,714
Miscellaneous					99,064
Total general revenues					<u>13,542,603</u>
Change in net assets					213,558
Net assets, beginning					5,865,055
Net assets, ending					<u>\$ 6,078,613</u>

**EXHIBIT A-1**  
**LITCHFIELD SCHOOL DISTRICT**  
*Balance Sheet*  
**Governmental Funds**  
*June 30, 2005*

	General Fund	Food Service Fund	Grants Fund	Nonmajor Fund Expendable Trust	Total Governmental Funds
<b>ASSETS</b>					
Cash and cash equivalents	\$ 574,776	\$ 140,692	\$	\$	\$ 715,468
Receivables:					
Accounts	3,669				3,669
Intergovernmental	4,268		165,786		170,054
Interfund receivable	165,786			50,000	215,786
Prepaid items	3,052				3,052
Total assets	<u>\$ 751,551</u>	<u>\$ 140,692</u>	<u>\$ 165,786</u>	<u>\$ 50,000</u>	<u>\$ 1,108,029</u>
<b>LIABILITIES AND FUND BALANCES</b>					
Liabilities:					
Accounts payable	\$ 53,022	\$	\$	\$	\$ 53,022
Accrued salaries and benefits	1,166				1,166
Payroll deductions payable	318,848				318,848
Interfund payable	50,000		165,786		215,786
Total liabilities	<u>423,036</u>		<u>165,786</u>		<u>588,822</u>
Fund balances:					
Reserved for encumbrances	178,331	25,814			204,145
Reserved for special purposes	50,000				50,000
Unreserved, undesignated, reported in:					
General fund	100,184				100,184
Special revenue funds		114,878		50,000	164,878
Total fund balances	<u>328,515</u>	<u>140,692</u>		<u>50,000</u>	<u>519,207</u>
Total liabilities and fund balances	<u>\$ 751,551</u>	<u>\$ 140,692</u>	<u>\$ 165,786</u>	<u>\$ 50,000</u>	<u>\$ 1,108,029</u>

*EXHIBIT A-2*  
**LITCHFIELD SCHOOL DISTRICT**  
*Reconciliation of Total Governmental Fund Balances*  
*to the Statement of Net Assets*  
*June 30, 2005*

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Total governmental fund fund balances (Exhibit A-1)		\$ 519,207
Amounts reported for governmental activities in the statement of net assets are different because:		
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.		
Cost	\$ 17,952,392	
Less accumulated depreciation	<u>(4,475,680)</u>	13,476,712
Interfund receivables and payables between governmental funds are eliminated on the statement of net assets.		
Receivables	\$ 215,786	
Payables	<u>(215,786)</u>	-0-
Interest on long-term debt and capital leases is not accrued in governmental funds.		
		(157,911)
Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds.		
Bonds	\$ (7,685,000)	
Compensated absences	<u>(74,395)</u>	<u>(7,759,395)</u>
Net assets of governmental activities (Exhibit A)		<u><u>\$ 6,078,613</u></u>

**EXHIBIT A-3**  
**LITCHFIELD SCHOOL DISTRICT**  
*Statement of Revenues, Expenditures and Changes in Fund Balances*  
**Governmental Funds**  
**For the Fiscal Year Ended June 30, 2005**

	General Fund	Food Service Fund	Grants Fund	Nonmajor Fund Expendable Trust	Total Governmental Funds
<b>REVENUES</b>					
School district assessment	\$ 6,956,164	\$	\$	\$	\$ 6,956,164
Other local	166,308	392,072	4,834		563,214
State	6,893,680	4,650			6,898,330
Federal	103,234	63,333	329,119		495,686
Total revenues	<u>14,119,386</u>	<u>460,055</u>	<u>333,953</u>		<u>14,913,394</u>
<b>EXPENDITURES</b>					
Current:					
Instruction	7,762,287		333,953		8,096,240
Support services:					
Student	911,966				911,966
Instructional staff	649,165				649,165
General administration	65,187				65,187
Executive administration	479,121				479,121
School administration	798,866				798,866
Business	240,588				240,588
Operation and maintenance of plant	1,401,761				1,401,761
Student transportation	573,714				573,714
Other	2,355				2,355
Non-instructional services		454,049			454,049
Debt service:					
Principal	800,000				800,000
Interest	435,462				435,462
Facilities acquisition and construction	159,828				159,828
Total expenditures	<u>14,280,300</u>	<u>454,049</u>	<u>333,953</u>		<u>15,068,302</u>
Excess (deficiency) of revenues over (under) expenditures					
	<u>(160,914)</u>	<u>6,006</u>			<u>(154,908)</u>
Other financing sources (uses)					
Transfers in				50,000	50,000
Transfers out	(50,000)				(50,000)
Total othe financing sources and uses	<u>(50,000)</u>			<u>50,000</u>	
Net change in fund balances	(210,914)	6,006		50,000	(154,908)
Fund balances, beginning	539,429	134,686			674,115
Fund balances, ending	<u>\$ 328,515</u>	<u>\$ 140,692</u>	<u>\$ -0-</u>	<u>\$ 50,000</u>	<u>\$ 519,207</u>

*EXHIBIT A-4*  
**LITCHFIELD SCHOOL DISTRICT**  
*Reconciliation of the Statement of Revenues, Expenditures  
and Changes in Fund Balances of Governmental Funds  
to the Statement of Activities  
For the Year Ended June 30, 2005*

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Net change in fund balances - total governmental funds (Exhibit A-3) \$ (154,908)

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

Governmental funds report capital outlays as expenditures. In the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation expense exceeded capital outlay in the current period.

Capital outlay expenditure	\$ 10,000	
Depreciation expense	<u>(448,974)</u>	(438,974)

Transfers in and out between governmental funds are eliminated on the operating statement.

Transfers in	\$ 50,000	
Transfers out	<u>(50,000)</u>	-0-

Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets.

Repayment of bond principal		800,000
-----------------------------	--	---------

Some expenses reported in the statement of activities do not require the use of current financial resources, and therefore are not reported as expenditures in governmental funds.

