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2002 -2003 Annual

# HOOKSETT TOWN & SCHOOL REPORT

## CHANGING TIMES



Heritage Trail



Village School



David R. Cawley Middle School



Great Northern Tire & Alignment



Future Town Pond and Parkway



Robie's Country Store



Hooksett Crossing -Home Depot Construction

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# ABOUT THE FRONT COVER

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## ABOUT THE FRONT COVER: CHANGING TIMES.

The theme of this year's Annual Report is the changing times – symbolic of the constant and vast changes happening before our eyes. Here are a few photos of the past, present and future.

**Heritage Trail** is projected to be for hikers and joggers as a non-motorized trail. The Hooksett section will be located on Manchester Sand & Gravel's property running along the east side of the Merrimack River and the Boston & Maine Rail Road tracks starting at the Manchester city line to the Bow town line. This photo was taken in the area of Lehoux Drive and Petersbrook.

**Village School** was built in 1938 with additions in 1951, 1956 and 1968. Grades 4 and 5 will see their final school year in 2003/2004 then they will attend the renovated Memorial School. This past year there have been numerous meetings as to the future use of Village School. At this time, its future is unknown.

**David R. Cawley Middle School** is located at 89 Whitehall Road and will open its doors for the first time in September 2003.

**Great Northern Tire & Alignment** also known as Buffy's will be experiencing some road changes in the coming years by the State's Department of Transportation, on this section of Route 3.

**Future Town Pond and Parkway** currently owned and located on Manchester Sand and Gravel's property heading northeast from the sand and gravel office and scale house toward the Heads Pond area.

**Robie's Country Store** has been owned by the same family for over 115 years, the store closed for six years in hopes of reopening as a country store. It is now owned by an historic preservation corporation that leases the store to two proprietors who are running the business once again as a country store with a modern day country charm.

**Hooksett Crossing** – currently under construction **Home Depot** will be one of the new retail stores located off of I-93 at Exit 10. Several retail stores opened in the 2002-2003 year.

**Route 3 and Alice Avenue** has experienced increasing traffic, which has necessitated lane widening on that section of the well-traveled area. The Route 3 entrance from Manchester to Hooksett was in full construction as the fiscal year ended.

**Memorial School** had its last year for grades 6, 7 and 8 this past June. The addition is well underway for a 2004-2005 school season that will house grades 3, 4 and 5. With the growth the Town has been experiencing this is a welcome expansion of the school.

**River Village Adult Condos** located off of Lafond Ave. in Hooksett Village is a Development that was recently just a wooded area located near Village School and by the Merrimack River. It is now a housing development of 20 units for those who are 55 years of age and older.

**Windsor Terrace** recently a wooded area will soon be a 134 residential rental unit development off of Route 3A located just south of the Merrimack Heights Apartments.

**Hooksett Crossing - Exit 10 Development** was a gravel pit located off Interstate I-93 and is now the site of numerous retail stores and a restaurant. Currently built businesses are B. J.'s Wholesale Goods, Target, Kohl's, Staples and Wendy's and will be the future site of Bed, Bath & Beyond, Pay Less Shoes, Home Depot, and other undetermined developments to come.

**Sewer Department Compost Site.** What to do with the sludge from sewer treatment? Composting is a relatively innovative way to treat sludge and turn it into a beneficially useful product. Composting has been under trial this past year with an advanced composting process proposed.

Photography: Mary Ruel, Town Councilor  
Patricia Visbeck, Highway Department Administrative Assistant

Descriptions: Mary Ruel, Town Councilor  
Tina Paquette, Town Council Administrative Assistant

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# ANNUAL REPORT

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## OF COUNCIL, DEPARTMENTS, BOARDS, COMMITTEES, AND COMMISSIONS OF THE TOWN OF



# HOOKSETT

## NEW HAMPSHIRE

### FISCAL YEAR ENDING JUNE 30, 2003

POPULATION 12,000  
NET TAXABLE VALUATION: \$754,853,506  
TAX RATE, TOTAL: \$25.20 per thousand  
TOWN: \$7.53 per thousand  
SCHOOL DISTRICT: \$8.88 per thousand

STATE EDUCATION: \$5.96  
COUNTY: \$2.83 per thousand  
CENTRAL WATER PRECINCT: \$0.00  
VILLAGE WATER PRECINCT: \$0.00  
AREA: 36.3 square miles



