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Annual Report of the Town of  
**HILLSBOROUGH**



**For the Year Ending December 31, 1996**



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## TOWN OFFICERS

Moderator

Leigh Bosse - 1998

Selectmen and Assessors

D. Greg Maine, Chairman - 1997

Robert R. Charron - 1998

Mildred A. Mooney - 1999

Business Administrator

James E. Coffey

Town Clerk/Tax Collector

Deborah McDonald - 1999

Town Treasurer

Linda S. Blake - 1997

Chief of Police

Frank P. Cate

Fire Chief

Richard R. Ritter

Highway Foreman

William Goss

Health Officer

Arthur Stenberg

Fire Warden

Richard R. Ritter

Supervisors of the Checklist

Phebe E. Galpin, Chairman - 2000

Ruth E. Gauthier - 2002 LeRoy C. Ehmling - 1998

Trustees of the Fuller Public Library

John Farrar, Chairman - 1998

Janice Thompson - 1997 Stewart Gray - 1999

Trustee of Trust Funds

Henry E. Woods - 1997

Donald E. Knapton, Jr. - 1997 Shirley Hare - 1999

Auditors

Plodzik & Sanderson, P.A.

Community Building Advisory Board  
Robert Christenson, Chairman - 1999  
Donald Ager - 1999 Shirley Hare - 1997  
James Marvin - 1998 Vacancy - Library Ex-Officio  
Mildred A. Mooney - Selectman Ex-Officio

Planning Board  
Robert Goode, Chairman - 1998  
Elisabeth Olson - 1998 Jacob Rietsema - 1999  
Geoffrey Browning - 1999 Ervin Lachut - 1997  
Jonathan Gibson - 1997  
Robert R. Charron - Selectman Ex-Officio

Park Board  
Allan Kingsbury, Chairman - 1998  
Frances Charron - 1999 Bethany Edwards - 1998  
Robert Ostertag - 1999 Ernest Butler - 1997  
Vacancy - 1999 Susan Fournier - 1997

Conservation Commission  
James McDonough - 1999, Chairman  
Laurel Woolner - 1998 James Collins - 1998  
Vacancy - 1997 Geoffrey Browning - 1997  
Robert Fowle - 1997 Peter Mellen - 1999

Water/Sewer Commissioners  
Eugene Edwards, Chairman - 1998  
Donald Mellen - 1997 Gary Lamothe - 1999

Zoning Board of Adjustment  
Harvey Chandler, Chairman - 1998  
Edward Lappies - 1997 Robert Hill - 1999  
George Seymour - 1998 Vacancy - 1999

Historic District Commission  
Richard Withington, Sr., Chairman - 1998  
Susan Gibson, Secretary - 1997  
Jonathan Gibson - 1999  
Elisabeth Olson - Planning Board Ex-Officio  
Robert R. Charron - Selectman Ex-Officio

Cemetery Trustees  
Iris Campbell, Chairman - 1998  
Donald Mellen - 1999 Henry Woods - 1997

## 1996 SELECTMEN'S REPORT

During 1996 we continued to meet our goal of maintaining a stable property tax rate while continuing to address the current and future needs of our town. This could not have been accomplished without the cooperation and teamwork of all department heads, other elected and appointed officials, employees, volunteers and you, the citizens of Hillsborough. Your continued support and confidence are deeply appreciated. THANK YOU!

The revaluation has finally been completed and the 1996 final tax billing represents the new values. The Department of Revenue Administration will continue to review abatements filed by March 1, 1997 as part of their contract with us. The new valuation of taxable property, after exemptions, is now \$202,845,665. The old valuation was \$132,400,040. We thank those town employees who helped coordinate the transition from the old to the new systems.

During 1996 the Water & Sewer Commissioners placed their new filtration plant on-line. The Town's 1997 operating budget now contains one-third of the debt payment for the facility. Without this additional expense the Town's operating budget would have been slightly less than 1995. Despite this additional expense we are projecting no significant increase in the Town tax rate for 1997.

During 1996 the Board set several goals to contain or reduce costs. The Board has been successful in several areas, some of which are evident in the proposed 1997 budget. In the category of Employee Benefits the 1997 allocation for Fica, Medicare, Police Retirement, 401 Savings Plan and Health Insurance have been assigned to their respective departments. This provides a more accurate picture of the real costs associated with a department. Although not evident because of these changes, one of the most notable cost reductions involved health insurance. Working with the New Hampshire Municipal Association's Health Insurance Trust we have been able to reduce our annual rate by converting from a traditional Blue Cross/Blue Shield plan to Blue Choice. At the same time we have not diminished the real benefits received by our employees. We also thank our employees for their cooperation during this period of change.

In the 1995 Selectmen's report the Board set the goal of finding

ways to reduce the amount of waste we shipped to the incinerator in Penacook in order to reduce our tipping fees. The Board expresses it's sincere appreciation to the members of the recycling committee that traveled to many communities, and spent many hours developing a proposal for the 1997 Town Meeting. Their proposal has resulted in a warrant article to construct a recycling facility that will work in conjunction with the existing transfer station. This new facility will employ co-mingled recycling which provides the easiest possible method of reducing the waste sent to Penacook. The landfill account for tipping fees at Penacook has been reduced by \$51,609 in the operating budget from the 1996 allocation in anticipation of diverting this waste. This savings is dependant on passage of the recycling article. Deering and Windsor will also assist with the capital costs of the new facility and derive the same benefits. We ask your support in this effort to reduce cost and improve the environment.

The 1996 Town Meeting narrowly defeated a proposal to construct new Police Facilities and renovate the existing Fire/Police Station. The meeting did approve an article to continue the study. The new committee has looked at numerous other facilities and reviewed our current and future needs. The result of their work is a proposal to construct a new Police Station on Dump Road and renovate the existing Fire/Police station building. The Board thanks the committee for the many hours they spent on this project. The space needs of the Fire and Police Departments are currently not being well met and this proposal will meet the Police Department needs well into the future while also provide for the Fire Department and the correction of deficiencies in the existing building.

The Town has also entered the information age through the efforts of Gilman Shattuck, Roger Goode, Jaime Simoes and our Business Administrator by establishing a Web page with the Contoocook Valley Telephone. Anyone wishing to contact the Town Office by E-Mail can use [hillsboro@conknet.com](mailto:hillsboro@conknet.com) or visit us at [www.conknet.com/~hillsboro](http://www.conknet.com/~hillsboro). During 1997 we will also begin to post public notices on our web page. The Board also thanks Contoocook Valley Telephone Company for their discounted rate to the Town for this service.

It is our goal to provide the services required for our community to continue to be a good place in which to live and work, not just in the present, but also in the future. At the same time maintaining a stable tax



rate. We believe that the operating budget being presented along with the other articles will continue to move Hillsborough forward and meet these objectives.

We again thank everyone for their support, especially you, the citizens of Hillsborough

Respectfully submitted,

D. Greg Maine, Chairman  
Robert R. Charron  
Mildred A. Mooney

Selectmen of Hillsborough

State of New Hampshire

**TOWN WARRANT**

*To the Inhabitants of the Town of Hillsborough, County of Hillsborough in said State, qualified to vote in Town affairs:*

You are hereby notified to meet in the Hillsboro-Deering Middle School Auditorium in said Town on Tuesday, the 11th day of March, next, at seven o'clock in the forenoon. Balloting on Article one, election of officers, and Articles Two and Three will take place between seven o'clock in the forenoon and seven o'clock in the afternoon. Articles four through eighteen will be taken up at 7:30 P.M.

**Article 1.** To choose one Selectman for three years; Town Treasurer for one year; Trustee of Trust Funds for three years; Trustee of Trust Funds for one year, Trustee of the Fuller Public Library for three years; Water and Sewer Commissioner for three years; Two Planning Board members for three years; Cemetery Trustee for three years, and all other necessary Town Officers or agents for the ensuing year. (To Be Voted On By The Official Ballot)

**Article 2.** To see if the Town will vote to amend the Floodplain Development Ordinance, as recommended by the Planning Board, to wit:

Amendment 1: Amend Section 138-1 by changing the date of the Flood Insurance Rate Maps and Flood Boundary and Floodplain Maps from March 4, 1987 to June 15, 1979.

Amendment 2: Add a new Section 138-10, Variances and Appeals.

1. Any order, requirement, decision, or determination of the Building Code Enforcer, or the Selectmen, made under this ordinance may be appealed to the Zoning Board of Adjustment as set forth in RSA 676:5.

2. If the Applicant, upon appeal, requests a variance as authorized by RSA 674:33, 1(b), the applicant shall have the

burden of showing in addition to the usual variance standards under state law:

(a) that the variance will not result in increased flood heights, additional threats to public safety, or extraordinary public expense.

(b) that if requested variance is for activity within a designated regulatory floodway, no increase in flood levels during the base flood discharge will result.

© that the variance is the minimum necessary, considering the flood hazard, to afford relief.

3. The Zoning Board of Adjustment shall notify the applicant in writing that: (I) the issuance of a variance to construct below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and (ii) such construction below the base flood level increases risks to life and property, Such notification shall be maintained with a record of all variance actions.

4. The community shall (I) maintain a record of all variance actions, including their justification for their issuance, and (ii) report such variances issued in its annual or biennial report submitted to FEMA's Federal Insurance Administrator.

(To Be Voted On By The Official Ballot)

**Article 3.** "Shall we modify the elderly exemptions from property tax in the Town of Hillsborough, based on assessed value, for qualified taxpayers, to be as follows: for a person 65 years of age up to 75 years, \$14,700; for a person 75 years of age up to 80 years, \$22,000; for a person 80 years of age or older \$29,400. To qualify, the person must have been a New Hampshire resident for at least 5 years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least 5 years. In addition, the taxpayer must have a net income of not more than \$18,400 or, if married, a combined net income of less than \$26,400; and own net assets not in excess of \$35,000 excluding the value of the person's residence." (To Be Voted On By The Official Ballot)

**Article 4.** To see if the Town will vote to raise and appropriate the sum of One Million, One Hundred and Sixty Nine Thousand, Nine Hundred and Eighty Dollars (\$1,169,980.00) for the design, engineering, construction, equipping and all other related costs for the purpose of constructing a new police station and to provide additions and renovations to the existing Fire/Police Station, and to authorize the issuance of not more than One Million, One Hundred and Sixty Nine Thousand, Nine Hundred and Eighty Dollars (\$1,169,980.00) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the Selectmen and Treasurer to issue and negotiate such bonds or notes and to determine the rate of interest thereon. (2/3 ballot vote required) **Recommended by the Board of Selectmen.**

**Article 5.** To see if the Town will vote to raise and appropriate the sum of One Hundred and Fifty-Eight Thousand, Eight Hundred and Fifty-Four Dollars (\$158,854.00) for the construction, equipping and all other related costs for the purpose of constructing a recycling facility to be located adjacent to the existing transfer station, and to authorize the issuance of not more than Ninety-Nine Thousand Dollars (\$99,000.00) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the Selectmen and Treasurer to issue and negotiate such bonds or notes and to determine the the rate of interest thereon; and with the balance of Fifty-Nine Thousand, Eight Hundred and Fifty-four dollars (\$59,854.00) to be raised by general taxation. (2/3 vote required) **Recommended by the Board of Selectmen.**

**Article 6.** To hear the reports of the Town Officers, Auditors, Agents, Committees or other officers heretofore chosen or appointed; or to take any other action in relation thereto.

**Article 7.** To see if the Town will vote to raise and appropriate the sum of One Hundred and Twenty Thousand Dollars (\$120,000.00) for the reconstruction and /or resurfacing of Preston Street northerly from it's intersection with Route 9 to the end, Clark Road, Dump Road, and to apply the final surfacing to Beard Road, reconstructed in 1996. This will be a special non-lapsing appropriation for a period of two years per RSA 32:3, VI. -- or to take any other action in relation thereto. **Recommended by the Board of Selectmen.**

**Article 8.** To see if the Town will vote to raise and appropriate the sum of Two Million, Five Hundred and Sixteen Thousand, Nine Hundred and Twenty-Nine Dollars (\$2,516,929.00) for the operating expenses of the Town including General Government, Public Safety, Highways, Streets and Bridges, Sanitation, Health, Welfare, Culture and Recreation, Debt Service, Operating Transfers Out and all other current expenses of the Town; or to take any other action in relation thereto. **Recommended by the Board of Selectmen.**

**Article 9.** To see if the Town will vote to raise and appropriate the sum of Forty-Five Thousand Dollars (\$45,000.00) to be added to the Bridge Capital Reserve Fund, previously established. **Recommended by the Board of Selectmen.**

**Article 10.** To see if the Town will vote to authorize the Selectmen to enter into a three year non-binding lease agreement for the purpose of leasing a backhoe and to raise and appropriate the sum of Twenty-Five Thousand, Seven Hundred and Thirty-Five Dollars (\$25,735.00) for the first year's payment; or to take any other action in relation thereto. [Explanation: At the conclusion of the three year lease the Town will assume full ownership of the vehicle. Future lease payments will appear as a line item in the Highway Department budget. (Majority vote required) **Recommended by the Board of Selectmen.**

**Article 11.** To see if the Town will vote to raise and appropriate the sum of Three Hundred and Eighty-Three Thousand, Two Hundred and Thirty Dollars (\$383,230.00) for the purpose of operating the Water Department during 1997; said funds to be offset by the withdrawal of One Hundred and Seventy-Five Thousand Dollars (\$175,000.00) from the Water Reserve Account and Two Hundred and Eight Thousand Two Hundred and Thirty Dollars (\$208,230.00) by the income to the Water Department of an equal amount; or to take any other action in relation thereto. **Recommended by the Board of Selectmen and the Water & Sewer Commissioners.**

**Article 12.** To see if the Town will vote to raise and appropriate the sum of One Hundred and Eighty-Six Thousand, One Hundred and Thirty-Five Dollars (\$186,135.00) for the purpose of operating the Sewer Department during 1997; said funds to be offset by the income to the Sewer Department of an equal amount; or to take any other action in relation thereto. **Recommended by the Board of Selectmen and the Water & Sewer Commissioners.**

**Article 13.** To see if the Town will vote to appropriate the amount of Forty Three Thousand Dollars (\$43,000.00) for the purpose of phase two of a three phase program to identify and repair extraneous "clean water infiltration/inflow (I/I) such as groundwater or storm water into the collection system of the Hillsborough Sewer System. Said funds to be appropriated from the Sewer Reserve Account. **Recommended by the Board of Selectmen and the Water & Sewer Commissioners.**

**Article 14.** To see if the municipality will vote to raise and appropriate the sum of Three Thousand, One Hundred Dollars (\$3,100.00) to be added to the Fuller Library Card Catalog Computerization Capital Reserve Fund previously established. **Recommended by the Board of Selectmen.**

**Article 15.** To see if the Town will vote to raise and appropriate the sum of Ten Thousand, Five Hundred Dollars (\$10,500.00) for the purpose of supporting the literacy program at the Fuller Public Library, known as Project Lift. This will be a special non-lapsing appropriation for a period of two years per RSA 32:3, VI. -- or take any other action relating thereto. **Recommended by the Board of Selectmen.**

**Article 16.** Shall the Town adopt the provisions of RSA 202-A:4-d to authorize the Library Trustees to accept gifts of personal property, other than money, which may be offered to the Library for any purpose, provided, however, that no acceptance of personal property by the library trustees shall be deemed to bind the town or the library trustees to raise, appropriate or expend any public funds for the operation, maintenance, repair or replacement of such personal property and such authorization shall remain in effect until rescinded by a vote of Town Meeting.