Accrued interest expense decrease	\$ 16,438	
Compensated absences increase	<u>(8,998)</u>	<u>7,440</u>

Change in net assets of governmental activities (Exhibit B)

\$ 213,558

*EXHIBIT B-1*  
*LITCHFIELD SCHOOL DISTRICT*  
*Fiduciary Funds*  
*Statement of Fiduciary Net Assets*  
*June 30, 2005*

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	<u>Agency</u>
<b>ASSETS</b>	
Cash and cash equivalents	\$ 93,676
<b>LIABILITIES</b>	
Due to student groups	<u>93,676</u>
<b>NET ASSETS</b>	<u>\$ -0-</u>

*LITCHFIELD SCHOOL DISTRICT*  
*NOTES TO THE BASIC FINANCIAL STATEMENTS*  
*FOR THE YEAR ENDED JUNE 30, 2005*

<b>Summary of Significant Accounting Policies</b> .....	1
Reporting Entity .....	1 - A
Basis of Presentation .....	1 - B
Measurement Focus .....	1 - C
Basis of Accounting .....	1 - D
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**LITCHFIELD SCHOOL DISTRICT**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED JUNE 30, 2005**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the Litchfield School District (School District) have been prepared in conformity with U.S. generally accepted accounting principles (GAAP) as applied to governmental entities. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for governmental accounting and financial reporting. The School District also applies Financial Accounting Standards Board (FASB) statements and interpretations issued on or before November 30, 1989, to its governmental activities at the government-wide financial reporting level to the extent that those standards do not conflict with or contradict guidance of the GASB.

The more significant of the School District's accounting policies are described below.

**1-A Reporting Entity**

In New Hampshire, each town constitutes a school district except school districts organized under special acts of Legislature. The Litchfield School District serves the community of Litchfield, New Hampshire and provides public education services for students in kindergarten through grade twelve.

The School District is a municipal corporation governed by a 5-member board elected by the voters of the School District. The reporting entity is comprised of the primary government and any other organizations that are included to ensure that the financial statements are not misleading.

Component units are legally separate organizations for which the School District is financially accountable. The School District is financially accountable for an organization if the School District appoints a voting majority of the organization's governing board and (1) the School District is able to significantly influence the programs or services performed or provided by the organization; or (2) the School District is legally entitled to or can otherwise access the organization's resources; the School District is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or the School District is obligated for the debt of the organization. Based on the foregoing criteria, no other organizations are included in the School District's financial reporting entity.

**1-B Basis of Presentation**

The School District's basic financial statements consist of government-wide statements, including a statement of net assets and a statement of activities; and fund financial statements, which provide a more detailed level of financial information.

**Government-wide Financial Statements** - The government-wide financial statements include the statement of net assets and the statement of activities. These statements report financial information for the School District as a whole. Fiduciary activities are not included at the government-wide reporting level.

The statement of net assets presents the financial position of the governmental activities of the School District at year-end. This statement includes all of the School District's assets, liabilities and net assets.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the School District's governmental activities. Direct expenses are those that are specifically associated with the function and therefore, clearly identifiable to that particular function. The School District does not allocate indirect expenses to functions in the statement of activities.

The statement of activities reports the expenses of a given function offset by program revenues directly related to the functional program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with the distinct functional activity. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the School District. Program revenues include: (1) charges for services, which include tuition, fees, and other charges to users of the School District's services; (2) operating grants and contributions which finance annual operating activities including restricted investment income; and (3) capital grants and contributions which finance the acquisition, construction, or rehabilitation of capital assets. These revenues are subject to externally imposed restrictions to the program uses.



*LITCHFIELD SCHOOL DISTRICT*  
*NOTES TO THE BASIC FINANCIAL STATEMENTS*  
*FOR THE YEAR ENDED JUNE 30, 2005*

For identifying to which function program revenue pertains, the determining factor for *charges for services* is which function *generates* the revenue. For *grants and contributions*, the determining factor is to which functions the revenues are *restricted*. The school district assessment from the town, unrestricted state aid and other revenue sources not properly included among program revenues are reported as general revenues of the School District.

**Fund Financial Statements** - During the year, the School District segregates transactions related to certain School District functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. A fund is a fiscal and accounting entity with a self-balancing set of accounts. Fund financial statements are designed to present financial information of the School District at this more detailed level. Fund financial statements are provided for governmental and fiduciary funds, although the latter are excluded from the government-wide financial statements.

Major individual governmental funds are reported as separate columns in the fund financial statements with composite columns for non-major funds. Fiduciary funds are reported by type.

**Fund Accounting** - The School District uses funds to maintain its financial records during the year. The School District uses two categories of funds: governmental and fiduciary.

**Governmental Funds** - Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Fund liabilities are assigned to the fund from which they will be liquidated. The School District reports the difference between governmental fund assets and liabilities as fund balance. The following are the School District's major governmental funds:

**General Fund** - The General Fund is the general operating fund of the School District. All general tax revenues and other receipts that are not allocated by law or contractual agreement to another fund are accounted for in this fund. This fund accounts for general operating expenditures, fixed charges, and the capital improvement costs that are not reported in other funds.

**Food Service Fund** - This fund accounts for the School District's food service program.

**Grants Fund** - This fund accounts for the School District's local and Federal grant programs.

The School District also reports one nonmajor fund, the expendable trust fund.

**Fiduciary Funds** - Fiduciary fund reporting focuses on net assets. The School District's fiduciary funds consist of agency funds. The agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

***1-C Measurement Focus***

**Government-wide Financial Statements** - The government-wide financial statements are reported using the economic resources measurement focus. All assets and all liabilities associated with the operation of the School District are included on the statement of net assets. The statement of activities reports revenues, expenses and changes in net assets.

**Governmental Fund Financial Statements** - All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. The statement of revenues, expenditures and changes in fund balances reports the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. The governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the governmental fund statements.

**LITCHFIELD SCHOOL DISTRICT**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED JUNE 30, 2005**

**Fiduciary Fund Financial Statements** - The student activities funds are accounted for using the economic resources measurement focus.

**1-D Basis of Accounting**

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. At the fund reporting level, governmental funds use the modified accrual basis of accounting, and fiduciary funds use the accrual basis of accounting. Differences in the accrual and the modified accrual basis of accounting arise in the recognition of revenue, the recording of some deferred revenue, and in the presentation of expenses versus expenditures.

**Revenues - Exchange Transactions** - Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On the modified accrual basis, revenue is recorded when the exchange takes place and in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year, generally within sixty days of year-end.

**Revenues - Non-exchange Transactions** - Nonexchange transactions, in which the School District receives value without directly giving equal value in return, include grants and donations. Revenue from grants and donations is recognized in the fiscal year in which all grantor imposed eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted; matching requirements, in which the School District must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the School District on a reimbursement basis. On a modified accrual basis, revenue from nonexchange transactions also must be available before it can be recognized, generally within sixty days of year-end.

Under the modified accrual basis, the following revenue sources are considered to be susceptible to accrual: the school district assessment from the town, tuition, interest, and federal and state grants.

Although the School District does not levy property taxes, the town levies property taxes on behalf of the School District (school district assessment).

**Expenses/Expenditures** - On the accrual basis of accounting, expenses are recognized at the time they are incurred. On the modified accrual basis, expenditures generally are recognized in the accounting period in which the related fund liability is incurred and due, if measurable.