**Article 17.** To see if the Town will vote to amend the Planning Board's site plan review authorization voted at the 1976 Town Meeting and amended at the 1983 and 1986 Town Meetings to include review of "change or expansion of use" as authorized by the amendment to RSA 674:43 which took effect on July 17, 1987.

**Article 18.** To transact any other business that may legally come before this meeting.

*Given under our hands and seal this 12th day of February in the year of our Lord, Nineteen Hundred and Ninety-seven.*

D. Greg Maine, Chm.  
Mildred A. Mooney  
Robert R. Charron  
Selectmen of Hillsborough, N.H.

A true copy of Warrant - Attest  
D. Greg Maine, Chm.  
Mildred A. Mooney  
Robert R. Charron  
Selectmen of Hillsborough, N.H.

## **TOWN OF HILLSBOROUGH**

### **OFFICE OF SELECTMEN**

We hereby certify that on, or before, February 24, 1997 we have posted a true copy of the within warrant at the Town Clerk's Office, the United States Post Office, Hillsboro-Deering Middle School Auditorium, The Corner Store, Williams Store and the Hillsborough Community Building (Selectmen's Office).

D. Greg Maine, Chm.  
Mildred A. Mooney  
Robert R. Charron  
Selectmen of Hillsborough, N.H.

February 26, 1997

State of New Hampshire  
Hillsborough County

Then personally appeared D. Greg Maine, Mildred A. Mooney, Robert R. Charron and made oath that the above statement is true.

Deborah McDonald  
Town Clerk



# BUDGET OF THE TOWN OF HILLSBOROUGH

Appropriations and Estimates of Revenue for the Ensuing Year  
Based on Department of Revenue Administration Form MS-6

PURPOSE RSA 31:4	PRIOR YEAR APPROVED	ACTUAL EXPENDITURES PRIOR YEAR	APPROPRIATIONS ENSUING YEAR
<b>GENERAL GOVERNMENT</b>			
Executive	117,055.00	115,520.38	129,209.00
Election & Registration	5,235.00	4,013.63	1,195.00
Audit	6,728.00	7,552.00	7,600.00
Town Clerk & Tax Collector	60,300.00	53,112.18	81,710.00
Revaluation of Property	8,500.00	7,981.79	8,500.00
Legal Expense	8,000.00	5,843.02	7,500.00
Personnel Administration	139,840.00	134,949.24	0.00
Planning & Zoning	7,250.00	9,894.25	8,554.00
Community Building	49,110.00	50,283.91	38,454.00
Fire & Police Station	21,871.00	20,231.90	21,829.00
Pierce Homestead	2,150.00	2,453.15	2,600.00
Cemeteries	20,000.00	19,592.19	20,500.00
Insurance	108,385.00	103,851.89	94,439.00
Tax Map / Other	3,000.00	2,457.34	4,000.00
<b>PUBLIC SAFETY</b>			
Police	372,508.00	388,559.68	467,964.00
Fire	125,732.00	119,051.13	143,027.00
Code Enforcement	6,769.00	4,714.50	5,713.00
Forest Fire	5,300.00	3,824.14	3,190.00
Emergency Management	5,940.00	4,063.49	5,919.00
Dispatch	132,388.00	133,343.93	158,562.00
Youth Services	34,241.00	30,011.52	32,616.00
<b>HIGHWAYS AND STREETS</b>			
Highways & Streets	313,475.00	316,662.93	347,413.00
Road & Sidewalks	50,000.00	38,578.54	50,000.00
Bridge Mtce.	5,000.00	5,269.68	5,000.00
Street Lighting	40,056.00	38,796.01	41,463.00
<b>SANITATION</b>			
Transfer Station/Landfill	320,097.00	314,100.87	276,554.00
<b>HEALTH</b>			
Animal Control	20,575.00	20,227.64	10,632.00
Mental Health	4,000.00	4,000.00	4,000.00
Visiting Nurse	12,225.00	12,225.00	12,225.00
<b>WELFARE</b>			
Administration	12,000.00	9,650.36	8,743.00
Direct Assistance	44,625.00	44,593.68	45,375.00

# BUDGET OF THE TOWN OF HILLSBOROUGH

Appropriations and Estimates of Revenue for the Ensuing Year  
Based on Department of Revenue Administration Form MS-6

PURPOSE RSA 31:4	PRIOR YEAR APPROVED	ACTUAL EXPENDITURES PRIOR YEAR	APPROPRIATIONS ENSUING YEAR
Sub Totals (from page 1)	2,062,355.00	2,025,409.97	2,044,486.00
<b>CULTURE AND RECREATION</b>			
Parks and Recreation	28,150.00	21,355.47	33,021.00
Manahan Park	27,300.00	23,637.63	27,874.00
Library	63,211.00	63,211.00	66,873.00
Library - Literacy Article	10,500.00	10,500.00	10,500.00
Patriotic Purposes	600.00	581.43	600.00
Fireworks	3,500.00	3,500.00	3,500.00
Senior Citizen Activities	5,670.00	4,962.87	5,920.00
<b>CONSERVATION</b>			
Conservation Commission	600.00	600.00	600.00
<b>ECONOMIC DEVELOPMENT</b>			
Community Center support	10,000.00	0.00	0.00
<b>DEBT SERVICE</b>			
Prin..-Long Term Bonds & Notes	93,190.00	93,189.24	131,082.00
Interest-Long Term Bonds & Notes	108,462.00	108,421.02	147,275.00
Interest on Tan	51,500.00	39,860.69	55,698.00
<b>WATER AND SEWER</b>			
Water	211,330.00	232,710.25	383,230.00
Sewer	186,540.00	243,893.82	186,135.00
<b>CAPITAL OUTLAY</b>			
Highway Dump Truck	23,760.00	23,759.60	0.00
Highway Backhoe	0.00	0.00	25,735.00
Police & Fire Station Construction	0.00	0.00	1,169,980.00
Recycling Facility	0.00	0.00	158,854.00
Police Station Roof	17,500.00	16,000.00	0.00
Fire/Police Station Engineering	5,000.00	2,950.00	0.00
Highway Reconstruction	120,000.00	94,418.20	120,000.00
Landfill - Water Testing & GPA	23,000.00	20,793.28	0.00
Water Distribution Improvement	43,000.00	0.00	0.00
Sewer Water Infiltration	18,000.00	14,199.88	43,000.00
Library Computerization Cap.Res.	3,100.00	3,100.00	3,100.00
Bridge Capital Reserve	0.00	0.00	45,000.00
<b>TOTAL</b>			
<b>APPROPRIATIONS</b>	<b>\$3,116,268.00</b>	<b>\$3,047,054.35</b>	<b>\$4,662,463.00</b>
	Less Revenue		\$3,214,851.00
	Amount To Be Raised By Taxes		\$1,447,612.00

# BUDGET OF THE TOWN OF HILLSBOROUGH

Appropriations and Estimates of Revenue for the Ensuing Year  
Based on Department of Revenue Administration Form MS-6

## SOURCES OF REVENUE

Based on DRA Form MS-4

SOURCE OF REVENUE	REVENUE EST. USED TO SET TAX RATE	ACTUAL REVENUE FOR 1996	ESTIMATED REVENUE 1997
<b>TAXES</b>			
Land Use Change Tax	290.00	290.24	500.00
Resident Tax	0.00	0.00	0.00
Yield Taxes	11,861.00	13,077.48	11,800.00
Payment in Lieu of Taxes			
Interest & Penalties on Delinquent Taxes	184,000.00	200,316.35	185,000.00
<b>LICENSES, PERMITS AND FEES</b>			
U.C.C. Filings and Certificates	675.00	975.00	900.00
Motor Vehicle Town Tax	367,662.00	361,913.00	370,000.00
Municipal Agent Fees	22,800.00	22,069.00	23,000.00
Building & Sign Permits	6,600.00	7,604.70	7,500.00
Other Licenses Permits and Fees	7,081.00	8,340.54	8,000.00
<b>FROM FEDERAL GOVERNMENT</b>			
Other	0.00	0.00	0.00
<b>FROM STATE</b>			
Shared Revenue	52,331.00	216,295.17	52,000.00
Rooms & Meals Tax Distribution	36,659.00	36,659.23	36,500.00
Highway Block Grant	97,617.00	97,617.33	106,682.00
Water Pollution Grants	0.00	0.00	0.00
Housing and Community Development	2,187.00	26,425.38	2,000.00
State and Fed. Forest Land Reimbursement	4,083.00	4,083.24	4,083.00
Flood Control Reimbursement	0.00	0.00	0.00
Other	2,000.00	8,736.04	4,000.00
<b>FROM OTHER GOVERNMENT</b>			
Inter-governmental Revenues Windsor Agreement	12,170.00	12,170.39	14,989.00
<b>CHARGES FOR SERVICES</b>			
Income From Departments Other	148,533.00	145,750.41	145,000.00
<b>MISCELLANEOUS REVENUES</b>			
Sale of Town Property	3,025.00	3,800.00	30,000.00
Interest on Investments	60,737.00	65,842.01	57,500.00
Rent of Town Property	11,010.00	10,520.32	11,000.00
Parking fines	525.00	979.60	800.00
Dog Fines	1,076.00	1,867.00	1,500.00
Insurance Interest & Dividends	51,008.00	51,008.90	41,148.00
Hydro Station Revenue	38,328.00	38,329.21	37,000.00
Other	5,525.00	6,179.22	5,500.00

# BUDGET OF THE TOWN OF HILLSBOROUGH

Appropriations and Estimates of Revenue for the Ensuing Year  
Based on Department of Revenue Administration Form MS-6

## INTER-FUND OPERATING TRANSFERS IN

Special Revenue Fund	61,000.00	14,199.88	218,000.00
Trust & Agency Funds	6,374.00	9,849.07	6,300.00
Municipal Sewer Department	186,540.00	232,710.25	186,135.00
Municipal Water Department	211,330.00	218,959.00	208,230.00
Proceeds From Long Term Notes and Bonds	50,000.00	50,000.00	1,281,756.00
General Fund Balance	416,114.00	416,114.00	472,201.97
Fund Balance Voted From Surplus	0.00	0.00	0.00
Fund Balance to be Retained	301,704.00	301,704.00	314,173.97
Fund Bal Remaining to Reduce Taxes	114,410.00	114,410.00	158,028.00
<b>TOTAL REVENUES AND CREDITS</b>	<b>\$1,757,437.00</b>	<b>\$1,980,977.96</b>	<b>\$3,214,851.00</b>

**Financial Report - Town of Hillsborough**

**December 31, 1997**

This to certify that the information contained in this report was taken from the official records and is correct to the best of our knowledge and belief.

February 26, 1997

D. Greg Maine, Chairman  
Mildred A. Mooney  
Robert R. Charron  
Selectmen of Hillsborough, New Hampshire

**ASSETS**

CHECKING	957,493.27	
PDIP	156,882.01	
PAYROLL	263.35	
PETTY CASH	300.00	
<b>TOTAL CASH</b>		<b>\$1,114,938.63</b>
TAXES		
PROPERTY TAXES RECEIVABLE	792,655.55	
UNREDEEMED RECEIVABLE	904,286.11	
OTHER TAXES RECEIVABLE	3,654.86	
RESIDENT TAXES RECEIVABLE	500.00	
ALLOWANCE FOR UNCOLLECTIBLE	(100,000.00)	
<b>TOTAL RECEIVABLE</b>		<b>\$1,601,096.52</b>
<b>DUE FROM OTHER FUNDS</b>		
PROJECT LIFT 95/96	1,013.37	
PROJECT LIFT 96/97	1,014.48	
DUE FROM TRUST FUNDS	3,474.75	
TRANSFER STATION INTEREST	1,833.49	
<b>TOTAL DUE FROM OTHER FUNDS</b>		<b>\$7,336.09</b>
<b>OTHER ASSETS</b>		
PRE-PAID EXPENSES	1,733.60	
TAX DEEDED PROPERTY (1995)	33,064.97	
<b>TOTAL OTHER ASSETS</b>		<b>\$34,798.57</b>
<b>TOTAL ASSETS</b>		<b>\$2,758,169.81</b>

**Financial Report - Town of Hillsborough  
December 31, 1997**

		<b>LIABILITIES</b>	
<b>LIABILITIES &amp; FUND BALANCE</b>			
INSURANCE PAYABLE		55.39	
ELVD WATER PAYABLE		(6,300.19)	
ELVD DISTRICT PAYABLE		(4,553.00)	
YOUTH SERVICE CONTRIBUTIONS		293.16	
FRANKLIN PIERCE RESTORATION		320.80	
SCHOOL DISTRICT PAYABLE		1,972,410.17	
<b>TOTAL LIABILITIES</b>			<b>\$1,962,226.33</b>
<b>DUE TO</b>			
DUE TO WATER FUND		69,835.54	
DUE TO SEWER FUND		89,891.19	
<b>TOTAL DUE TO</b>			<b>\$159,726.73</b>
<b>OTHER LIABILITIES</b>			
CREDIT MEMOS		26,831.82	
UNEXPENDED BALANCE. SP. APPR.		37,788.52	
<b>TOTAL OTHER LIABILITIES</b>			<b>\$64,620.34</b>
<b>RESERVED FOR ENCUMBRANCE</b>			<b>\$66,329.47</b>
<b>UNRESERVED FUND BALANCE</b>			
FUND BALANCE TAX DEEDED PROPERTY		33,064.97	
UNRESERVED FUND BALANCE		472,201.97	
<b>TOTAL FUND BALANCES</b>			<b>\$505,266.94</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>			<b>\$2,758,169.81</b>

# TOWN TREASURER'S REPORT

Fiscal Year Ended December 31, 1996

## GENERAL FUND

<b>OPENING BALANCES</b>	<b>January 1, 1996</b>	
CHECKING	560,469.23	
PUBLIC DEPOSIT POOL	471,170.11	
REVALUATION INVEST.	62,653.44	
<b>TOTAL</b>		<b>1,094,292.78</b>

## DISBURSEMENTS

CHECKING	11,720,610.56	
PUBLIC DEPOSIT POOL	3,223,926.98	
REVALUATION INVEST.	62,723.33	
<b>TOTAL</b>		<b>\$15,007,260.87</b>

## RECEIPTS

CHECKING	12,117,634.60	
PUBLIC DEPOSIT POOL	2,909,638.88	
REVALUATION INVEST.	69.89	
<b>TOTAL</b>		<b>\$15,027,343.37</b>

**December 31, 1996**

<b>CLOSING BALANCES</b>	<b>35,430.00</b>	
CHECKING	957,493.27	
PUBLIC DEPOSIT POOL	156,882.01	
REVALUATION INVEST.	0.00	
<b>TOTAL</b>		<b>\$1,114,375.28</b>

## PAYROLL ACCOUNT

	<b>January 1, 1996</b>	
BEGINNING BALANCE		<b>\$350.51</b>
TRANSFERS IN	971,795.57	
TRANSFERS OUT	971,882.73	
	<b>December 31, 1996</b>	
ENDING BALANCE		<b>\$263.35</b>

## YIELD TAX BONDS

VARIOUS ACCOUNTS		
	<b>January 1, 1996</b>	<b>\$2,765.43</b>
INTEREST	5.93	
DISBURSEMENTS	2,771.36	
	<b>December 31, 1996</b>	<b>\$0.00</b>

## WATER SYSTEMS IMPROVEMENT

BEGINNING BALANCE	<b>January 1, 1996</b>	<b>\$8,526.23</b>
INTEREST	208.82	
DISBURSEMENTS	0.00	
ENDING BALANCE	<b>December 31, 1996</b>	<b>\$8,735.05</b>

# TOWN TREASURER'S REPORT

Fiscal Year Ended December 31, 1996

## WATER FILTRATION PROJECT

CHECKING ACCOUNT-FLEET BANK	January 1, 1996	\$2,023.29
DEPOSITS	4,462,361.21	
DISBURSEMENTS	4,462,285.44	
	December 31, 1996	\$2,099.06

## NH PDIP INVESTMENT ACCOUNT

	January 1, 1996	\$1,437,184.69
INTEREST-DEPOSITS	28,137.84	
DISBURSEMENTS	1,462,361.21	
	December 31, 1996	\$2,961.32

## WATER RESERVE ACCOUNT

	January 1, 1996	\$181,406.61
INTEREST INCOME	12,047.19	
TRANSFER FROM GENERAL FUND	57,663.01	
	December 31, 1996	\$251,116.81

## SEWER RESERVE ACCOUNT

	January 1, 1996	\$366,056.06
INTEREST INCOME	22,939.67	
TRANSFER FROM GENERAL FUND	87,930.41	
	December 31, 1996	\$476,926.14

## TRANSFER STATION ACCOUNT

	January 1, 1996	\$67,684.81
INTEREST	1,833.49	
PAYMENT TO DEBT SERVICE-PRIN.	50,000.00	
INTEREST TO G/F - 1995	6,741.50	
	December 31, 1996	\$12,776.80

Linda Blake, Town Treasurer



## STATEMENT OF TAX RATE SETTING

Appropriations	\$3,116,268.00	<b>Tax Rate</b>
Less: Revenues	(1,757,437.00)	
Less: Shared Revenues	(41,647.00)	
Add: Overlay	84,608.00	
War Service Credits	34,900.00	
<b>Net Town Appropriation</b>	<b>\$1,436,692.00</b>	<b>\$7.09</b>

Due to Regional School	\$3,944,820.00	
Less: Shared Revenue	112,315.00	
<b>Net School Appropriation</b>	<b>\$3,832,505.00</b>	<b>\$18.89</b>

Due to County	\$418,456.00	
Less: Shared Revenue	10,002.00	
<b>Net County Appropriation</b>	<b>\$408,454.00</b>	<b>\$2.01</b>

**Combined Tax Rate** **\$27.99**

**Total Property Taxes Assessed** **\$5,677,651.00**

### Commitment Analysis

Total Property Taxes Assessed	\$5,677,651.00
Less: War Svc. Credits	(34,900.00)
Add: Village District Comm.	94,527.00
<b>Total Prop. Tax Commitment</b>	<b>\$5,737,278.00</b>

### Town

Net Assessed Valuation	Tax Rate	Assessment
\$202,845,665.00	<b>\$27.99</b>	\$5,677,651.00

### Emerald Lake District

Net Assessed Valuation	Tax Rate	Assessment
\$21,434,600.00	<b>\$4.41</b>	\$94,519.00

## SUMMARY OF TOWN VALUATION

Total Taxable Land	54,837,995	
Total Taxable Buildings	139,583,600	
Public Utility	9,691,600	
Valuation Before Exemptions		204,113,195
Blind Exemptions	(150,000)	
Elderly Exemptions	(1,101,900)	
Solar/windpower	(29,430)	
Total Exemptions		
Unapplied Exemptions	13,800	(1,267,530)
<b>Net Valuation for Tax Rate</b>		<b>\$202,845,665</b>

### **Emerald Lake Valuation**

Total Taxable Land	7,157,200	
Total Taxable Buildings	14,439,400	
Valuation Before Exemptions		21,596,600
Elderly Exemptions	(162,000)	
Total Exemptions		(162,000)
<b>Net Valuation for Tax Rate</b>		<b>\$21,434,600</b>

### **TOWN TAX RATE HISTORY**

	1993	1994	1995	1997
School	27.46	29.78	33.90	18.89
County	3.22	3.17	3.13	2.01
Town	10.35	10.33	10.55	7.09
<b>Total</b>	<b>41.03</b>	<b>43.28</b>	<b>47.58</b>	<b>27.99</b>
<b>Adjusted to 100% Eq. Valuation</b>	<b>31.18</b>	<b>32.03</b>	<b>35.21</b>	<b>27.99</b>

## SEWER AND WATER COMMISSIONERS' REPORT

In March of 1994 the voters of the Town of Hillsborough approved a \$3 million bond issue to fund major improvements to the town's water supply system. In June of 1995 construction began on the largest of these improvements, a Slow Sand Filter Plant at Loon Pond, the town's water source. The plant was completed in November and is currently operational, resulting in an improved quality of water for the users of the town's public water system.

In conjunction with the construction of the Slow Sand Filter Plant, approximately 800 water meters have been installed in the homes and businesses of water users. As a result, the way consumers pay for their water will be undergoing a change. At present, users "pay ahead" for their water and sewer service, with bills sent out twice a year on a per unit basis. The last bills, sent out in August, paid for water and sewer service from August 1 of 1996 to January 31 of this year.

Under the new system sewer charges will continue to be paid ahead on a six-month basis, and users will receive a sewer bill in February for the ensuing six-month period. This bill, however, will contain no charges for water. The only activity regarding water during February will be the reading of the meters. Immediately prior to the next regular billing date for sewer and water, which will be August of this year, the meters will be read again. The number of gallons each user has consumed between the February and August meter readings will determine the amount charged for water. The commissioners have set the rate at which users will be billed at \$2.77 per 1,000 gallons, and they estimate that for the average household, which currently pays \$100 per year for water, water costs will rise to about \$185 per year.

It is the commissioners' hope that the installation of meters will provide a more equitable system for water billing while at the same time encouraging water conservation at the local level. Such

## SEWER AND WATER COMMISSIONERS' REPORT

conservation will maximize the life of the slow sand treatment facility and minimize the cost of chemical and power consumption associated with the treatment and distribution of the town's drinking water.

The commissioners also want to emphasize the fact that despite the construction of the Slow Sand Filter Plant, the town's water source, Loon Pond, remains a fragile resource. It was concern over this issue that prompted the commissioners' controversial efforts during this past year to limit the expansion of docking facilities on the pond, and it is as a result of these same concerns that the commissioners recognize the recent efforts of the Conservation Commission regarding the donation to the town of a ten-acre tract of land located within the Loon Pond watershed area. We urge the town to accept it.

Respectively submitted,

Eugene Edwards, Chairman  
Donald R. Mellen  
Gary Lamothe

## Water Filtration Project Expenses

### 1996 Expenses

#### Common Expenses

Interest-BAN	\$60,028.83
Legal	\$5,112.50
Bonding Costs	\$1,560.93

**\$66,702.26**

#### Water Filtration Plant

Professional Services	\$1,635.00
Engineering	\$147,171.35
Other	\$1,794.00
Legal	\$547.50
Construction	\$1,189,855.95

#### Total

**\$1,341,003.80**

#### Water Trunk Line

Prof. Services	\$0.00
Engineering	\$0.00

#### Total

**\$0.00**

#### Water Metering

Administration	\$845.00
Prof. Services	\$0.00
Engineering	\$4,042.15
Legal	\$0.00
Other	\$2,250.00
Meter Inst.	\$19,304.39

#### Total

**\$26,441.54**

Total 1996 **\$1,434,147.60**

Total 1995 **\$1,406,368.39**

Total 1994 **\$143,156.59**

**Pilot Study** **\$17,646.33**

#### Total Expended

**\$3,001,318.91**

**TAX COLLECTOR'S REPORT  
SUMMARY OF TAX ACCOUNTS  
Deborah J. McDonald - Tax Collector  
Fiscal Year January 1 through December 31, 1996**

	<b>DEBITS</b>		
	<b>1996</b>	<b>1995</b>	<b>Prior</b>
<b>Uncollected Taxes-</b>			
Beginning of Fiscal Year:			
Property Taxes		\$884,599.12	
Residence Taxes			\$780.00
Yield Taxes		\$399.07	\$2,784.50
Water Taxes		\$28,243.86	
Sewer Taxes		\$27,916.58	
Prior Yr. Prepayments	\$2,734.34		
Emerald Lake Water		\$6,673.41	
Taxes Committed to Collector:			
Property Taxes	\$5,763,685.90		
Yield taxes	\$13,385.00		
Current Use	\$290.24		
Water Taxes	\$222,851.00		
Sewer taxes	\$218,809.00		
Emerald Lake Water	\$54,073.00		
<b>Overpayments:</b>			
a/c Property Taxes	\$16,292.61		
<b>Int.&amp; Cost on Tax Lien</b>		\$54,893.17	
Interest Collected on Delinquent Taxes:			
Property Taxes	\$11,813.22	\$23,430.69	\$151.62
Penalties Collected on Resident Taxes			\$27.00
<b>TOTAL DEBITS:</b>	<b>\$6,303,934.31</b>	<b>\$1,026,155.90</b>	<b>\$3,743.12</b>

	<b>CREDITS</b>		
	<b>1996</b>	<b>1995</b>	<b>Prior</b>
<b>Remitted to Treasurer During Fiscal Year</b>			
Property Taxes	\$4,958,852.38	\$351,109.09	
Resident Taxes			\$280.00
Current Use	\$290.24		
Yield Taxes	\$12,168.56	\$197.65	\$2,476.98
Water Taxes	\$200,368.15	\$11,691.11	
Sewer Taxes	\$194,201.68	\$11,807.35	
Emerald Lake Water	\$47,768.37	\$3,021.49	
Interest on Taxes	\$11,813.22	\$23,430.69	\$151.62
Penalties on Resident Tax			\$27.00
Int.& Cost on Tax Lien		\$54,893.17	
Prepayments	\$16,292.61		
Taxes Taken to Lien		\$568,378.09	

**TAX COLLECTOR'S REPORT  
SUMMARY OF TAX ACCOUNTS  
Deborah J. McDonald - Tax Collector  
Fiscal Year January 1 through December 31, 1996**

Abatements Allowed:			
Property Taxes	\$4,213.87	\$1,627.26	
Water Taxes	\$400.00		
Sewer Taxes	\$500.00		
Yield Taxes			\$307.52
Uncollected Taxes End of Fiscal Year:			
Property Taxes	\$802,129.61		
Resident Taxes			\$500.00
Yield Taxes	\$1,216.44		
Water Taxes	\$22,685.85		
Sewer Taxes	\$24,728.62		
Emerald Lake Water	\$6,304.71		
<b>TOTAL CREDITS:</b>	<b>\$6,303,934.31</b>	<b>\$1,026,155.90</b>	<b>\$3,743.12</b>

**SUMMARY OF TAX SALE/TAX LIEN ACCOUNTS  
Deborah J. McDonald - Tax Collector  
Fiscal Year January 1 through December 31, 1996**

<b>DEBITS</b>			
Tax Sale/Tax Lien on Account of Levies of	<b>1995</b>	<b>1994</b>	<b>Prior</b>
Balance of Unredeemed Taxes Beginning of Fiscal Year		\$416,631.33	\$388,028.31
Taxes Sold/Executed to Town During Year	\$617,455.65		
Interest Collected after Sale/Lien Execution	\$14,565.73	\$34,194.82	\$68,721.70
<b>TOTAL DEBITS:</b>	<b>\$632,021.38</b>	<b>\$450,826.15</b>	<b>\$456,750.01</b>
<b>CREDITS</b>			
Remittance to Treasurer During Fiscal Year:			
Redemptions	\$184,624.92	\$160,438.35	\$156,918.46
Interest & Cost After Sale	\$14,565.73	\$34,194.82	\$68,721.70
Abatements of Unredeemed	\$237.90	\$563.02	\$256.84
Unredeemed Taxes End of Year	\$432,592.83	\$255,629.96	\$230,853.01
<b>TOTAL CREDITS:</b>	<b>\$632,021.38</b>	<b>\$450,826.15</b>	<b>\$456,750.01</b>

# HILLSBOROUGH DEBT ANALYSIS

LONG TERM DEBT	1997	1998	1999	2000	2001
BAL AS OF 12/31/96					
WATER FILTRATION					
BALANCE	3,000,000.00	2,892,856.00	2,785,712.00	2,678,568.00	2,571,424.00
PRIN	107,144.00	107,144.00	107,144.00	107,144.00	107,144.00
INT	133,795.00	128,973.00	124,152.00	119,330.00	114,509.00
WATER DEPT	160,626.00	157,411.33	154,197.33	150,982.67	147,768.67
TOWN	80,313.00	78,705.67	77,098.67	75,491.33	73,884.33
TOTAL PMT	240,939.00	236,117.00	231,296.00	226,474.00	221,653.00
WASTE WATER # 11					
BALANCE	892,832.53	858,260.76	821,960.40	783,845.02	743,823.87
PRIN	34,571.77	36,300.36	38,115.38	40,021.15	42,022.21
INT	43,777.33	43,777.33	40,145.14	38,191.72	36,140.63
TOTAL PMT	78,349.10	80,077.69	78,260.52	78,212.87	78,162.84
WASTE WATER # 13					
BALANCE	358,528.11	347,733.16	336,396.95	324,486.84	311,979.51
PRIN	10,794.95	11,336.21	11,910.11	12,507.33	13,150.78
INT	17,785.05	17,243.79	16,669.89	16,072.67	15,429.22
TOTAL PMT	28,580.00	28,580.00	28,580.00	28,580.00	28,580.00
TRANSFER STATION					
BALANCE	550,000.00	500,000.00	450,000.00	405,000.00	360,000.00
PRIN	50,000.00	50,000.00	45,000.00	45,000.00	45,000.00
INT	41,114.00	37,590.00	34,065.00	30,847.50	27,585.00
TOTAL PMT	91,114.00	87,590.00	79,065.00	75,847.50	72,585.00
WATER SYSTEM					
BALANCE	360,000.00	315,000.00	270,000.00	225,000.00	180,000.00
PRIN	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00
INT	24,480.00	21,420.00	18,360.00	15,300.00	12,240.00
TOTAL PMT	69,480.00	66,420.00	63,360.00	60,300.00	57,240.00

NOTE 1



## HILLSBOROUGH DEBT ANALYSIS

SHORT TERM DEBT	1997	1998	1999	2000	2001
<b>LEASE PURCHASE</b>					
FIRE TRUCK					
BALANCE	36,527.00				
PMT	36,527.00				
DUMP TRUCK					
BALANCE	47,520.00	23,760.00			
PMT	23,760.00	23,760.00			
TOTAL SHORT TERM	60,287.00	23,760.00	0.00	0.00	0.00
<b>TOTAL ANNUAL PAYMENTS</b>					
TOWN	338,643.10	298,713.36	263,004.19	258,131.70	253,212.17
WATER DEPT.	230,106.00	223,831.33	217,557.33	211,282.67	205,008.67
<b>TOTAL</b>	<b>568,749.10</b>	<b>522,544.69</b>	<b>480,561.52</b>	<b>469,414.37</b>	<b>458,220.84</b>