**1-E Assets, Liabilities and Net Assets or Equity**

**1-E-1 Cash and Cash Equivalents**

Cash and cash equivalents include amounts in demand deposits as well as short-term investments with a maturity date within three months of the date acquired by the School District.

New Hampshire statutes require that the School District treasurer have custody of all moneys belonging to the School District and shall pay out the same only upon orders of the School Board. The treasurer shall deposit all such moneys in participation units in the public deposit investment pool established pursuant to N.H. RSA 383:22 or in solvent banks in the state. Funds may be deposited in banks outside the state if such banks pledge and deliver to a third party custodial bank or the Federal Reserve Bank collateral security for such deposits, United States government or government agency obligations or obligations of the State of New Hampshire in value at least equal to the amount of the deposit in each case.

**LITCHFIELD SCHOOL DISTRICT**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED JUNE 30, 2005**

**1-E-2 Interfund Balances**

On the fund financial statements, receivables and payables resulting from short-term interfund loans are classified as "interfund receivables/payables." These amounts are eliminated in the governmental activities column of the statement of net assets.

**1-E-3 Prepaid Items**

Payments made to vendors for services that will benefit periods beyond June 30 are recorded as prepaid items using the consumption method, by recording an asset for the prepaid amount and reflecting the expenditure/expense in the year in which services are consumed.

**1-E-4 Capital Assets**

General capital assets are those assets of a capital nature which the School District owns. These assets generally result from expenditures in governmental funds. The School District reports these assets in the governmental activities column of the government-wide statement of net assets and does not report them in the governmental fund financial statements.

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated capital assets are recorded at their fair market values as of the date received. The School District maintains a capitalization threshold of \$10,000 and more than five years of estimated useful life. Improvements to capital assets are capitalized; the costs of normal maintenance and repairs that do not add to the value of an asset or materially extend the asset's life are expensed.

All reported capital assets are depreciated over the estimated useful lives of the related capital assets. Depreciation is computed using the straight-line method over the following useful lives:

	<u>Years</u>
Buildings and building improvements	20 - 30
Machinery and equipment	5 - 15

At the inception of capital leases at the governmental fund reporting level, expenditures and an "other financing source" of an equal amount are reported at the net present value of future minimum lease payments.

**1-E-5 Compensated Absences**

Vacation leave benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributable to services already rendered, and it is probable that the School District will compensate the employees for the benefits through paid time off or some other means. All compensated absence liabilities include salary-related payments, where applicable.

The total compensated absence liability is reported on the government-wide financial statements. Governmental funds report the compensated absence liability at the fund reporting level only "when due."

**1-E-6 Accrued Liabilities and Long-term Obligations**

All payables, accrued liabilities and long-term obligations are reported in the government-wide financial statements.

In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources, are reported as obligations of these funds. However, claims and judgments, and compensated absences that will be paid from governmental funds are reported as a liability in the fund financial statements only to the extent that they are "due for payment" during the current year.

**LITCHFIELD SCHOOL DISTRICT**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED JUNE 30, 2005**

**1-E-7 Fund Equity**

Fund equity at the governmental fund financial reporting level is classified as "fund balance." Fund equity for all other reporting is classified as "net assets."

**Fund Balance** - Generally, fund balance represents the difference between the current assets and current liabilities. The School District reserves those portions of fund balance that are legally segregated for a specific future use or which do not represent available, spendable resources and therefore are not available for appropriation or expenditure. Unreserved fund balance indicates that portion of fund balance that is available for appropriation in future periods.

**Net Assets** - Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt, consist of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. All other net assets are reported as unrestricted.

**1-E-8 Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America, requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

**NOTE 2 - CHANGES IN ACCOUNTING PRINCIPLES, FUND RECLASSIFICATIONS AND RECONCILIATION OF EQUITY BALANCES**

**2-A Changes in Accounting Principles**

For the fiscal year 2005, the School District has implemented GASB Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*; GASB Statement No. 37, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments: Omnibus*; and GASB Statement No. 38, *Certain Financial Statement Note Disclosures*.

GASB Statement No. 34 creates new basic financial statements for reporting the School District's financial activities. The financial statements now include government-wide financial statements prepared on an accrual basis of accounting and fund financial statements which present information for individual major funds rather than by fund type.

The government-wide financial statements present the School District's programs as governmental activities. The beginning net asset amount for governmental programs reflects the change in fund balance for governmental funds at July 1, 2004, caused by conversion to the accrual basis of accounting.

**2-B Reconciliation of Beginning Net Assets**

The transition from governmental fund balance to net assets of the governmental activities (i.e., the GASB Statement No. 34 adjustments) is presented here.

Fund balances - all governmental funds, June 30, 2004	\$ 674,115
Capital assets, net of accumulated depreciation	13,915,686
Accrued interest payable	(174,349)
General obligation bonds payable	(8,485,000)
Compensated absences payable	<u>(65,397)</u>
Net assets - governmental activities, June 30, 2004	<u>\$ 5,865,055</u>

*LITCHFIELD SCHOOL DISTRICT  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2005*

*NOTE 3 - DETAILED NOTES ON ALL FUNDS AND GOVERNMENT-WIDE STATEMENTS*

*3-A Deposits*

All bank deposits as of June 30, 2005, were insured by the Federal Deposit Insurance Corporation (FDIC) or collateralized with securities held by the School District or its agent (Citizens Bank) in the School District's name.

*3-B Receivables*

Receivables at June 30, 2005, consisted of accounts (reimbursements) and intergovernmental receivables arising from tuition, impact fees and grants.

Receivables are recorded on the School District's financial statements to the extent that the amounts are determined to be material and substantiated not only by supporting documentation, but also by a reasonable, systematic method of determining their existence, completeness, valuation, and collectibility.

*3-C Capital Assets*

Capital asset activity for the year ended June 30, 2005 was as follows:

	<u>Balance, beginning</u>	<u>Changes</u>	<u>Balance, ending</u>
Governmental activities:			
At cost:			
Not being depreciated:			
Land	\$ 460,792	\$	\$ 460,792
Construction in progress	10,475	(10,475)	
Total capital assets not being depreciated	<u>471,267</u>	<u>(10,475)</u>	<u>460,792</u>
Being depreciated:			
Buildings and building improvements	17,417,152	20,475	17,437,627
Machinery and equipment	53,973		53,973
Total capital assets being depreciated	<u>17,471,125</u>	<u>20,475</u>	<u>17,491,600</u>
Total all capital assets	<u>17,942,392</u>	<u>10,000</u>	<u>17,952,392</u>
Less accumulated depreciation:			
Buildings and building improvements	(4,018,730)	(443,657)	(4,462,387)
Machinery and equipment	(7,976)	(5,317)	(13,293)
Total accumulated depreciation	<u>(4,026,706)</u>	<u>(448,974)</u>	<u>(4,475,680)</u>
Net book value, capital assets being depreciated	13,444,419	(428,499)	13,015,920
Net book value, all capital assets	<u>\$ 13,915,686</u>	<u>\$ (438,974)</u>	<u>\$ 13,476,712</u>

Depreciation expense was charged to functions of the government as follows:

Governmental activities:	\$ 443,657
Instruction	
Support services:	
School administration	3,118
Operation and maintenance of plant	2,199
Total depreciation expense	<u>\$ 448,974</u>

**LITCHFIELD SCHOOL DISTRICT**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED JUNE 30, 2005**

**3-D Interfund Balances and Transfers**

Interfund balances at June 30, 2005 consist of overdrafts in the pooled cash and budgetary transfers.

Interfund receivable and payable balances at June 30, 2005 are as follows:

	<u>Interfund Receivable</u>	<u>Interfund Payable</u>
General fund	\$ 165,786	\$ 50,000
Grants fund		165,786
Nonmajor governmental fund:		
Expendable trust	<u>50,000</u>	
Totals	<u>\$ 215,786</u>	<u>\$ 215,786</u>

Interfund transfers during the year ended June 30, 2005 are as follows:

	<u>Transfers In</u>	<u>Transfers Out</u>
General fund	\$	\$ 50,000
Nonmajor governmental fund:		
Expendable trust	<u>50,000</u>	
Totals	<u>\$ 50,000</u>	<u>\$ 50,000</u>

**3-E Long-Term Liabilities**

Changes in the School District's long-term obligations consisted of the following for the year ended June 30, 2005:

	<u>General Obligation Bonds Payable</u>	<u>Compensated Absences Payable</u>	<u>Total</u>
Balance, beginning	\$ 8,485,000	\$ 65,397	\$ 8,550,397
Additions		8,998	8,998
Reductions	<u>(800,000)</u>		<u>(800,000)</u>
Balance, ending	<u>\$ 7,685,000</u>	<u>\$ 74,395</u>	<u>\$ 7,759,395</u>

Long-term liabilities payable at June 30, 2005, are comprised of the following:

	<u>Original Amount</u>	<u>Issue Date</u>	<u>Maturity Date</u>	<u>Interest Rate %</u>	<u>Outstanding at June 30, 2005</u>	<u>Current Portion</u>
General obligation bonds payable:						
High school construction	\$ 11,685,000	2000	2015	4.5-5.25	\$ 7,685,000	\$ 800,000
Compensated absences payable:						
Accrued vacation leave					<u>74,395</u>	<u>7,440</u>
Total					<u>\$ 7,759,395</u>	<u>\$ 807,440</u>

**LITCHFIELD SCHOOL DISTRICT**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED JUNE 30, 2005**

The annual requirements to amortize all general obligation bonds outstanding as of June 30, 2005, including interest payments, are as follows:

Fiscal Year Ending <u>June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2006	\$ 800,000	\$ 395,462	\$ 1,195,462
2007	800,000	355,463	1,155,463
2008	800,000	315,462	1,115,462
2009	800,000	275,463	1,075,463
2010	800,000	235,462	1,035,462
2011-2015	<u>3,685,000</u>	<u>547,313</u>	<u>4,232,313</u>
Totals	<u>\$ 7,685,000</u>	<u>\$ 2,124,625</u>	<u>\$ 9,809,625</u>

All debt is general obligation debt of the School District, which is backed by its full faith and credit, and will be repaid from general governmental revenues.

**NOTE 4- OTHER INFORMATION**

**4-A Pensions**

**New Hampshire Retirement System** - The School District participates in the New Hampshire Retirement System (the System) which is the administrator of a cost-sharing multiple-employer contributory pension plan and trust established in 1967 by RSA 100-A:2 and is qualified as a tax-exempt organization under Sections 401(a) and 501(a) of the Internal Revenue Code. The plan is a contributory, defined benefit plan providing service, disability, death and vested retirement benefits to members and their beneficiaries. Provision for benefits and contributions are established and can be amended by the New Hampshire State Legislature. The System issues a publicly available financial report that may be obtained by writing the New Hampshire Retirement System, 4 Chenell Drive, Concord, NH 03301.

The System is financed by contributions from both the employees and the School District. Member contribution rates are established and may be amended by the State legislature while employer contribution rates are set by the System trustees based on an actuarial valuation. All employees are required to contribute 5% of earnable compensation. For fiscal year 2005, the School District contributed 2.64% for teachers and 5.90% for other employees. The contribution requirements for the Litchfield School District for the fiscal years 2003, 2004 and 2005 were \$170,360, \$215,797 and \$227,399 respectively, which were paid in full in each year.

The State of New Hampshire funds 35% of employer costs for teachers employed by the School District. This amount, \$83,508, is reported as an "on-behalf payment," as an expenditure and revenue on the governmental funds statement of revenues, expenditures and changes in fund balances, and as an expense and revenue on the statement of activities.

**4-B Risk Management**

The School District is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; injuries to employees; or natural disasters. During fiscal year 2005, the School District was a member of the New Hampshire Public Risk Management Exchange (Primex) Workers' Compensation and Property/Liability Programs which are pooled risk management programs under RSAs 5-B and 281-A. The workers' compensation and employer's liability policy provides statutory coverage for workers' compensation and up to \$2,000,000 of employer's liability coverage. Primex retained \$500,000 of each workers' compensation and liability loss, and \$200,000 of each property loss. The combined liability package includes coverage for property, auto, liability, errors and omissions, crime, and boiler and machinery. The membership and coverage runs from July 1 through June 30. The estimated net contribution from the Litchfield School District billed and paid for the year ended June 30, 2005 was \$54,596 for property/liability, and \$22,191 for workers' compensation. The member participation agreements permit Primex to make additional assessments to members, should there be a deficiency in contributions for any member year, not to exceed the member's annual contribution. At this time, Primex foresees no likelihood of any additional assessment for this or any prior year.

*LITCHFIELD SCHOOL DISTRICT*  
*NOTES TO THE BASIC FINANCIAL STATEMENTS*  
*FOR THE YEAR ENDED JUNE 30, 2005*

*4-C Contingent Liabilities*

*Grants* - The School District has received federal and state grants for specific purposes that are subject to review and audit by the grantor agencies or their designee. These audits could result in a request for reimbursement from the grantor agency for costs disallowed under terms of the grant. Based on prior experience, the School District believes such disallowances, if any, will be immaterial.

*Litigation* - There are various claims and suits pending against the School District which arise in the normal course of the School District's activities. In the opinion of management, the ultimate disposition of these various claims and suits will not have a material effect on the financial position of the School District.