NOTE 1 APPROXIMATELY 30% OF TRANSFER STATION COST REIMBURSED BY WINDSOR & DEERING

**TRUSTEES OF TRUST FUND**  
**Fiscal Year Ending December 31, 1996**

	PRINCIPAL 01/01/96	INTEREST CAPITAL	GAINS ON INVESTMENTS	BALANCE 12/31/96
<b>TRUST</b>				
Cemetery	\$96,731.67		\$1,250.00	\$97,981.67
Kimball Memorial Books	\$722.85			\$722.85
C. Murdough Memorial F	\$572.05			\$572.05
Boys Activities	\$3,958.18			\$3,958.18
Community Building	\$4,866.25			\$4,866.25
Community Building & Li	\$46,621.76			\$46,621.76
Library	\$58,855.99			\$58,855.99
Parks	\$2,769.44			\$2,769.44
Town	\$48,833.58			\$48,833.58
Scholarships	\$133,597.50			\$133,597.50
Needy Children	\$3,653.19		\$91.98	\$3,745.17
Rescue Squad	\$2,317.05			\$2,317.05
Children's Rec. Activities	\$3,000.00			\$3,000.00
Nuclear Task Force	\$5,760.92			\$5,760.92
<b>SUB TOTAL</b>	<b>\$412,260.43</b>	<b>\$0.00</b>	<b>\$1,341.98</b>	<b>\$413,602.41</b>
<b>CAPITOL RESERVE FUNDS</b>				
Bridge Repair	\$13,127.08		\$330.48	\$13,457.56
Emerald Lake Pumping	\$11,016.52		\$2,554.40	\$13,570.92
Emerald Lake Water Line	\$15,875.18		\$3,304.26	\$19,179.44
Emerald Lake New Well	\$25,394.37		\$1,122.79	\$26,517.16
<b>SUB TOTAL</b>	<b>\$65,413.15</b>	<b>\$0.00</b>	<b>\$7,311.93</b>	<b>\$72,725.08</b>
<b>TOTAL TRUST FUNDS</b>	<b>\$477,673.58</b>	<b>\$0.00</b>	<b>\$8,653.91</b>	<b>\$486,327.49</b>

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**MANAHAN TRUST**

PRINCIPAL	CAPITAL	INTEREST	DISBURSED	BALANCE
\$3,253.68	\$55,312.03	\$444.09	\$2,687.15	\$56,322.65

## TOWN CLERK ACCOUNT

FOR THE PERIOD JANUARY 1, 1996 THROUGH  
DECEMBER 31, 1996

1996 REGISTRATIONS	\$362,256.00
DOG LICENSES	5,578.00
DOG FINES	1,867.00
MARRIAGE LICENSES	1,620.00
FEEES	\$24,101.00

PAID TO THE TOWN OF HILLSBOROUGH	\$395,422.00
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### VITAL STATISTICS

BIRTHS	33
MARRIAGES	35
DEATHS	50

**YEAR END REPORT OF 1996 DEATHS IN  
HILLSBOROUGH**

LORRAINE DUBBEN	EUFEMIA P.M. MURDOUGH
MARION F. PLETT	NORMAN D.DUSTIN
RUTH E. WARD	CODY J. LEONARD
CORA PHELPS	TAINA M. LINNA PAIGE
JANET L. BALDWIN	JOHN H. NEWMAN
CHARLES J. THOMAS	JOHN B. TASKER JR.
THEODORE R. WESCOTT	CONSTANCE B. GAGNON
DAVID A. SMITH	MARIAN K. BREUEL
FLOYD C. HAZEN	EVELYN C. FRENCH
VIOLA U. MCCOMISH	WILLIAM H. BISHOP
ALAN E. SAWYER	EDWARD E. SWEENEY SR.
THELMA A. BOYD	LEONARD L HAKULIN JR.
CATHERINE G. GORDON	CECELIA M TROTTIER
MANUEL J. CAMARA JR.	CROCETTA J. TOMACCHIO
GLORIA A. SUTTER	GLENDON S. CARMICHAEL
JOYCE BANCKER	PETER E. JORDAN
FRED E. COCHRANE	WILLIAM J. LANDON
GRACE E. WEBSTER	ANNE GAVELL
NORMAN R. HARTFIEL	DONALD L. MITCHELL
ELCENA F. PHAIR	GEORGIANNA F. FOWLE
MICHAEL D. STRINGER	ROSE TAYLOR
JOSEPH J. TOMACCHIO	EDWARD P. JACKSON JR.
DEBRA SPIEGEL	BEATRICE I. PETRIN
ETTA N. GRIFFEN	CLAIRE A. STOCKER
LAWRENCE V. DOWNS JR.	JOHN L. MARSTON

RESPECTFULLY SUBMITTED,

DEBORAH J. MCDONALD  
HILLSBOROUGH TOWN CLERK

## POLICE DEPARTMENT REPORT

During the year 1996 the Town of Hillsborough voted to have another Study Committee for a new police station. The Study Committee consisted of eight (8) members which, after many meetings, decided to locate the new police station of Dump Road on town owned property for a price of \$ 913,180.00. Renovations on the fire and police station for the Fire Department is \$ 256,800.00 for a total of \$ 1,169,980.00. This would save us buying more property for the police station and allow for needed parking and future growth. I would personally like to thank the Study Committee for their hard work, time and effort.

If I, or my department, can be of any assistance to you during the year, please contact us at 464-5512.

The following is a breakdown of our activity:

Cases Handled	
In-custody arrests made	2795
Motor vehicle accidents investigated	298
Thefts	146
Assaults	136
Burglaries	59
Investigations:	47
Total investigations	210
	185

### Investigations acted upon

43 resulted in arrest  
56 unfounded  
86 cleared exceptionally

Miscellaneous Income:	
Police Report Fees	\$ 2,827.96
Parking Ticket Income	2,896.60
Pistol Permit Fees	460.00
Sale of Used Weapons to Morse Sporting Goods	2,225.00

Respectfully submitted,

Frank P. Cate, Chief of Police

## CENTRAL EMERGENCY DISPATCH

Call volume continued to increase during 1996 despite some of our members towns experiencing a minor drop in calls for service. Hillsboro's call volume increased as did the Town of Weare. The total calls for each town were as follows:

Hillsborough Police	10154
Fire & Rescue	540
Deering Police	1173
Fire & Rescue	113
Washington Police	614
Fire & Rescue	92
Antrim Police	2921
Bennington Police	1681
Weare Police	<u>3967</u>
Total Calls	21,255

Motor Vehicle activity increased during 1996, the Dispatch Center processed the following requests through the State Police Terminal:

License/Records Checks	8707
Registration Checks	5736
Criminal Records	727

In an effort to increase revenues, a new contract is being negotiated with the Town of Weare. The new contract will be based on population instead of usage and will generate an estimated \$ 2667.00 above their existing \$ 9000.00 contract. Rates of our other member towns will be evaluated as they come up for

renewal. During 1997 we will be looking to other towns to contract with us for their dispatch needs.

At Town Meeting, the Townspeople will be presented with a proposed building project to construct a new Police Facility and renovate the existing Fire and Rescue building. With your generosity this project will relocate us with the Police Department and allow us to continue to grow and provide us with desperately needed space. Please, we need your support!

Respectfully submitted,  
Scott B. Campbell

Communications Supervisor

### CAROLYN FOX FUND

There was no annual meeting of the Carolyn Fox Fund in 1996. No funds were disbursed.

Linda Stellato, Secretary

#### Treasurer's Report

Cash Balance 1/1/96 \$ 5.87

#### Income

Trust Fund Income \$ 202.53

Interest Income 3.03 211.43

Cash Balance 12/31/96 \$ 211.43

Linda Stellato, Secretary/Treasurer

## **HILLSBOROUGH FIRE DEPARTMENT FIRE CHIEF'S REPORT**

In 1996 the Hillsborough Fire Department was kept busy with 179 calls. Firefighters also donated their time to reaching more than 1,050 children with Fire Prevention classes. The children in grades K through 3 and many day care programs met Department personnel and learned about the equipment that the firefighters use. Each child also received packets containing fire prevention materials.

Several members of the Department have served on the building committee, to study the needs of the Hillsborough Fire and Police Departments in relation to the current station. Lack of space is a big problem which needs to be addressed, especially for safety of the firefighters. After many meetings, the plans have been drawn up and presented. The Hillsborough Fire Department hopes that everyone will support these plans, which will give the departments much needed space for training, office space and storage, along with additional space to the Rescue Squad for many years to come.

Respectfully submitted,

Richard Ritter  
Fire Chief



## HILLSBORO RESCUE SQUAD

The Hillsboro Rescue Squad responded to 383 Calls in 1996. Out of those 383 we transported to the local hospitals 234 times, 61% of all calls. We also responded to 41 calls in conjunction with the Fire Department.

We would like to thank the businesses and residents of the Town of Hillsborough for continuing to support us in the manner that you do that allows us to continue operating without a single tax dollar.

Because of your generous donations it has allowed us to remain a strictly volunteer organization, that provides a professional service to the Town.

### Financial Report:

#### Expenses:

Fuel	\$ 1,104.60
Vehicle Maintenance	3,535.09
Medical Supplies	3,620.30
Oxygen	1,005.59
Communications	787.10
Insurance	1,000.00
Training	510.00
Miscellaneous	351.10
Post Office	40.00
Total Expenses	<u>\$ 11,953.78</u>

## CODE ENFORCER'S REPORT

Total number of permits issued - 97

Total Revenue from Building Permits -	\$7,414.70
Total Revenue from Sign Permits -	190.00
Total Income from permits -	\$7,604.70

Types:

Commercial Buildings	5
Additions	8
Garages	11
Signs	19
Mobile Homes	3
Modular Homes	1
Storage Sheds	15
Decks	13
Carports	2
Porches	5
New Homes	6
Barns	2
Driveway Openings	1
Other	6
	<u>97</u>

Respectfully submitted,

Arthur Stenberg  
Code Enforcement Officer

## YOUTH SERVICES REPORT

The office of Youth Services is a resource for children and their families in Hillsborough and Deering. There is no cost to residents in these participating communities.

### Services Provided

*Individual and Group Support*

*Crisis Intervention*

*Advocacy for at risk or troubled youths and their families*

*Referral to other area agencies and services*

*Court Diversion*

*Local Coordination of the Big Brothers/Big Sisters program*

*Classroom and small group social skills programs*

*Summer activities for local children*

Youth Services is located on the second floor of the Community Building above the Fuller Public Library. Regular office hours are Monday - Friday 8:30 a.m. - 4:30 p.m. Earlier or later appointments can be arranged. For more information, or to make a referral, please contact Joy Buzzell at 464-5779.

I would like to take this opportunity to introduce myself. In December of 1996 I became the new Director of Youth Services, replacing Sharon Bell. I hold a bachelors degree in psychology and have worked with children and families as a case manager and parent educator in New York and Maine. I am looking forward to meeting and working with the people of Hillsborough and Deering in the coming year.

Respectfully submitted,

Joy Buzzell  
Youth Services Director

## Report of the Fuller Public Library, 1996

Leap year 1996, Fuller Public Library produced a play "Town Meeting" written by New Hampshire resident Rebecca Rule. The production was funded in part by the New Hampshire State Council on the Arts. Three performances were staged, two in Hillsborough and one in Antrim. The performers were amateur actors from the Hillsborough area assisted by the Antrim Players.

Project LIFT, the library-based literacy program for adults, began its fifth year of operation. No federal grant monies were available for the year, therefore funding came from several sources, see detail at the end of this report. Project LIFT serviced 80 adult students assisted by 50 volunteer tutors. Two "Connections" book discussion series, funded by the New Hampshire State Library, were held for adult new readers. The Literacy Theater, an improvisational literacy awareness theater group, held one public performance in Hillsborough. Four students and three tutors attended the New Hampshire State Literacy Congress at Plymouth, NH. Four volunteer tutors plus the program coordinator attended the Statewide Volunteer Recognition Conference. The end of the year celebration for students and volunteers was well attended. Success stories from several students were an inspiration to begin a new year.

The Library held a Spring and a Fall adult book discussion series funded by the New Hampshire Humanities Council and two additional book discussions in June and July.

The Summer Reading Program, "Reading: the best game around", was a reading program for children in grades one-six, incorporating games, arts and crafts. The program began with a performance by Frankie and Doug Quimby from St. Simon Island, Georgia, accompanied by Richard Herman from Camp Interlocken. The program culminated with a performance by the B. J. Hickman Magic Show. Funding for the Summer Reading Program was provided by the Bank of New Hampshire, Primary Bank and the Lake Sunapee Bank. Regular children's programming for September-May featured two story times per week, a Victorian Tea held in February and a visit

by the Little Nature Museum in April.

Museum passes continue to be well used. The Library has passes to the Museum of Fine Arts in Boston, The Christa McAuliffe Planetarium in Concord, the Currier Gallery of Art in Manchester, and the Museum of New Hampshire History in Concord.

NHWORKS is New Hampshire Employment Security's Electronic Bulletin Board and Information System. This library service is free to anyone who chooses to use it. NHWORKS can provide information about job openings, labor market information, education and training information and the ability to enter a job resume.

The Friends of the Fuller Public Library sponsored a Spring raffle and raised money to help purchase a computer and CD-Rom for public use.

Fuller Library participated in the Chamber of Commerce Old Fashioned Christmas with a Silver Tea, a quilt display from Apple Tree Fabrics, and storyteller Marilyn Wyzga. The Midnight Rapper Sword Dancers performed in the Community Hall.

The Library Staff wrote and received a grant for RIF (Reading is Fundamental). The grant monies combined with funds from the Hillsboro Lions Club allowed the staff to purchase and distribute books to 500 students three times during the school year.

Camp Interlocken, a youth camp in Windsor, NH donated \$583.00, raised by the campers, to the library to purchase children's books.

For the third year, Fuller Library in cooperation with Southern NH Services Supplemental Food Program for Women, Infants and Children (WIC) sponsored "The Gift of Reading". Books were distributed through the Library to children whose parents were enrolled in the WIC program. The project was funded by businesses, banks and private donations.

One staff member completed two Library Science Courses: Cataloging and Classification, and Microcomputers in the Library. Four staff personnel attended the New Hampshire State Library Spring Conference in Laconia.

The Hillsborough History Committee met regularly for the past year. Publication for the new edition of a Hillsborough town history is scheduled for Fall 1999. The committee received a grant for \$5,000

to help with expenses. A list of businesses was compiled and letters were sent to the businesses inviting them to purchase a deluxe edition with a listing for their business on a designated page.

Project LIFT funding sources through Sept. 1997:

New Hampshire Charitable Foundation	\$5,000
Cogswell Benevolent Trust	2,500
Doris & Joseph Solomon Fund of the NH Charitable Foundation	2,500
Monadnock Paper Mill	1,500
Osram Sylvania	300
Yankee Publishing	200
Town of Hillsborough	10,500
Town of Bennington	450
Town of Antrim	2,500
New Hampshire State Dept. of Ed.	9,950

Statistics: 3,800 registered borrowers, 175 nonresident borrowers, 39,283 items borrowed, 968 interlibrary loan items borrowed.