*REQUIRED SUPPLEMENTARY INFORMATION*

**EXHIBIT C-1**  
**LITCHFIELD SCHOOL DISTRICT**  
**General Fund**  
**Schedule of Revenues, Expenditures and**  
**Changes in Fund Balance - Budget and Actual (Non-GAAP Budgetary Basis)**  
**For the Fiscal Year Ended June 30, 2005**

	Original Budget	Final Budget	Actual	Variance Positive (Negative)
<b>REVENUES</b>				
School district assessment	\$ 6,956,164	\$ 6,956,164	\$ 6,956,164	\$
Other local	68,000	159,351	166,308	6,957
State	6,726,371	6,726,371	6,810,172	83,801
Federal	<u>143,757</u>	<u>143,757</u>	<u>103,234</u>	<u>(40,523)</u>
Total revenues	<u>13,894,292</u>	<u>13,985,643</u>	<u>14,035,878</u>	<u>50,235</u>
<b>EXPENDITURES</b>				
Current:				
Instruction	7,841,717	7,841,717	7,687,223	154,494
Support services:				
Student	923,005	923,005	909,069	13,936
Instructional staff	579,209	579,209	651,538	(72,329)
General administration	56,828	56,828	65,187	(8,359)
Executive administration	456,773	456,773	478,403	(21,630)
School administration	876,756	876,756	799,381	77,375
Business	259,042	259,042	243,878	15,164
Operation and maintenance of plant	1,269,550	1,269,550	1,378,237	(108,687)
Student transportation	683,950	683,950	576,262	107,688
Other	646	646	2,355	(1,709)
Debt service:				
Principal	800,000	800,000	800,000	
Interest and other	435,913	435,913	435,462	451
Facilities acquisition and construction	<u>58,452</u>	<u>149,803</u>	<u>219,248</u>	<u>(69,445)</u>
Total expenditures	<u>14,241,841</u>	<u>14,333,192</u>	<u>14,246,243</u>	<u>86,949</u>
Deficiency of revenues under expenditures	<u>(347,549)</u>	<u>(347,549)</u>	<u>(210,365)</u>	<u>137,184</u>
Other financing uses:				
Transfers out	<u>(63,000)</u>	<u>(63,000)</u>	<u>(50,000)</u>	<u>13,000</u>
Net change in fund balances	<u>\$ (410,549)</u>	<u>\$ (410,549)</u>	(260,365)	<u>\$ 150,184</u>
Increase in reserve for special purposes			(50,000)	
Unreserved fund balance, beginning			<u>410,549</u>	
Unreserved fund balance, ending			<u>\$ 100,184</u>	

**EXHIBIT C-2**  
**LITCHFIELD SCHOOL DISTRICT**  
**Food Service Fund**  
**Schedule of Revenues, Expenditures and**  
**Changes in Fund Balance - Budget and Actual (Non-GAAP Budgetary Basis)**  
**For the Fiscal Year Ended June 30, 2005**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	Variance Positive (Negative)
<b>REVENUES</b>				
Local:				
Sales	\$ 370,000	\$ 380,000	\$ 381,757	\$ 1,757
Interest			427	427
Other			9,888	9,888
State:				
Lunch reimbursement			4,650	4,650
Federal:				
Lunch reimbursement	42,000	42,000	42,646	646
USDA commodities			<u>20,687</u>	<u>20,687</u>
Total revenues	<u>412,000</u>	<u>422,000</u>	<u>460,055</u>	<u>38,055</u>
<b>EXPENDITURES</b>				
Current:				
Non-instructional services	<u>425,000</u>	<u>435,000</u>	<u>479,863</u>	<u>(44,863)</u>
Deficiency of revenues under expenditures	(13,000)	(13,000)	(19,808)	(6,808)
Other financing sources:				
Transfers in	<u>13,000</u>	<u>13,000</u>	<u>          </u>	<u>(13,000)</u>
Net change in fund balance	<u>\$ -0-</u>	<u>\$ -0-</u>	(19,808)	<u>\$ (19,808)</u>
Unreserved fund balance, beginning			<u>134,686</u>	
Unreserved fund balance, ending			<u>\$ 114,878</u>	

**EXHIBIT C-3**  
**LITCHFIELD SCHOOL DISTRICT**  
**Grants Fund**  
*Schedule of Revenues, Expenditures and Changes in Fund Balance*  
*Budget and Actual (GAAP Basis)*  
*For the Fiscal Year Ended June 30, 2005*

	<u>Original and Final Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
<b>REVENUES</b>			
Local	\$	\$ 4,834	\$ 4,834
Federal	<u>229,742</u>	<u>329,119</u>	<u>99,377</u>
Total revenues	229,742	333,953	104,211
<b>EXPENDITURES</b>			
Current:			
Instruction	<u>229,742</u>	<u>333,953</u>	<u>(104,211)</u>
Net change in fund balance	<u>\$ -0-</u>	-0-	<u>\$ -0-</u>
Fund balance, beginning		<u>-0-</u>	
Fund balance, ending		<u>\$ -0-</u>	

*LITCHFIELD SCHOOL DISTRICT*  
*Notes to Required Supplementary Information*  
*For The Year Ended June 30, 2005*

<b>Budgetary Information</b>	
General Budget Policies .....	1
Budget/GAAP Reconciliation .....	2
Excess of Expenditures over Appropriations .....	3

**LITCHFIELD SCHOOL DISTRICT**  
**Notes to Required Supplementary Information**  
**For The Year Ended June 30, 2005**

**Budgetary Information**

**1. General Budget Policies**

General governmental revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with various legal requirements which govern the School District's operations. At its annual meeting, the School District adopts a budget for the general, food service and grants funds. Except as reconciled below, the budget was adopted on a basis consistent with U.S. generally accepted accounting principles.

Management may transfer appropriations between operating categories as deemed necessary, but expenditures may not legally exceed budgeted appropriations in total. All annual appropriations lapse at year-end unless encumbered.

Encumbrances accounting, under which purchase orders, contracts, and continuing appropriations (certain projects and specific items not fully expended at year-end) are recognized, is employed in the governmental funds. Encumbrances are not the equivalent of expenditures and are therefore reported as part of the fund balance at June 30, and are carried forward to supplement appropriations of the subsequent year.

State statutes require balanced budgets, but provide for the use of beginning unreserved fund balance to achieve that end. In the fiscal year 2005, \$410,549 of the beginning general fund fund balance was applied for this purpose.

**2. Budget/GAAP Reconciliation**

The following reconciles the general fund budgetary basis to the GAAP basis:

	<u>General Fund</u>	<u>Food Service Fund</u>
Revenues and other financing sources:		
(Budgetary basis)	\$ 14,035,878	\$ 460,055
Adjustments:		
Basis difference:		
On-behalf retirement contributions payments made by the State of New Hampshire recognized as revenue on the GAAP basis, but not on the budgetary basis	83,508	
Per Exhibit A-3 (GAAP basis)	<u>\$ 14,119,386</u>	<u>\$ 460,055</u>
Expenditures and other financing uses:		
(Budgetary basis)	\$ 14,296,243	\$ 479,863
Adjustments:		
Basis difference:		
Encumbrances, beginning	128,880	
Encumbrances, ending	(178,331)	(25,814)
Capital lease inception		
On-behalf retirement contributions payments made by the State of New Hampshire recognized as expenditure on the GAAP basis, but not on the budgetary basis	83,508	
Per Exhibit A-3 (GAAP basis)	<u>\$ 14,330,300</u>	<u>\$ 454,049</u>

**3. Excess of Expenditures Over Appropriations**

The following governmental funds had an excess of expenditures over appropriations for the year ended June 30, 2005:

Food service fund	\$ 44,863
Grants	<u>104,211</u>
Total	<u>\$ 149,074</u>

Overexpenditures were due to the receipt and expenditure of unanticipated revenue, as well as the expenditure of existing fund balance.

*COMBINING AND INDIVIDUAL FUND STATEMENTS AND SCHEDULES*

**SCHEDULE D-1**  
**LITCHFIELD SCHOOL DISTRICT**  
**Major General Fund**  
*Schedule of Estimated and Actual Revenues (Non-GAAP Budgetary Basis)*  
**For the Fiscal Year Ended June 30, 2005**

	<u>Estimated</u>	<u>Actual</u>	Variance Positive (Negative)
School district assessment:			
Current appropriation	\$ 6,956,164	\$ 6,956,164	\$ _____
Other local sources:			
Tuition	42,000	43,315	1,315
Transportation	9,000	8,642	(358)
Investment earnings	17,000	15,287	(1,713)
Rentals		2,805	2,805
Miscellaneous		96,259	96,259
Total other local sources	<u>68,000</u>	<u>166,308</u>	<u>98,308</u>
State sources:			
Adequacy aid (grant)	4,493,407	4,493,407	
Adequacy aid (tax)	1,978,254	1,978,254	
School building aid	218,405	234,684	16,279
Catastrophic aid	36,305	100,314	64,009
Vocational aid		3,513	3,513
Total state sources	<u>6,726,371</u>	<u>6,810,172</u>	<u>83,801</u>
Federal sources:			
Medicaid	60,000	103,234	43,234
Other	83,757		(83,757)
Total federal sources	<u>143,757</u>	<u>103,234</u>	<u>(40,523)</u>
Total revenues	13,894,292	<u>\$ 14,035,878</u>	<u>\$ 141,586</u>
Use of fund balance to reduce school district assessment	410,549		
Total revenues and use of fund balance	<u>\$ 14,304,841</u>		



**SCHEDULE D-2**  
**LITCHFIELD SCHOOL DISTRICT**  
**Major General Fund**  
*Schedule of Appropriations, Expenditures and Encumbrances (Non-GAAP Budgetary Basis)*  
**For the Fiscal Year Ended June 30, 2005**

	Encumbered From <u>2003-2004</u>	Appropriations <u>2004-2005</u>	Expenditures Net of Refunds	Encumbered To <u>2005-2006</u>	Variance Positive (Negative)
<b>Current:</b>					
<b>Instruction:</b>					
Regular programs	\$ 12,995	\$ 5,565,687	\$ 5,531,014	\$ 3,645	\$ 44,023
Special programs	8,670	1,985,734	1,884,885	19,464	90,055
Vocational programs		31,500	9,314	6,317	15,869
Other		258,796	253,566	683	4,547
<b>Total instruction</b>	<u>21,665</u>	<u>7,841,717</u>	<u>7,678,779</u>	<u>30,109</u>	<u>154,494</u>
<b>Support services:</b>					
Student	9,353	923,005	911,966	6,456	13,936
Instructional staff	31,408	579,209	649,165	33,781	(72,329)
General administration		56,828	65,187		(8,359)
Executive administration	827	456,773	479,121	109	(21,630)
School administration		876,756	798,866	515	77,375
Business		259,042	240,588	3,290	15,164
Operation and maintenance of plant	52,172	1,269,550	1,401,761	28,648	(108,687)
Student transportation		683,950	573,714	2,548	107,688
Other		646	2,355		(1,709)
<b>Total support services</b>	<u>93,760</u>	<u>5,105,759</u>	<u>5,122,723</u>	<u>75,347</u>	<u>1,449</u>
Facilities acquisition and construction	<u>13,455</u>	<u>58,452</u>	<u>159,828</u>	<u>72,875</u>	<u>(160,796)</u>
<b>Debt service:</b>					
Principal		800,000	800,000		
Interest		435,463	435,462		1
Other		450			450
<b>Total debt service</b>		<u>1,235,913</u>	<u>1,235,462</u>		<u>451</u>
<b>Other financing uses:</b>					
Transfer to nonmajor fund		<u>63,000</u>	<u>50,000</u>		<u>13,000</u>
<b>Total appropriations, expenditures and encumbrances</b>	<u>\$ 128,880</u>	<u>\$ 14,304,841</u>	<u>\$ 14,246,792</u>	<u>\$ 178,331</u>	<u>\$ 8,598</u>

**SCHEDULE D-3**  
**LITCHFIELD SCHOOL DISTRICT**  
**Major General Fund**  
*Schedule of Changes in Unreserved - Undesignated Fund Balance (Non-GAAP Budgetary Basis)*  
*For the Fiscal Year Ended June 30, 2005*

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Unreserved, undesignated fund balance, beginning		\$ 360,549
Changes:		
Unreserved fund balance used to reduce 2004-2005 school district assessment		(410,549)
2004-2005 Budget summary:		
Revenue surplus (Schedule D-1)	\$ 141,586	
Unexpended balance of appropriations (Schedule D-2)	<u>8,598</u>	
2004-2005 Budget surplus		<u>150,184</u>
Unreserved, undesignated fund balance, ending		<u>\$ 100,184</u>

*SCHEDULE E  
LITCHFIELD SCHOOL DISTRICT  
Agency Funds  
Combining Statement of Changes in Student Activities Funds  
For the Fiscal Year Ended June 30, 2005*

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SCHOOL	<u>Balance, beginning</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance, ending</u>
Campbell High	\$ 64,073	\$ 272,554	\$ 275,903	\$ 60,724
Litchfield Middle	24,123	186,966	189,567	21,522
Griffin Memorial	<u>8,712</u>	<u>49,024</u>	<u>46,306</u>	<u>11,430</u>
Totals	<u>\$ 96,908</u>	<u>\$ 508,544</u>	<u>\$ 511,776</u>	<u>\$ 93,676</u>



# PLODZIK & SANDERSON

*Professional Association/Accountants & Auditors*

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX-224-1380

## ***INDEPENDENT AUDITOR'S COMMUNICATION OF REPORTABLE CONDITIONS AND OTHER MATTERS***

To the Members of the School Board  
Litchfield School District  
Litchfield, New Hampshire

In planning and performing our audit of the Litchfield School District for the year ended June 30, 2005, we considered the School District's internal control structure in order to determine the scope of our auditing procedures for the purpose of expressing our opinions on the financial statements. Our review of these systems was not intended to provide assurance on the internal control structure and should not be relied on for that purpose.