Volunteers: Jane MacPhee, Virginia Craven

Book Sale volunteers: Joe Solomon, Janis, Allen, Caleb and Hannah Thompson, Stewart Grey, Ken Sweetser, Marion VanHorne, Marie Woolner, Joyce Peace, Liz Worth, Veletta Swett, Amanda Roumetiolis, Jen Thulin, Laura Simoes.

Cash donations: Herb & Gertrude Fredericks, Deering Community School, Joseph Solomon, Virginia Colman, Jim Collins and Kristin Laine, Camp Interlocken.

Book donations: Lorraine Adams, Pauline Eaton Attridge, Carmen Allen, Don Ager, Betty Avery, Doc & Betty Baldwin, Kelly Cavagnaro, Bessie Corliss, Katherine Crimmins, Karen Cullen, Diane Conway, Helen DePesa, Jayne DeLucia, Clara Devoy, Karen Davidson, Harriet Ford, Pearl Forrestall, Maeghan Gagnon, Rev. & Mrs. Raymond Gibson, Judy Horton, Coralie & Herb Hansen, Doris Glenndinning, Bob Hill, Judy Hatfield, Shirley Hallock, Marilyn Johnson, Benjamin Lewis, Gail Luby, J.D. Landis, Annette Lockmandy, Britni Maine, Connie McLean, Peggy Moy, Ira Miller,

Laurie Munhall, Laurie Morris, Keith Miles, Dick Mooney, Betty Olson, Jeanette O'Neil, Jay O'Neil, William Pearson, Samantha Parenteau, Judy Peucker, Lorraine Poutre, Walter Rutter, Madeline Ritter, Natalie Rau, Belinda Raffi, Renee Reed, Wendy Russell, Marilyn Reynolds, Jacob Rietsema, Donna Schofield, Olivia Storey, Margaret Strickland, Priscilla Simm, Adriana Tyrrell, Sharon Tyler, Hope Thomas, Cynthia Van Hazinga, Elinor Vaillancourt, Norma Valley, Mary Walker, Jean Weatherbee, Marshall & Janice Winokur, Karen Weidner, Roxann Yeaton, Yankee Book Peddlers.

Other: Marie Dionne, Norma and Dave Hubbard

Trustees: John Farrar, Chairperson  
Janice Thompson, Treasurer  
Stewart Grey

Respectfully submitted,

Tamara McClure, Director  
Fuller Public Library

**FULLER PUBLIC LIBRARY FINANCIAL REPORT**  
**Fiscal Year Ended December 31, 1996**

RECEIPTS:

Town Appropriation	\$ 61,043.28
Interest-Bank of NH	202.46
Non-resident Fees	1,814.00
Fines	1,360.15
Gifts & Donations	1,852.90
Book Sales	3,494.12
NH Humanities Council	1,273.72
Programs	90.00
Copies	1,155.03
Play - "Town Meeting"	1,074.75
Town History Committee	112.00
Fax	13.08
Will Long Trust Fund	799.65
Project LIFT	2,121.49
Friends of the Library	1,404.00
NH Arts Council	90.00
Gift of Reading	210.00
Refunds	193.82
Miscellaneous	62.75
	-----
	\$ 78,367.20
Balance on Hand January 1, 1996	15,539.22
	-----
	\$ 93,906.42

EXPENDITURES :

Wages	\$ 44,311.86
FICA	3,389.74
Medical Insurance	4,500.24
Books	11,388.12
Videos	218.35
Periodicals	1,747.71
Supplies	1,522.05
Maintenance	25.00



Bank Fees	124.05
Telephone	738.22
Postage	467.74
Education & Mileage	969.20
Programs	1,245.55
Dues & Conference Fees	341.00
New Equipment	2,398.00
New Hampshire Humanities Council	
Program	1,462.95
Project LIFT	248.28
Project LIFT Audit	775.00
Museum Passes	265.00
Refunds	109.70
Miscellaneous	43.00
Town History Committee	112.00
	-----
	\$ 76,402.76
Balance on Hand December 31, 1996	\$ 17,503.66
	-----
	\$ 93,906.42

Respectfully Submitted,

Robin Sweetser, Bookkeeper  
Janice Thompson, Treasurer

## PARK BOARD REPORT

Recreation opportunities in the town of Hillsborough are varied. We are fortunate to have several facilities such as Grimes Field, Manahan Park and Beard's Brook which are owned by the town. In an attempt to better use these facilities, the Park Board is hoping to hire a recreation director for the summer season. Programs would supplement the work done by the H.Y.A.A., various softball leagues and the swim programs already in place. Public input is welcome. Please contact a Park Board member if you have ideas for programs for our youth or the not-so-young.

We are fortunate to have the services of Rob and Fran Charron again this year. They were joined by Wayne Hersey who was hired through a federal program. Rob Beard will also be in charge of the skating rink if the weather permits. Improvements to all baseball and softball fields were made on a continuing basis. Portable potties were installed, although we had some problems with vandalism. We will continue to work on upgrading the fields, and will be doing extensive work on the skating rink in the coming year.

Manahan Park continued to be a popular summer meeting place. Swim lessons were enjoyed by over 200 children under the direction of Heather Borges assisted by Justin Mickiewicz, Jon Plater, Kim Kulbacki and Renee Pascale. Jeanne Daniels once again taught life saving classes as a volunteer and we thank her for her commitment. Jon and Justin built a second raft for Manahan during rainy days which will be in the water this year. Programs for both adults and children were available. Some work was done on the old bathhouse including stairs and a window on the upper level. We are in hopes of

developing a first aid area and a craft room. Transportation to and from the beach was contracted out to Bruce Transportation and was actively used this year. Improvements to the boat ramp were made by Rob Beard last fall. The boat ramp continues to be heavily used all summer.

We accepted the resignation of Alan Thompson from the board in September. We wish to thank him for his service on the board and wish him well in his new employment. The Park Board meets the third Tuesday of every month at 7:30 p.m. in the courtroom. Visitors with concerns or new ideas are always welcome.

Respectfully submitted,

Alan Kingsbury, Chairman  
Susan Fournier  
Ernest Butler

Rob Ostertag  
Fran Charron  
Bethany Edwards

## HILLSBOROUGH CONSERVATION COMMISSION

Your Commission accomplished the following things this year:

1. We began work on our natural resource inventory by marking boundaries of some of the towns properties.
2. The commission sponsored vernal pool identification training as part of a wetlands inventory project.
3. Planning for the construction of a trail that goes under the Hillsborough By-pass is near completion.
4. In September we completed our 2nd Annual Contoocook River Clean-up with the help of community members and HDMS 7th graders, and coordinated for the first time with the Merrimack River Clean-up ( a spin-off of the Annual Coastal Clean-up).
5. We continued to give advice on all dredge and fill applications.
6. Two new members joined the commission, Peter Mellen and Jim Collins. We still have one vacancy. If anyone is interested in joining our commission, please contact James McDonough.

### 1996 Loon Award

The Hillsborough Conservation Commission has named Marion Baker as the recipient of the 1996 Loon Award in recognition of her consistent devotion to the environmental well being of the Hillsborough area.

Ms. Baker has devoted her life to the education of the public about environmental issues. She has accomplished this through several venues: 15 years involvement as a field studies coordinator at the Harris Center, 12 years of service on the Hillsborough Conservation Commission, 5 years participation of the Contoocook River Advisory Committee, 2 years as a board member of the New Hampshire rivers Council and many other activities.

Thank you Marion, for your valuable contribution to our community.

James McDonough, Chairman  
Robert Fowle  
Peter Mellen

Geoffrey Browning  
Laurel Woolner  
James Collins

## PLANNING BOARD REPORT

The past year was fairly uneventful for the Planning Board. There were a few applications for subdivisions, and the few that were presented were of minor significance.

The same is true for site plan review applications. The most notable of these was for a post office site behind the Town Office on School Street. This application became irrelevant after the Zoning Board of Adjustment rejected the application.

The year saw the final approval of the Rite Aid application.

The most important decision of the Planning Board was to undertake the writing of a new, updated version of the Master Plan. This is not only required by the State Statutes, but also, is a requisite of the town to guide it through the period after the by-pass has been constructed - - some five years from now. The by-pass will create new opportunities, change the traffic and land use pattern, and will, in general affect the economic and social life of the Town. To be prepared for these changes, and to prevent un-coordinated development, are principal reasons to prepare an updated Master Plan; satisfying the requirements of the citizens.

Respectfully submitted,

Robert Goode  
Chairman

## **1996 Annual Report Of The Hillsborough Historical Society With Reference to the Management and Restoration of the Franklin Pierce Homestead**

This past year proved to be a remarkable turning point in the management and preservation of the National Historic Landmark Pierce Homestead. The Hillsborough Historical Society (HHS), with renewed purpose and vision, began a process that will forever change the way we view the Pierce Homestead, as well as our tremendous responsibility in its care.

The last two years saw a growth in the professional approach to the management of the Homestead. By-laws were respected, and much of the growth came on the leadership level. While the transition was at times difficult, the rewards are now in hand with the two part Conservation Assessment Program (or CAP) reports, and a compliant disabled accessible Visitor Center. A new and energized Board for 1997 now has a platform of ideas and goals for the coming year.

In 1995 the HHS paid for the professional restoration of the Tavern Room of the Homestead. The plaster was repaired, and period paint in the room's original colors applied to the walls, woodwork, ceiling, floors, doors and windows. The original stencil pattern was then reapplied. Dimity fabric was also hand tailored to fit the bed in the downstairs bedroom. It completely covered the bed, giving it the appearance of a period piece. Also, copies of portraits of General Pierce and his wife Anna were obtained from the Ford Museum, and professionally framed. The portraits reappeared in their original places in the entry hall. In 1996 the focus shifted to the conversion of the barn to a disabled accessible Visitor Center. Careful thought was given to the collections to keep them away from dangerous sunlight and heat. The main rooms of the house were cleared of later museum exhibits, which were relocated to a the Pierce Museum Room on the 2nd floor. Significant landscaping was done to the new entry way to the barn, with a graded path, parking space for the disabled, and bedding added. Sincere focus was made on the grounds, which were cleared and simplified.

Also, in 1996 the Department of Transportation reactivated the name Franklin Pierce Highway for Rt. 9, placing 12 signs on the road from the Vermont to the Maine border. This in conjunction with the Town of Hillsborough's new entry signs on Routes 9 and 202, will provide an increased presence for the town and the Homestead.

The new signs were a joint venture with the Hillsborough Chamber of Commerce, and display the new town motto "Birthplace of Franklin Pierce".

In order to comply with the Americans With Disabilities Act the HHS acted decisively. We obtained a grant from the New Hampshire Council for the Arts for an Access Study. Once the study was completed, we cooperated with the NH Department of Parks to access Federal funds to make the Homestead accessible to disabled Americans. A State architect visited the Site and drew up plans based on the Access Study. The Parks Department authorized the funds and the crews to convert the barn into an accessible visitors center by the Memorial Day 1996 Season opening. The Hillsborough Historical Society wants to acknowledge and thank the Town of Hillsborough's Highway Department for their involvement with the reconstruction of the driveway, to meet handicap needs, and for the necessary site work to accommodate the new utility lines. We now offer a new entry gate, video area, display area, and gift shop. There are ramps, a new accessible bathroom, better lighting, handicap parking, and a video of the Homestead. Over the winter of 1996 State crews will work to improve the facility with improved lighting, desk and gift shop area. In the spring more finishing touches will be added such as stain and ventilation. Work will also be done to improve roof drainage and a dehumidifier will be added to the Homestead.

There remains so much to be done, that we must continue to stay aware, and build alliances with the State and Federal Governments. The Homestead is Hillsborough's greatest landmark, and now that we have the knowledge of what we need to do to preserve it, it is our responsibility to share those needs and possibilities with anyone who will listen. Let this monument become the focus of a community working together as a family toward a common goal. That is the greatest testament that we can give to Franklin Pierce.

Respectfully submitted,

Jayme H. Simoes, President

**Above report condensed from the President's annual report.**

# 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 ON THE INTERNAL CONTROL STRUCTURE BASED ON AN AUDIT OF GENERAL-PURPOSE FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS*

To the Members of the  
Board of Selectmen  
Town of Hillsborough  
Hillsborough, New Hampshire

We have audited the general-purpose financial statements of the Town of Hillsborough, as of and for the year ended December 31, 1995, and have issued our report thereon, which was qualified as indicated therein, dated July 25, 1996.

We conducted our audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general-purpose financial statements are free of material misstatement.

The management of the Town of Hillsborough 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 general-purpose financial statements in accordance with generally accepted accounting principles. 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 general-purpose financial statements of the Town of Hillsborough for the year ended December 31, 1995, 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 general-purpose financial statements and not to provide assurance on the internal control structure. Accordingly, we do not express such an opinion.

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 in amounts that would be material in relation to the general-purpose 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 the following matters involving the internal control structure and its operation that we consider to be material weaknesses as defined above. These conditions were considered in determining the nature, timing and extent of the procedures to be performed in our audit of the financial statements of the Town of

Hillsborough for the year ended December 31, 1995.

### *TRUST FUND RECORDS*

As in the previous years, the completion of the audit was delayed because not all of the Trust Fund records were provided for audit in a timely manner.

Upon expending approximately 12 hours in attempting to audit the Trust Fund records, we had no alternative but to issue a qualified opinion on the general-purpose financial statements because of the exclusion of the Nonexpendable Trust Funds.

The State required Form MS-9, was not reconciled with the general accounting records. Also, a reconciliation of the checking account was not performed at December 31, 1995 which would enable us to track all transfers from the numerous accounts at year end. In some instances, we noted transfers from individual passbook accounts which were made prior to year end, but were not deposited into the checking account until March 19, 1996.

We recommend the Trustees review the current bookkeeping system and make appropriate changes to ensure that these problems do not occur again. We continue to recommend that monitoring of the records be conducted, which would include technical assistance and training to individuals involved, in order to ensure the accuracy of reports.

### *TAX COLLECTION*

As in previous years, a significant amount of time was spent by the auditors and Town personnel in properly reconciling the State Form MS-61 ("Summary of Warrants" and "Summary of Tax Lien Accounts"). Many of the balances on the form given to us for audit did not have supporting documentation to substantiate those amounts, thus additional time was spent in recreating many of the lists and information. In addition to the above, the following

problems were noted:

We refer to our prior-year's management letter and detail the significant areas of concern as follows:

1. The Tax Collector is not refunding overpayments of property taxes, thereby in effect collecting prepayments contrary to RSA 80:52-a, which states in part, "Any Town, by vote of the Town Meeting ... or by vote of the Board of Selectmen may authorize the prepayment of taxes." These overpayments are treated as credit memos and applied against the next property tax issue. Accounting treatment for these overpayments has made balancing the warrants difficult, and we are not aware of any formal action taken either by vote of the Town or the Board of Selectmen authorizing this procedure.

Also, a full and accurate accounting of these overpayments does not appear to be provided to the Bookkeeper, therefore, making significant adjustment to the general ledger necessary to balance these amounts.

2. No tax deeds were taken by the Tax Collector in accordance with RSA 80:76. By not issuing the

tax deeds, the Town is prevented from selling the properties and putting them back on the tax rolls as viable property-tax-generating properties.

We recommend that the following procedures be implemented:

1. Monthly reconciliation of tax warrants to the Town's general ledger system.
2. Overpayments should be refunded to the property owner as soon as they are identified. However, if these overpayments are received before the second property tax issue, they can be applied to that issue.
3. In addition to the establishment of adequate accounting controls, we recommend that periodic monitoring of these accounts be considered to provide for training and technical assistance, and to assure management that records are being kept up to date and in balance.

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

July 25, 1996

PLODZIK & SANDERSON  
Professional Association

## CONCORD REGIONAL VISITING NURSE ASSOCIATION

The Concord Regional Visiting Nurse Association continues to offer three major health services to the residents of Hillsborough: Home Care, Hospice and Primary Care.

Home Care Services respond to the health care needs of those patients with acute or chronic illnesses that require skilled professional and para-professional care so they may return to or remain in their homes. Emphasis is on promoting independence and maximum functioning of the patient within the least restrictive setting.

Hospice Services provide professional and para-professional services to the terminally ill patient with a limited life expectancy. The goal is to enhance the quality of the patient's remaining life by helping he/she remain at home in comfort and dignity. Emphasis is on pain and symptom management and skilled intervention to meet the patient's special physical, emotional and spiritual needs.

In April of 1994 Hospice expanded its services to provide residential care with the opening of New Hampshire's first Hospice House. To date, this house has provided a home to approximately 158 terminally ill residents.

Primary Care and Preventive Services expanded from a health promotion and prevention focus to Family Health Center focus. The focus provides health care in a whole-life approach that means treating the individual from birth to senior adulthood. The Family Health Center services include family-centered medical care, preventive care, adult and senior health, child health, Baby's First Homecoming, immunization for all ages, school linked clinics, parent education and support, Family Planning and Women's Health, obstetrical care, health education, nutritional counseling, HIV/AIDS counseling and testing, Mental Health Services and Sexually Transmitted Disease testing and treatment.

The Family Health Center offers 24 hours/day, 7 days/week service

including physician care, hospital admitting privileges, and other care generally offered through a medical office setting. It is a joint initiative between Concord Hospital and Concord Regional Visiting Nurse Association and it is an educational site for the NH/Dartmouth Family Practice Residency Program. Primary care physicians (from Concord Hospital's new Family Practice Residency Program), graduate education medical students (residents), registered nurse practitioners, registered nurses, social workers and other staff provided primary care to more than 7,800 clients in FY 96.

Health Promotion Services focus on the low and marginal income families and individuals to prevent illness by professional assessment and screening for health risks and needs, by early intervention to prevent, eliminate, or minimize the impact of illness and/or disability, and by anticipatory guidance and health teaching. Emphasis is on promoting healthy children, families and individuals through early intervention and health teaching. Services rendered in the clinic setting are: child health, prenatal, family planning, sexually transmitted disease, adult screening, immunizations, and HIV (AIDS) testing and counseling. Home visits are made in crisis situations or when needed health care cannot be given in the clinic. Senior health services are provided at congregate housing sites. Professional and para-professional hourly home services are provided on a private fee-for-service basis. Health education and instruction are part of each home visit or clinic visit.

Anyone in Hillsborough may request service; patient, doctor, health facility, pastor, friend or neighbor. All requests are answered, but continuing home care will only be provided with a physician's order.

A call to Concord Regional Visiting Nurse Association (224-4093) is all that is necessary to start services or make inquiries. The CRVNA office is open Monday through Friday from 7:30 am to 5:00 pm. A nurse is on call for hospice and home care patients; (224-4093) 4:30 pm-7:30 am daily.

Federal regulations specify a charge is applicable to all visits. Fees

are scaled for the individual without health insurance and/or who is unable to pay the full charge. However, to fee scale, federal regulations require a financial statement be completed by the patient or responsible person. Town monies subsidize those visits that are scaled or that no fee is collectible.

This agency is certified as a Medicare/Medicaid Provider, licensed by the State of New Hampshire, accredited by the Joint Commission of Accreditation of Health care Organizations (JCAHO) and is a member agency of the United Way of Merrimack County.

Total visits made during October 1, 1995 through September 30, 1996:

	<u>No. of Clients</u>	<u>Visits</u>
Home Care/Hospice	139	4,177
Health Promotion/ Family Health Center	395	785
Total	<hr/> 534	<hr/> 4,962

- 24 Senior Health Clinics
- 2 Flu Clinics
- 12 WIC Clinics by RN
- 4 Immunization Clinics
- 1 Primary Care Clinic per week
- 14 Adult Bereavement Support Groups
- 2 Children Bereavement Support Groups
- 2 Hospice Volunteer Training Groups

## Contoocook Valley Counseling Center

Contoocook Valley Counseling Center, a branch office of Riverbend Community Mental Health, is a private non-profit multidisciplinary mental health agency providing comprehensive services to people living in Hillsborough. Our primary site, located on Hall Ave. in Henniker, was established in 1974. We have had an office in Hillsborough at the Hillsborough Medical Center for the past 8 years. The Hillsborough facility provides access for those who find transportation or mobility to Henniker more difficult (including children who can walk to our office after school, people who don't drive or do not own automobiles). We have provided education and support to parents and families in Hillsborough through the Parent-Child Center, located at the Smith Congregational Church. The two groups which meet on Fridays provide education, training and support to parents who are experiencing difficulty with parenting, who need help to improve their skills as parents and who may be at risk of abusing their children. The Parent child Center services are free of charge and include child care.

Contoocook Valley Counseling Center's staff includes a clinical psychologist, two master's level social workers, a master's level case manager, a psychiatric nurse, an alcohol and drug abuse counselor, a master's level intern and a psychiatrist.

Through our parent agency we provide 24 hour 365 day a year Emergency Services to all people who reside in Hillsborough.

Each year we work with more residents from Hillsborough at the Center. Many of these are children and families. Contoocook Valley Counseling Center is committed to serving the needs of Hillsborough residents and we provide services to everyone regardless of ability to pay. Last year we provided over \$10,000 in



discounted services to Hillsborough residents.

The services that Contoocook Valley Counseling Center provides include individual, couples, marital, family and group counseling or psychotherapy; home and community-based case management services; psychological testing and evaluation; medication evaluation and monitoring; consultation to schools, courts, community agencies and businesses; employee assistance services; workshops and support groups; crisis intervention; critical incident debriefing; community presentations and vocational assessments.

Respectfully submitted,

Glenna Goodman  
Director, Contoocook Valley Counseling Center

# DETAIL STATEMENT OF EXPENSES

## Executive Administration Appropriated Amount: \$ 117,055.00

### Credits:

Cash Management	\$65,842.01
Gas Tax Refund	\$2,831.94
Town Office Receipts	\$2,116.07

### Expenditures:

Officers Salaries	\$44,927.02
Advertisement	\$88.00
Payroll Processing	\$7,031.52
Box Rent-Bank	\$80.00
Box Rent-Postal	\$37.00
Computer Supplies	\$5,841.30
Town Clock	\$2,445.00
Equipment Rental	\$5,569.54
Equipment Repair	\$1,736.49
Legal Publications	\$1,179.80
Mileage	\$229.71
Misc. Expense	\$218.65
Office Equipment	\$159.99
Office Supplies	\$3,070.82
Payroll	\$27,996.39
Payroll Overtime	\$14.39
Postage	\$5,716.85
Printing Costs	\$4,432.18
Professional Dues	\$1,611.43
Professional Publication	\$275.31
Registry Copies	\$8.00
Telephone	\$1,906.49
Training Costs	\$944.50

**TOTAL EXPENSE:** \$115,520.38

## Conservation Commission Appropriated Amount: \$ 600.00

### Expenditures:

Expenses	\$600.00
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**TOTAL EXPENSE:** \$600.00

**Fuller Public Library**  
**Appropriated Amount: \$ 63,211.00**

Expenditures:

Books	\$10,000.00
Health Insurance	\$4,500.24
Payroll	\$44,311.86
Social Security	\$3,389.74
Telephone	\$738.22
Transfer Excess Appropriation	\$270.94

\$63,211.00

**TOTAL EXPENSE:**

**Audit**  
**Appropriated Amount: \$ 6,728.00**

Expenditures:

Professional Services	\$7,552.00
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**TOTAL EXPENSE:**

\$7,552.00

**Elections & Registrations**  
**Appropriated Amount: \$ 5,235.00**

Credits:

Sale Of Checklists	\$20.00
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Expenditures:

Advertisement	\$528.00
Ballot Clerks/Moderator	\$620.00
Set Up Booths	\$300.00
Election Meals	\$999.79
Payroll	\$1,145.00
Postage	\$16.09
Printing Costs	\$404.75

**TOTAL EXPENSE:**

\$4,013.63

**Community Building**  
**Appropriated Amount: \$ 49,110.00**

Credits:

District Court Rent	\$10,021.32
Community Bldg. Rents	\$451.00

Expenditures:

Advertisement	\$44.00
Maintenance Projects	\$25,030.72
Regular Maintenance	\$4,059.36
Electricity	\$7,501.16
Equipment Purchase	\$299.00
Equipment Repair	\$750.79
Fuel Oil	\$5,791.23
Gasoline	\$52.56
Janitor Supplies	\$717.24
Payroll	\$5,265.36
Propane	\$114.58
Telephone	\$410.42
Plant/Wreaths	\$247.49

**TOTAL EXPENSE:**

\$50,283.91

**Social Security & Retirement  
Appropriated Amount: \$ 139,840.00**

Expenditures:

Police Retirement	\$7,078.85
Social Sec./Medicare	\$42,170.80
Town Retirement	\$6,804.99
Health Insurance	\$78,894.60

**TOTAL EXPENSE:**

\$134,949.24

**Insurance  
Appropriated Amount: \$ 108,385.00**

Credits:

Insurance Refund & Dividend	\$51,008.90
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Expenditures:

Property Gen. Liability	\$24,326.00
Group Auto	\$20,912.00
Town Treasurer's Bond	\$383.00
Public Official Liability	\$4,562.00
Tax Coll. Robbery	\$347.00
Public Official's Bond	\$1,223.00
Unemployment Comp.	\$2,217.59
Workers Compensation	\$46,545.30
Park Board Equip. Floater.	\$1,096.00

Machine & Boilers	\$2,240.00
Misc. Equipment Floater	\$1,096.00

**TOTAL EXPENSE:** \$103,851.89

**Planning & Zoning  
Appropriated Amount: \$ 7,250.00**

Credits:

Planning & Zoning Fees	\$2,021.64
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Expenditures:

Advertisement	\$890.72
Legal Expenses	\$7,021.47
Misc. Expense	\$26.00
Office Supplies	\$30.00
Payroll	\$1,598.34
Postage	\$257.72
Training	\$70.00

**TOTAL EXPENSE:** \$9,894.25

**Legal  
Appropriated Amount: \$ 8,000.00**

Expenditures:

Legal Fees	\$5,843.02
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**TOTAL EXPENSE:** \$5,843.02

**Franklin Pierce Homestead Upkeep  
Appropriated Amount: \$ 2,150.00**

Expenditures:

Electricity	\$1,051.64
Fuel Oil	\$654.87
Maintenance Improvements	\$324.29
Telephone	\$422.35

**TOTAL EXPENSE:** \$2,453.15

**Reappraisal Of Property  
Appropriated Amount: \$ 8,500.00**

Expenditures:

Professional Services \$7,981.79

**TOTAL EXPENSE:** \$7,981.79

**Cemetery Department  
Appropriated Amount: \$ 20,000.00**

Credits:

Cemetery Lots \$775.00

Expenditures:

Advertisements \$112.00

Main.Contract Expense \$17,500.00

Grass & Loam \$1,968.95

Misc. Expense \$11.24

**TOTAL EXPENSE:** \$19,592.19

**Tax Map Update  
Appropriated Amount: \$ 3,000.00**

Expenditures:

Professional Services \$3,823.00

**TOTAL EXPENSE:** \$3,823.00

**Fire & Police Station  
Appropriated Amount: \$ 21,871.00**

Expenditures:

Building Maintenance \$1,130.14

Contract Cost \$6,825.00

Electricity \$8,624.30

Fuel Oil \$3,232.54

Janitorial Supplies \$220.36

Payroll \$199.56

**TOTAL EXPENSE:** \$20,231.90

**Town Clerk/Tax Collector's Expense  
Appropriated Amount: \$ 60,300.00**

Credits:

Motor Vehicle Tax \$361,913.00

Motor Vehicle Agent Fees \$22,069.00

Costs Before Sale	\$12,004.01
Uniform Comm.Code	\$900.00
Certified Copies	\$373.00

Expenditures:

Box Rental-Postal	\$22.00
Computer Supplies	\$183.57
Equipment Repair	\$492.03
Legal Publications	\$88.00
Office Equipment	\$28.90
Office Supplies	\$117.81
Payroll	\$41,452.20
Postage	\$2,895.86
Printing Costs	\$225.51
Professional Dues	\$35.00
Professional Publication	\$10.00
Record Maintenance	\$462.00
Registry Expense	\$12.32
Telephone	\$423.98
Training Costs	\$750.00
Tax Sale Expenses	\$5,913.00

**TOTAL EXPENSE:** \$53,112.18

**Police Department  
Appropriated Amount: \$ 372,508.00**

Credits:

Windsor Agreement	inc.w/fire dept
Parking Fines	\$979.60
Pistol Permits	\$460.00
Accident Reports	\$2,046.66
General Receipts	\$6,197.75
Payroll Reimbursement	\$6,926.30
Grant - Drug Control	\$8,736.04

Expenditures:

Advertisement	\$893.01
Ammunition	\$1,309.36
Clothing Expense	\$9,624.39
Cruiser Expense	\$5,986.80
Equipment Purchase	\$7,545.47
Equipment Repair	\$2,877.07
Gasoline	\$6,576.05
Investigative Aids	\$3,364.79

Legal Pub.	\$2,190.59
Meals	\$28.29
Mileage	\$72.43
Miscellaneous	\$3.76
Office Equipment	\$739.90
Office Supplies	\$1,976.52
Payroll	\$265,197.67
Payroll Overtime	\$24,691.05
Postage	\$279.95
Printing Costs	\$289.02
Prisoner Expense	\$67.49
Professional Dues	\$267.00
Professional Publication	\$10.00
Professional Services	\$300.00
Radio Maintenance	\$987.69
Safety Supplies	\$1,184.41
Special Investigations	\$249.41
Supplies	\$522.65
Telephone	\$4,695.08
Tires	\$1,595.20
Training	\$875.00
Cruiser Repair	\$31,081.02
Grant - Medical Insurance	\$1,125.06
Grant - Payroll	\$10,159.74
Grant - Payroll Overtime	\$800.43
Grant - Police Retirement	\$235.90
Grant - Medicare	\$158.92
Speed Enforcement	\$598.56

**TOTAL EXPENSE:** \$388,559.68

**Forest Fire**  
**Appropriated Amount: \$ 5,300.00**

**Credits:**

Reimbursement For Forest Fires	\$869.13
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**Expenditures:**

Clothing Expense	\$250.00
Equipment Purchase	\$2,738.38
Equipment Repair	\$79.45
Payroll	\$639.40
Professional Dues	\$20.00
Jeep Maintenance	\$96.91



**TOTAL EXPENSE:**

**\$3,824.14**

**Animal Control  
Appropriated Amount: \$ 20,575.00**

**Credits:**

Dog Licenses	\$3,850.50
Dog Fines	\$1,867.00

**Expenditures:**

Clothing Expense	\$200.00
Contract Services	\$4,500.00
Equipment Purchase	\$740.90
Gasoline	\$938.63
Misc. Expense	\$626.53
Payroll	\$12,350.00
Postage	(\$68.20)
Printing Cost	\$234.80
Training	\$704.98