Under the standards established by the American Institute of Certified Public Accountants, reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgment, could adversely affect the School District's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements. A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities caused by error or fraud, in amounts that would be material in relation to the financial statements being audited, may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might constitute reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above. During the course of our review of internal controls, no material weaknesses in the School District's accounting systems and records were identified.

This report is intended solely for the information and use of management, the school board, and others within the administration. This restriction is not intended to limit distribution of this report, which is a matter of public record.

July 29, 2005

*Plodzik & Sanderson  
Professional Association*

**Litchfield School District**  
**Statement of Actual Expenditures for**  
**Special Education Programs and Services**

	2003 – 2004	2004 – 2005
<b>EXPENDITURES</b>		
Instruction	\$ 1,699,983.87	\$ 2,024,585.56
Related Services	\$ 215,802.05	\$ 380,118.61
Administration	\$ 136,887.41	\$ 193,173.38
Legal	\$ 15,079.00	\$ 13,528.89
Transportation	\$ 191,754.12	\$ 182,570.34
<b>Total Expenditures</b>	<b>\$ 2,259,506.45</b>	<b>\$ 2,793,976.78</b>
<b>REVENUES</b>		
NH Catastrophic Aid	\$ 137,558.52	\$ 100,314.00
IDEA Grant	\$ 221,045.30	\$ 262,221.55
Preschool Grant	\$ 7,227.74	\$ 7,198.39
Medicaid	\$ 97,218.59	\$ 103,234.00
Tuition	\$ 24,704.00	\$ 15,968.00
Hillsborough Cty. Grant	\$ 6,158.59	\$ 5,000.00
Cider Preschool Grant	\$ 1,500.00	\$
<b>Total Revenues</b>	<b>\$ 495,412.74</b>	<b>\$ 493,935.94</b>

**Dept. of Special Services**

**Student Census of Disabilities**

**12-20-05**

DISABILITIES	In District	Out of District	TOTAL
Hearing Impairment, Speech/ Language Impairment, Visual Impairment	34	1	35
Orthopedic Impairment, Other Health Impairment, Multiple Disabilities, Autism	23	3	26
Mental Retardation, Developmental Delay	31	0	31
Learning Disabilities	59	2	61
Emotional Disturbance	5	3	8
<b>TOTAL</b>	<b>152</b>	<b>9</b>	<b>161</b>

# SCHOOL BUDGET FORM

BUDGET FORM FOR SCHOOL DISTRICTS WHICH HAVE ADOPTED  
THE PROVISIONS OF RSA 32:14 THROUGH 32:24

OF: LITCHFIELD, NH

Appropriations and Estimates of Revenue for the Fiscal Year From July 1, 2006 to June 30, 2007

## IMPORTANT:

Please read RSA 32:5 applicable to all municipalities.

1. Use this form to list ALL APPROPRIATIONS in the appropriate recommended and not recommended area. This means the operating budget and all special and individual warrant articles must be posted.
2. Hold at least one public hearing on this budget.
3. When completed, a copy of the budget must be posted with the warrant. Another copy must be placed on file with the school clerk, and a copy sent to the Department of Revenue Administration at the address below.

This form was posted with the warrant on (Date): 1-26-06

### BUDGET COMMITTEE

Please sign in ink.

[Signature]  
Cynthia A. Cook  
[Signature]  
[Signature]  
[Signature]

Cecil A. Williams  
Susan M. Kelly  
\_\_\_\_\_  
\_\_\_\_\_

**THIS BUDGET SHALL BE POSTED WITH THE SCHOOL WARRANT**

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL SERVICES DIVISION  
P.O. BOX 487, CONCORD, NH 03302-0487  
(603)271-3397

MS-27  
Rev. 08/05

Acct.#	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	WARR. ART.#	Expenditures		Appropriations		School Board's Appropriations		Budget Committee's Approp.	
			for Year 7/1/04 to 6/30/05	Current Year as Approved by DRA	Current Year as Approved by DRA	RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED	RECOMMENDED
	<b>INSTRUCTION (1000-1999)</b>		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1100-1199	Regular Programs		5,541,787.16	6,077,811	6,595,800			6,444,409		141,391
1200-1299	Special Programs		1,884,948.14	2,068,335	2,256,965			2,258,625		(1,660)
1300-1399	Vocational Programs		9,313.50	31,500	34,656			34,656		
1400-1499	Other Programs		253,565.92	295,382	327,556			309,221		18,335
1500-1599	Non-Public Programs		0.00	0						
1600-1899	Adult & Community Programs		0.00	0						
	<b>SUPPORT SERVICES (2000-2999)</b>		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
2000-2199	Student Support Services		911,965.62	983,907	1,116,428			1,068,067		48,361
2200-2299	Instructional Staff Services		665,590.05	648,124	466,804			620,966		(154,162)
	<b>General Administration</b>		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
2310 840	School Board Contingency		0.00	0	0					
2310-2319	Other School Board		65,186.84	98,811	78,517			78,783		(266)
	<b>Executive Administration</b>		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
2320-310	SAU Management Services		0.00	0	0					
2320-2399	All Other Administration		466,183.37	460,109	420,301			411,357		8,944
2400-2499	School Administration Service		798,802.89	909,919	980,036			965,863		14,172
2500-2599	Business		241,432.87	265,297	274,941			279,631		(4,690)
2600-2699	Operation & Maintenance of Plant		1,401,760.80	1,680,775	1,773,702			1,698,137		85,565
2700-2799	Student Transportation		573,714.09	793,013	815,654			836,094		(22,440)
2800-2999	Support Service Central & Other		0.00	0	331,142			210,656		120,486
3000-3999	NON-INSTRUCTIONAL SERVICES		0.00	646	58,915			59,561		(646)
4000-4999	FACILITIES ACQUISITIONS & CONSTRUCTION		157,077.43	44,611	56,527			39,060		17,467
	<b>OTHER OUTLAYS (5000-5999)</b>		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
5110	Debt Service - Principal		800,000.00	800,000	800,000			800,000		
5120	Debt Service - Interest		435,462.32	395,463	355,463			355,463		