**TOTAL EXPENSE:**

**\$20,227.64**

**Fire Department  
Appropriated Amount: \$ 125,732.00**

**Credits:**

Windsor Agreement	\$12,170.39
Fire Dept. Receipts	\$1,714.64

**Expenditures:**

Advertisement	\$75.00
Chemicals	\$629.50
Clothing Expense	\$2,233.02
Equipment Purchase	\$51,960.95
Equipment Repair	\$2,816.64
Fire Alarm Main.	\$2,087.23
Fire Prevention	\$1,121.42
Gasoline	\$2,440.28
Investigative Aids	\$67.50
Medical Expense	\$821.26
Office Equipment	\$3,053.00
Office Supplies	\$172.43
Payroll	\$35,139.04
Postage	\$70.68
Professional Dues	\$557.00

Professional Publication	\$571.87
Radio Maintenance	\$4,348.90
Shoveling Hydrants	\$1,795.50
Telephone	\$1,689.13
Training Cost	\$3,274.18
Repairs 59R1 Chief's Cruiser	\$1,126.57
Repairs 59M1 E1 Pumper	\$436.92
Repairs 59M2 E-One	\$713.27
Repairs 59M3 Mini Pumper	\$263.77
Repairs 59K1 Ford Tanker	\$1,044.58
Repairs 59K4 Chevy Tanker	\$378.94
Repairs 59U1 Utility	\$162.55

**TOTAL EXPENSE:** \$119,051.13

**Street Lighting**  
**Appropriated Amount: \$ 40,056.00**

Expenditures:

Electricity	\$38,196.01
Miscellaneous	\$600.00

**TOTAL EXPENSE:** \$38,796.01

**Dispatch Center**  
**Appropriated Amount: \$ 132,388.00**

Credits:

Windsor Agreement	inc.w/fire dept.
General Receipts	\$11,520.00
Town Of Deering	\$3,319.00
Town Of Antrim	\$6,314.75
Town Of Washington	\$2,501.00
Town Of Bennington	\$4,117.00
Town of Weare	\$6,750.00

Expenditures:

Clothing Expense	\$2,966.75
Computer - SPOTS System.	\$5,974.00
Electricity	\$334.06
Misc. Expense	\$254.82
Office Equipment	\$2,385.00
Office Supplies	\$742.92
Payroll	\$106,756.77
Payroll Overtime	\$8,456.32

Radio Maintenance	\$2,245.00
Telephone	\$2,991.29
Training	\$237.00

**TOTAL EXPENSE:** \$133,343.93

**Code Enforcement  
Appropriated Amount: \$ 6,769.00**

Credits:

Building Permit Fees	\$7,414.70
Sign Permit Fees	\$190.00

Expenditures:

Mileage	\$617.92
Office Supplies	\$23.69
Payroll	\$3,635.70
Postage	\$0.32
Telephone	\$371.87
Training	\$65.00

**TOTAL EXPENSE:** \$4,714.50

**Emergency Management / Civil Defense  
Appropriated Amount: \$ 5,940.00**

Credits:

State Grants	\$3,397.38
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Expenditures:

Equipment Purchase	\$1,531.43
Office Supplies	\$75.00
Payroll	\$542.07
Postage	\$32.00
Professional Publications	\$414.00
Telephone	\$323.28
Training	\$1,145.71

**TOTAL EXPENSE:** \$4,063.49

**Roads & Sidewalks Maintenance  
Appropriated Amount: \$ 50,000.00**

Expenditures:

Equipment Rental	\$2,340.00
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Hot Top	\$18,251.22
Sealing	\$17,987.32

**TOTAL EXPENSE:** **\$38,578.54**

**Highway Department**  
**Appropriated Amount: \$ 313,475.00**

Credits:

Highway Block Grant	\$97,617.33
Dept. Reimbursements	\$30.00
OEM-Disater Reimbursement	\$23,028.00

Expenditures:

Advertisement	\$96.00
Building Maint.	\$980.05
Chemicals/Paint	\$4,158.53
Clothing Expense	\$2,065.18
Cold Patch/Hot Top	\$2,306.79
Contract-Blasting	\$2,145.00
Misc. Projects	\$686.52
Roadside Mowing	\$4,000.00
Culvert	\$2,054.80
Diesel Fuel	\$9,571.53
Electricity	\$2,307.72
Equipment Purchase	\$6,161.37
Equipment Rental	\$48,609.31
Equipment Repair	\$1,391.24
Gasoline	\$4,199.73
Gravel & Sand	\$6,860.22
Hardware	\$1,410.12
Janitorial Supplies	\$210.22
Lubricants	\$1,550.41
Misc. Expense	\$53.94
Gases	\$588.68
Payroll	\$117,072.18
Payroll Overtime	\$29,841.43
Plow Blades/Shoes	\$3,997.05
Drug Testing	\$292.50
Propane	\$2,074.98
Radio Maintenance	\$837.87
Salt	\$33,661.13
Signs	\$1,252.64
Steel	\$707.56
General Supplies	\$1,245.26
Telephone	\$438.45

Tires	\$3,517.50
Training	\$75.00
Tree Removal	\$800.00
Repairs #701 Pickup	\$1,763.64
Repairs #702 Chevy D.T.	\$868.73
Repairs #703 Chevy D.T.	\$1,640.66
Repairs #706 Int. D.T.	\$1,233.59
Repairs #707 Ford D.T.	\$2,262.15
Repairs #710 Loader	\$408.58
Repairs #711 Grader	\$4,517.85
Repairs Dodge Tanker	\$1,439.63
Repairs #704 Int. 4X4 D.T.	\$576.13
Repairs Platform 4X4	\$2,730.14
Miscellaneous Repair	\$33.75
Sidewalk Plow	\$1,565.17
Hydro Station Snow Removal	\$402.00

**TOTAL EXPENSE:** \$316,662.93

**Bridge Repair**

**Appropriated Amount: \$ 5,000.00**

Expenditures:

Bridge Repairs	\$5,269.68
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**TOTAL EXPENSE:** \$5,269.68

**Landfill/Transfer Station**

**Appropriated Amount: \$ 320,097.00**

Credits:

General Receipts	\$18,968.98
Net Temporary Permits	\$105.00
Town of Deering	\$40,634.44
Town of Windsor	\$14,463.54

Expenditures:

Advertisement	\$77.00
Bldg. Maintenance	\$1,956.66
Clothing Expense	\$1,468.02
Trash Hauling Contract	\$20,501.84
Tipping Fees	\$184,208.73
Metal Removal	\$567.30
Diesel Fuel	\$1,835.88
Electricity	\$2,064.70

Equipment Rental	\$1,250.00
Gasoline	\$504.10
Gravel	\$700.00
Hardware	\$3,509.32
Hazardous Waste Removal	\$1,073.37
Health Insurance	\$6,500.24
Mileage	\$742.60
Misc. Expense	\$607.20
Payroll	\$59,870.87
Payroll Overtime	\$1,666.83
Professional Dues	\$306.52
Propane	\$453.84
Rodent Control	\$144.00
Social Security	\$4,861.20
Telephone	\$395.70
Tires	\$4,125.00
Repairs Loader	\$13,422.61
Retirement	\$1,287.34

**TOTAL EXPENSE:** \$314,100.87

**Visiting Nurse  
Appropriated Amount: \$ 12,225.00**

Expenditures:

Office Rent	\$2,100.00
Professional Services	\$10,125.00

**TOTAL EXPENSE:** \$12,225.00

**General Assistance  
Appropriated Amount: \$ 56,625.00**

Credits:

Town Poor Reimbursement	\$2,165.16
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Expenditures:

Mileage	\$80.00
Miscellaneous	\$56.76
Office Supplies	\$14.07
Payroll	\$9,399.50
Postage	\$4.03
Professional Dues	\$10.00
Professional Publication	\$10.00
Telephone	\$76.00

Food Voucher	\$11,826.18
Gasoline Voucher	\$230.44
Medical Voucher	\$528.45
Misc. Voucher	\$125.00
Rent Voucher	\$15,651.96
Heating Fuel Voucher	\$4,434.61
Electricity Voucher	\$7,367.04
Transportation Voucher	\$205.00
St.Joe's Meals-On-Wheels	\$4,225.00

**TOTAL EXPENSE:** \$54,244.04

**Youth Services**  
**Appropriated Amount: \$ 34,241.00**

Credits:

Town of Deering	\$8,303.57
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Expenditures:

Advertisement	\$475.15
Box Rent-Postal	\$8.00
Health Insurance	\$1,958.43
Mileage	\$494.75
Misc. Expense	\$63.89
Office Equipment	\$123.65
Office Supplies	\$37.60
Payroll	\$22,176.32
Postage	\$33.08
Printing Costs	\$24.50
Professional Publication	\$20.00
Professional Services	\$50.00
Program Development	\$175.19
Social Security	\$1,702.94
Telephone	\$662.18
Training Cost	\$1,384.00
Retirement	\$621.84

**TOTAL EXPENSE:** \$30,011.52

**Patriotic Purposes**  
**Appropriated Amount: \$ 600.00**

Expenditures:

Flag & Marker Purchase	\$581.43
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**TOTAL EXPENSE:** \$581.43

**Parks & Playgrounds**  
**Appropriated Amount: \$ 28,150.00**

Credits:

Park Board Receipts \$6,781.85

Expenditures:

Athletic Equipment \$798.60  
Electricity \$1,502.92  
Equipment Purchase \$240.58  
Gasoline \$499.78  
Hardware/Tools \$81.24  
Park Maintenance \$6,044.45  
Payroll \$10,847.00  
Payroll Overtime \$135.90  
Plumbing \$1,205.00

**TOTAL EXPENSE:** \$21,355.47

**Manahan Park**  
**Appropriated Amount: \$ 27,300.00**

Credits:

Manahan Trust \$4,374.75

Expenditures:

Improvements \$1,115.48  
Electricity \$594.67  
Equipment Purchase \$494.75  
Maintenance \$3,259.27  
Misc. Expense \$362.50  
Payroll \$13,811.15  
Payroll Overtime \$70.11  
Telephone \$209.70  
Transportation \$3,720.00

**TOTAL EXPENSE:** \$23,637.63

**Fireworks**  
**Appropriated Amount: \$ 3,500.00**

Expenditures:

Transfer To Firemen's Assoc \$3,500.00



**TOTAL EXPENSE:** \$3,500.00

**Principal Long Term Notes  
Appropriated Amount: \$ 93,190.00**

Expenditures:  
Principal \$93,189.24

**TOTAL EXPENSE:** \$93,189.24

**Interest Long Term Notes  
Appropriated Amount: \$ 108,462.00**

Expenditures:  
Interest \$108,421.02

**TOTAL EXPENSE:** \$108,421.02

**Interest On Tax Anticipation Notes  
Appropriated Amount: \$ 51,500.00**

Expenditures:  
Interest On TANS \$39,860.69

**TOTAL EXPENSE:** \$39,860.69

**Mental Health  
Appropriated Amount: \$ 4,000.00**

Expenditures:  
Contoocook Valley Mental Healt \$4,000.00

**TOTAL EXPENSE:** \$4,000.00

**Senior Citizens Activities  
Appropriated Amount: \$ 5,670.00**

Expenditures:  
AARP Van Maintenance \$2,212.87  
Senior Citizen Outings \$2,750.00

**TOTAL EXPENSE:** \$4,962.87

**Capital Expense - Road Reconstruction**

**Appropriated Amount: \$ 120,000.00**

Expenditures:

Reconstruction	\$71,139.20
Culvert	\$206.00
Equipment Rental	\$11,345.00
Gravel	\$9,918.00

**TOTAL EXPENSE:** \$92,608.20

**Water Department  
Appropriated Amount: \$ 211,330.00**

Credits:

Water Rents & Fees	\$228,636.18
Water Interest	\$3,624.07
Water Miscellaneous	\$450.00

**TOTAL CREDITS:** \$232,710.25

Expenditures:

Advertisement	\$97.25
Building Maintenance	\$324.48
Chlorine	\$4,447.03
Contract Services	\$14,914.00
Electricity	\$9,044.73
Engineering	\$1,987.67
Equipment Purchase	\$3,513.00
Equipment Repair	\$1,772.14
Gasoline	\$21.56
Hot Top	\$1,475.00
Insurance	\$3,330.00
Debt Service Interest	\$27,540.00
Legal	\$8,267.00
Misc. Expense	\$1,782.93
Office Supplies	\$1,428.76
Payroll	\$8,104.88
Payroll Overtime	\$60.00
Postage	\$376.91
Potassium Hydroxide	\$3,272.47
Debt Service Principal	\$45,000.00
Professional Dues	\$275.00
Propane Water Plant	\$1,548.50
Safety Supplies	\$188.00
Retirement/FICA	\$614.46

System Repair	\$10,335.00	
System Improvements	\$1,834.05	
Telephone	\$516.04	
Tool Purchase	\$93.21	
Training Cost	\$581.25	
Water Piping	\$2,575.01	
Water Testing	\$1,471.00	
Zinc Orthophosphate	\$5,954.96	
<b>Actual Expenses</b>		<b>\$162,746.29</b>
Transfer Out	\$69,963.96	
(Excess Revenue)		
<b>TOTAL EXPENSE:</b>		<b>\$232,710.25</b>

**Sewer Department**  
**Appropriated Amount: \$ 186,540.00**

Credits:

Sewer Rents & Fees	\$222,022.18
Dumping Fees	\$17,040.00
Sewer Interest	\$3,981.64
Sewer Miscellaneous	\$850.00

**TOTAL CREDITS:** **\$243,893.82**

Expenditures:

Building Maintenance	\$757.98
Chemicals	\$415.40
Chlorine	\$759.36
Clothing Expense	\$653.96
Contract Services	\$3,637.60
Electricity	\$48,286.15
Engineering	\$2,900.48
Equipment Purchase	\$3,341.85
Equipment Rental	\$443.69
Equipment Repair	\$12,013.99
Fuel Oil	\$1,835.24
Misc. Gases	\$2,115.63
Gasoline	\$645.84
Health Insurance	\$8,728.14
Insurance	\$1,387.00
Janitorial Supplies	\$176.93
Lab Fees	\$249.22
Lab Supplies	\$1,727.11
Legal Fees	\$75.00
Lubricants	\$67.72

Misc. Expense	\$842.76	
Office Supplies	\$964.50	
Payroll	\$33,633.76	
Plant Operations	\$2,511.60	
Postage	\$224.35	
Professional Publication	\$110.00	
Retirement	\$934.39	
Safety Supplies	\$372.90	
Social Security	\$2,583.27	
Sewer Piping	\$545.37	
System Repairs	\$1,133.93	
System Improvements	\$1,250.00	
Telephone	\$754.61	
Tool Purchase	\$87.49	
Training Cost	\$614.25	
Repairs Truck	\$430.86	
Workers Compensation	\$2,462.00	
<b>Actual Expenses</b>		<b>\$139,674.33</b>
Transfer Out	\$104,219.49	
(Excess Revenue)		
<b>TOTAL EXPENSE:</b>		<b>\$243,893.82</b>

**Fire/Police Station Roof**  
**Appropriated Amount: \$ 17,500.00**

Expenditures:		
Roof Reconstruction	\$16,000.00	
<b>TOTAL EXPENSE:</b>		<b>\$16,000.00</b>

**EXPENDITURES FROM PRIOR YEARS SPECIAL ARTICLES**

YEAR	PURPOSE	ARTICLE #	APPROPRIATION	PRIOR YEARS EXPENDITURES	1996 EXPENDITURES	BALANCE REMAINING	STATUS
1994	Revaluation	5	\$185,700.00	\$151,540.12	\$33,873.47	\$286.41	CLOSED
1995	F/P Roof	9	\$15,000.00	\$44.00	\$14,956.00	\$0.00	CLOSED
1995	Town History	12	\$20,000.00	\$2,500.00	\$0.00	\$17,500.00	OPEN

## 1996 TOWN MEETING MINUTES

AT A LEGAL MEETING OF THE TOWN OF HILLSBOROUGH, COUNTY OF HILLSBOROUGH IN SAID STATE, QUALIFIED TO VOTE IN THE AFFAIRS OF SAID TOWN ON THE 12TH DAY OF MARCH, 1996 AT SEVEN O'CLOCK IN THE FORENOON AT THE HILLSBOROUGH-DEERING MIDDLE SCHOOL THE MODERATOR CALLED THE MEETING TO ORDER. ARTICLE 1 WAS VOTED ON BY OFFICIAL BALLOT AT THE POLLS.