Budget - School District of Litchfield, NH FY 2006-2007

1 2 3 4 5 6 7 8 9

Acct.#	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	WARR. ART.#	Expenditures		Appropriations		School Board's Appropriations		Budget Committee's Approp.	
			for Year 7/1/04 to 6/30/05	Current Year As Approved by DRA	RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED
FUND TRANSFERS										
			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
5220-5221	To Food Service		454,049.15	461,247	499,574			499,574		499,574
5222-5229	To Other Special Revenue		333,952.61	323,100	350,000			350,000		350,000
5230-5239	To Capital Projects									
5251	To Capital Reserves			50,000						
5252	To Expendable Trust (*see below)		50,000.00							
5253	To Non-Expendable Trusts									
5254	To Agency Funds									
5300-5399	Intergovernmental Agency Alloc.									
	SUPPLEMENTAL									
	DEFICIT									
	SUBTOTAL 1		\$ 15,034,792.76	\$ 16,388,050	\$ 17,582,980			\$ 17,312,123		\$ 270,857

PLEASE PROVIDE FURTHER DETAIL:

\* Amount of line 5252 which is for Health Maintenance Trust is \$0.00 (see RSA 198:20-c, V)

If you have a line item of appropriations from more than one warrant article, please use the space below to identify the make-up of the line total for the ensuing year.

Acct. #	Warr. Art. #	Amount	Acct. #	Warr. Art. #	Amount





1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR. ART.#	Actual Revenues Prior Year	Revised Revenues Current Year	Estimated Revenues ENSUING FISCAL YEAR
<b>REVENUE FROM LOCAL SOURCES</b>			<b>XXXXXXXXXX</b>	<b>XXXXXXXXXX</b>	<b>XXXXXXXXXX</b>
1300-1349	Tuition	2	43,315.00	20,000	20,000
1400-1449	Transportation Fees		8,642.00	8,000	8,000
1500-1599	Earnings on Investments	2	15,713.79	15,000	15,000
1600-1699	Food Service Sales	2	391,645.31	416,647	439,574
1700-1799	Student Activities				
1800-1899	Community Services Activities				
1900-1999	Other Local Sources	2	99,064.00	10,000	70,000
<b>REVENUE FROM STATE SOURCES</b>			<b>XXXXXXXXXX</b>	<b>XXXXXXXXXX</b>	<b>XXXXXXXXXX</b>
3210	School Building Aid	2	234,684.00	238,392	420,531
3220	Kindergarten Aid				
3230	Catastrophic Aid	2	100,314.00	100,000	140,000
3240-3249	Vocational Aid		3,513.00		
3250	Adult Education				
3260	Child Nutrition	2	4,649.62	4,700	5,000
3270	Driver Education				
3290-3299	Other State Sources		4,834.17		
<b>REVENUE FROM FEDERAL SOURCES</b>			<b>XXXXXXXXXX</b>	<b>XXXXXXXXXX</b>	<b>XXXXXXXXXX</b>
4100-4539	Federal Program Grants	2	52,558.34	51,200	55,000
4540	Vocational Education				
4550	Adult Education				
4560	Child Nutrition	2	63,333.74	39,900	55,000
4570	Disabilities Programs	2	276,560.10	271,900	295,000
4580	Medicaid Distribution	2	103,234.00	60,000	60,000
4590-4999	Other Federal Sources (except 4810)				
4810	Federal Forest Reserve				
<b>OTHER FINANCING SOURCES</b>			<b>XXXXXXXXXX</b>	<b>XXXXXXXXXX</b>	<b>XXXXXXXXXX</b>
5110-5139	Sale of Bonds or Notes	1			22,100,750
5221	Transfer from Food Service-Spec.Rev.Fund				
5222	Transfer from Other Special Revenue Funds				
5230	Transfer from Capital Project Funds				
5251	Transfer from Capital Reserve Funds				

1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR. ART.#	Actual Revenues Prior Year	Revised Revenues Current Year	Estimated Revenues ENSUNG FISCAL YEAR
OTHER FINANCING SOURCES CONT.			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
5252	Transfer from Expendable Trust Funds				
5253	Transfer from Non-Expendable Trust Funds				
5300-5699	Other Financing Sources				
5140	This Section for Calculation of RAN's (Reimbursement Anticipation Notes) Per RSA 198:20-D for Catastrophic Aid Borrowing RAN, Revenue This FY _____ less RAN, Revenue Last FY _____ =NET RAN				
	Supplemental Appropriation (Contra)				
	Voted From Fund Balance			50,000	
	Fund Balance to Reduce Taxes			100,184	50,000
Total Estimated Revenue & Credits			\$ 1,402,061.07	\$ 1,385,923	\$ 23,733,855

**\*\*BUDGET SUMMARY\*\***

	Current Year Adopted Budget	School Board's Recommended Budget	Budget Committee's Recommended Budget:
SUBTOTAL 1 Appropriations Recommended (from page 3)	\$ 16,388,050	\$ 17,582,980	\$ 17,312,123
SUBTOTAL 2 Special Warrant Articles Recommended (from page 4)		\$ 22,704,952	\$ 22,704,952
SUBTOTAL 3 "Individual" Warrant Articles Recommended (from page 4)		\$ 463,754	\$ 463,754
TOTAL Appropriations Recommended	\$ 16,388,050	\$ 40,751,686	\$ 40,480,829
Less: Amount of Estimated Revenues & Credits (from above)	\$ (1,385,923)	\$ (23,733,855)	\$ (23,733,855)
Less: Amount of Statewide Enhanced Education Tax/Grant	\$ (4,697,382)	(4,651,751)	(4,651,751)
Estimated Amount of Local Taxes to be Raised For Education	\$ 10,304,745	\$ 12,366,080	\$ 12,095,223

Maximum Allowable Increase to Budget Committee's Recommended Budget per RSA 32:18: \$1,722,462  
(See Supplemental Schedule With 10% Calculation)

**Office of the Superintendent of Schools**

1 Highlander Court  
Litchfield, NH 03052  
578-3570

Catherine M. Hamblett, Superintendent  
Stephen Martin, Business Administrator  
Joyce Choate, Director Curriculum and Instruction  
Deb Mahoney, Director Human Resources  
Ronda Gregg, Director Special Services  
Bruce Ballou, Director Technology  
Hilda Lawrence, Director Food Service

**Griffin Memorial School**

229 Charles Bancroft Highway  
Litchfield, NH 03052  
424-0078

Martin Schlichter, Principal  
Stacy Maghakian, Assistant Principal

**Litchfield Middle School**

19 McElwain Drive  
Litchfield, NH 03052  
424-0566

Tom Lecklider, Principal

**Campbell High School**

1 Highlander Court  
Litchfield, NH 03052  
546-0300

Michael Parent, Principal  
Danny O'Malley, Dean of Students

# Notes

# Notes