**ARTICLE 1:** Voted that the voters of the Town of Hillsborough proceed to ballot for one Selectman for three years; one Selectman for two years; Town Treasurer for one year; Trustee of Trust Funds for three years; Trustee of the Fuller Public Library for three years; Water and Sewer Commissioner for three years; two Planning Board members for three years; one Cemetery Trustee for three years; Tax Collector/Town Clerk for three years; one Supervisor of the Checklist for six years; Moderator for two years; and all other necessary Town Officers or agents for the ensuing year.

At 7:51 pm Moderator Mr. Leigh Bosse brought the meeting to order. Veterans of Foreign Wars Post 744 posted the colors and the Pledge of Allegiance was said. Mr. James Profirio sang the National Anthem. Mr. Bosse asked that at moment of silence be heard in memory of Hillsborough's deceased. No objections were heard to non-residents being able to speak but not vote at the meeting.

**ARTICLE 3:** Moved up by Mr. Charron and seconded by Mr. Maine. To see if the Town will vote to raise and appropriate the sum of One Hundred and Forty Thousand

Dollars (\$140,000.00) for the purpose of land acquisition to complement the existing Fire / Police Station. Forty-one Thousand Dollars to be raised by general taxation and to authorize the issuance of Ninety-nine Thousand Dollars (\$99,000.00) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the Selectmen and Treasurer to issue and negotiate such bonds or notes and to determine the rate of interest thereon.

Article 3 was amended to read as follows: to raise and appropriate the sum of Seventy Four Thousand Dollars (\$74,000.00) for the purpose of purchasing properties located on Myrtle Street to complement the existing Fire/Police Station. Amendment was voted and accepted. Much discussion took place on Article 3 and then it was voted on and was accepted.

**ARTICLE 2:** To see if the Town will vote to raise and appropriate the sum of One Million, Three Hundred and Eighteen Thousand, Eight Hundred and Thirty Dollars (\$1,318,830.00) for the design, engineering, construction, equipping, legal expenses and all other related costs for the purpose of constructing additions to and reconstruction of the existing Fire/Police Station, and to authorize the issuance of not more than One Million, Three Hundred and Eighteen Thousand, Eight Hundred and Thirty Dollars (\$1,318,830.00) of bonds or notes in accordance with provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the Selectman and Treasurer to issue and negotiate such bonds or notes and to determine the rate of interest thereon.

Article 2 was amended to read as follows: that the Town vote to raise and appropriate the sum of Eight Hundred and Eighty-three Thousand, Six Hundred and Fifty Dollars (\$883,650.00) for the design, engineering, construction, equipping, legal

expenses and all other related costs for the purpose of constructing additions to, and reconstruction of the existing Fire/Police Station, and to authorize the issuance of not more than Eight Hundred and Eighty-three Thousand, Six Hundred and Fifty Dollars (\$883,650.00) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the Selectmen and Treasurer to issue and negotiate such bonds or notes and to determine the rate of interest thereon. Amendment was accepted by vote.

Polls opened at 8:55 pm to vote on the bond issue of Article 2.  
Polls closed at 9:58 pm.

YES	145
NO	100

**ARTICLE 4:** Moved until after the results of Article 2 were known. Moved by Mrs. Mooney, seconded by Mr. Maine. Voted to raise and appropriate the sum of Five Thousand Dollars (\$5,000.00) to continue the study of renovating and expanding the existing Fire/Police Station and to authorize the Selectmen to appoint a study committee consisting of representative of each department using the facility, one selectman and two members not currently members of any town department or public office holders.

**ARTICLE 5:** Voted the Town will raise and appropriate the sum of Seventeen Thousand and Five Hundred Dollars (\$17,500.00) for the purpose of replacing the roof over the Fire Department equipment bays at the Fire/Police Station; or to take any action in relation thereto.

**ARTICLE 6:** As printed the reports of the Town Officers, Auditors, Agents, Committees or other officers heretofore



chosen or appointed; or to take any other action in relation thereto.

**ARTICLE 7:** Mr. Maine moved and seconded by Mrs. Mooney. Voted to authorize the Selectmen to enter into a three year non-binding lease agreement for the purpose of leasing a dump truck for the Highway Department, and to raise and appropriate the sum of Twenty-Three Thousand, Seven Hundred and Sixty Dollars (\$23,760.00) for the first year's payment. (Explanation: At the conclusion of the three year lease the Town will assume full ownership of the vehicle. Future lease payments will appear as a line item in the Highway Department budget. Actual vehicle cost is \$67,320.00).

**ARTICLE 8:** Voted the Town will raise and appropriate the sum of One Hundred and Twenty Thousand Dollars (\$120,000.00) for the reconstruction and/to resurfacing of Beard Road. This will be a special non-lapsing appropriation for a period of two years per RSA 32:3, VI. --or to take any other action in relation thereto.

**ARTICLE 9:** Moved by Mrs. Mooney and seconded by Mr. Charron. Voted to raise and appropriate the sum of Two Million, Four Hundred and Forty-Four Thousand, Five Hundred and Thirty-Eight Dollars (\$2,444,538.00) for the operating expenses of the Town including General Government, Public Safety, Highways, Streets and Bridges, Sanitation, Health, Welfare, Culture and Recreation, Debt Service, Operating Transfers Out and all other current expenses of the Town, or to take any other action in relation thereto.

**ARTICLE 10:** Mr. Crane moved and Mr. Mellen seconded. Voted the Town will raise and appropriate the sum of Two Hundred and Eleven Thousand, Three Hundred and Thirty

Dollars (\$211,330.00) for the purpose of operating the Water Department during 1996; said funds to be offset by the income to the Water Department of an equal amount; or to take any other action in relation thereto.

**ARTICLE 11:** Voted the Town will raise and appropriate the sum of One Hundred and Eighty-Six Thousand, Five Hundred and Forty Dollars (\$186,540.00) for the purpose of operating the Sewer Department during 1996; said funds to be offset by the income to the Sewer Department of an equal amount; or to take any other action in relation thereto.

**ARTICLE 12:** Mr. Crane moved and Mr. Mellen seconded. Voted the Town will appropriate the sum of Eighteen Thousand Dollars (\$18,000.00) for the initial phase of a three phase program to identify and repair extraneous "clean water infiltration/inflow (I/I) such as groundwater or storm water into the collection system of the Hillsborough Sewer System. Said funds to be appropriated from the Sewer Reserve Account. This will be a special non-lapsing appropriation for a period of two years per RSA 32:3,VI.--or to take any other action in relation thereto.

**ARTICLE 13:** Voted the Town will appropriate the sum of Forty-Three Thousand Dollars (\$43,000.00) for the purpose of replacing and/or constructing all, or part of, the water distribution system on Norton Drive, Preston Street to Norton Drive and Center Road. Said funds to be appropriated from the Water Reserve Account. This will be a special non-lapsing appropriation for a period of two years per RSA 32:3,VI--or to take any other action in relation thereto.

**ARTICLE 14:** Voted the Town will raise and appropriate the sum of Twenty-Three Thousand Dollars (\$23,000.00) for the

purpose of revising the Landfill's Groundwater Permit Application to the State of New Hampshire, conducting water testing and other associated activities. This will be a special non-lapsing appropriation for a period of two years per RSA 32:3,VI--or to take any other action in relation thereto.

**ARTICLE 15:** Moved by Mr. Belida and seconded by Ms. Meridith, after presentations and much discussion. Voted to raise and appropriate the sum of Ten Thousand Dollars (\$10,000.00) to support the efforts of the Hillsborough Community Center Inc., or take any other action in relation thereto. (Submitted by Petition) (Not recommended by the Board of Selectmen).

**ARTICLE 16:** Voted the municipality will raise and appropriate the sum of Three Thousand, One Hundred Dollars (\$3,100.00) to be added to the Fuller Public Library Card Catalog Computerization Capital Reserve Fund previously established.

**ARTICLE 17:** Voted the Town will raise and appropriate the sum of Ten Thousand, Five Hundred Dollars (\$10,500.00) for the purpose of supporting a literacy program at the Fuller Public Library. This will be a special non-lapsing appropriation for a period of two years per RSA 32:3,VI--or take any other action relating thereto.

**ARTICLE 18:** Voted the Town will adopt the following as a Town Motto: "**BIRTHPLACE OF FRANKLIN PIERCE**"; or take any other action relating thereto. This article submitted at the request of the Hillsborough Historical Society.

**ARTICLE 19:** Voted the Town will adopt the provisions of RSA 31:19 that allows Towns to take and hold in trust gifts,

legacies, and devises made to them for the establishment, maintenance, and care of libraries, reading-rooms, schools, and other educational facilities, parks, cemeteries, and burial lots, and the planting and care of shade and ornamental trees upon their highways and other public places, and for any other public purpose that is not foreign to their institution or incompatible with the objects of their organization; and to authorize the Board of Selectmen to accept such trusts without further action by the Town for an indefinite period, or until rescinded.

Mr. Chandler brought a motion before the floor to reconsider Article 3. After much discussion, a vote was made to reconsider Article 3.

**ARTICLE 3:** It was voted NO to raise and appropriate the sum of Seventy Four Thousand Dollars (\$74,000.00) for the purpose of purchasing properties located on Myrtle Street to complement the existing Fire/Police Station.

**ARTICLE 20:** To transact any other business that may legally come before this meeting.

Omitted from 1995 town minutes Certificates of long term service: Frank Pete Cate 23 years  
William Goss 16 years

Motion was made to adjourn meeting at 11:35 pm.

A TRUE COPY OF ATTEST:

Deborah J. McDonald

Town Clerk of Hillsborough

## **RESULTS OF ARTICLE 1.**

The polls were closed at 7:00 p.m. and in the presence of the Town Clerk and Moderator and assisted by them, the Ballot Clerks proceeded to sort and count ballots. At the close of the count the Moderator made a public declaration of the votes as follows:

### **TOWN OFFICIALS**

#### **Selectman for Three Years**

M. Ann Mooney                      428

#### **Selectman for Two Years**

Robert R. Charron                  426

#### **Trustee of the Fuller Public Library for Three Years**

Stewart S. Gray                      410

#### **Water and Sewer Commissioner for Three Years**

Walter H. Crane                      220

Gary R. Lamothe                      259

#### **Town Treasurer for One Year**

Linda S. Blake 462

**Trustee of Trust Funds For Three Years**

Shirley Hare 396

**Planning Board for Three Years (Two Members)**

Geoffrey Browning 363

Jacob Reitsema 86

**Cemetery Trustee for Three Years**

Donald R. Mellen 420

**Moderator for Two Years**

Leigh D. Bosse 399

**Town Clerk/Tax Collector for Three Years**

Deborah J. McDonald 463

**Supervisor of Check List for Six Years**

Ruth E. Gauthier 447

**School Officials**

**School Board from Hillsborough for Three Years**

Virginia A. Lamberton 390

**Moderator for One Year**

Russell S. Galpin 436

**A TRUE COPY OF ATTEST:**

Deborah J. McDonald  
Town Clerk of Hillsborough

# Notes

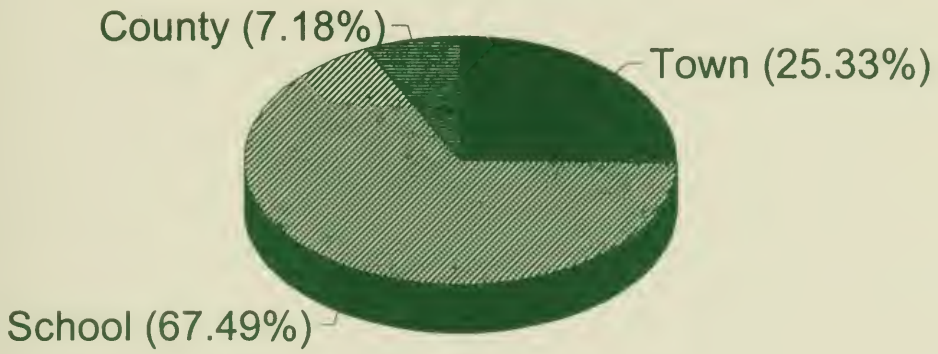






# 1996

Tax Rate \$ 27.99



TOWN MEETING SCHEDULE  
MIDDLE SCHOOL GYMNASIUM, MARCH 11, 1996  
Polls to open for voting 7:00 a.m. to 7:00 p.m.  
Business meeting at 7:30 p.m.

TOWN OFFICE HOURS

Monday-Friday 8:30 a.m. to 3:30 p.m. 464-3877  
Fax 464-4270  
E-Mail Hillsboro@conknet.com  
TOWN CLERK/TAX COLLECTOR 464-5571  
Monday - Friday 9:00 a.m. to 5:00 p.m.  
Tuesday 9:00 a.m. to 7:00 p.m.  
Last Saturday of every Month 10:00 a.m. to 12:00 noon.

SELECTMEN 464-3877  
Second, Fourth & Fifth Wednesdays  
By Appointment. Please call Town Office.

PLANNING BOARD 464-3877  
1st and 3rd Wednesdays at 7:30 p.m.

BOARD OF ADJUSTMENT 464-3877  
By Application.

CONSERVATION COMMISSION 464-3877  
2nd Wednesday at 7:00 p.m.

HEALTH AND WELFARE OFFICER 464-3877  
By Appointment.

YOUTH SERVICE OFFICE 464-5779  
SUPERVISORS OF THE CHECKLIST 464-3877  
WATER and SEWER COMMISSIONERS 464-3877  
Fourth Tuesday of each month.

WASTEWATER TREATMENT PLANT 464-5041  
LIBRARY 464-3595  
Monday & Friday 12:00 noon to 5:00 p.m.  
Tuesday & Thursday 9:30 a.m. to 8:00 p.m.  
Saturday 9:00 a.m. to 1:00 p.m.

VISITING NURSE 464-5939  
Medical Center 8.00 a.m. to 9:00 a.m.

EMERGENCY TELEPHONE NUMBERS 911  
POLICE 464-5512  
FIRE DEPARTMENT 464-3121

RESCUE SQUAD 464-3121