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# HOOKSETT LIONS CLUB 2002 CITIZEN OF THE YEAR

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**FREDERICK W. BISHOP**

Frederick W. Bishop has served the Town of Hooksett in many ways. Some of his service includes Hooksett Men's Club Past President, Hooksett Memorial Booster Club, Underhill School PTO, Major Organizer of the new Hooksett Kiwanis Club, past member and Chairman of the Hooksett Police Commission. He has been actively involved in organizations of the Greater Manchester area such as The United Way, The Easter Seals Society, The Chamber of Commerce, Catholic Charities, St. Catherine's Church Council, The Business and Industry Association, the Council on Economic Education and many other organizations.

On behalf of the Citizens of Hooksett, the Hooksett Town Council thanks Frederick W. Bishop for the giving of his time on various committees, clubs and organizations and his devotion to the Town of Hooksett.

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# HOOKSETT LIONS CLUB 2003 CITIZEN OF THE YEAR

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**ROBERT W. SCHROEDER**

Robert W. Schroeder was instrumental in forming the Hooksett Commerce Alliance and has been a member of many organizations such as the Hooksett Chamber of Commerce, The Hooksett Men's Club, and Vice President of the New Hampshire Germanic Association. He is currently a member of the Heritage Trail Commission and the Solid Waste Management Advisory Board.

He has held various positions with the Lions Club such as Club President, Zone Chairman and Regional Chairman, District Governor – Zone 44N and he was the Recipient of the District 44N Lion of the Year Award. He co-chaired several Lions conventions and was active with the Lions Sight and Hearing Foundation.

Recently he gave much of his time toward the efforts of the preservation of Robie's Country Store. He is the President of Robie's Country Store Historic Preservation Corporation. He was instrumental in getting Robie's Country Store placed on the National Register of Historic Places and on the State Register of Historic Places.

In his spare time he travels around the state to various locations providing sound and lighting for the Hooksett Entertainers.

On behalf of the Citizens of Hooksett, the Hooksett Town Council thanks Robert W. Schroeder for the giving of his time on various committees, clubs, and organizations and his devotion to the Town of Hooksett.

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# TOWN WARRANT

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TO THE INHABITANTS OF THE TOWN OF HOOKSETT, NEW HAMPSHIRE, IN THE COUNTY OF MERRIMACK IN SAID STATE, QUALIFIED TO VOTE IN TOWN AFFAIRS.

YOU ARE HEREBY NOTIFIED TO MEET AT THE HOOKSETT MEMORIAL SCHOOL ON SATURDAY THE FIFTH OF APRIL IN THE YEAR TWO THOUSAND AND THREE AT 1:00 P.M. FOR THE FIRST SESSION OF THE TOWN MEETING TO DISCUSS AND AMEND, AS REQUIRED, WARRANT ARTICLES 3 THROUGH 34.

THE FINAL BALLOT VOTE FOR WARRANT ARTICLES WILL TAKE PLACE AT MEMORIAL SCHOOL ON TUESDAY, THE THIRTEENTH OF MAY IN THE YEAR TWO THOUSAND AND THREE. THE POLLS WILL BE OPEN FROM 6AM UNTIL 7PM.

## **Article #1**

To choose all necessary Town officers for the year ensuing.

## **Article #2**

*Are you in favor of Amendment #1*, as proposed by the Hooksett Planning Board, to amend the Hooksett Zoning Ordinance as follows: Article 23, Zone Boundaries, Definitions, is deleted from the Hooksett Zoning Ordinance and replaced with Article 23 Zone Boundaries, the zone boundaries for all districts within the Town of Hooksett are identified on a set of tax maps, which are on file with the Town Clerk?"

*Are you in favor of Amendment #2*, as proposed by the Hooksett Planning Board, to amend the Hooksett Zoning Ordinance as follows: Move the zone line on parcel Map 5, Lot 59, so that the entire parcel is High Density Residential, and none of it is Industrial?

*Are you in favor of Amendment #3*, as proposed by the Hooksett Planning Board, to amend the Hooksett Zoning Ordinance as follows: Amend Article 7, Elderly, Older Person, and Handicapped Housing, as follows: A) 7B.3.b) "Any multi-story building containing a complete dwelling unit(s) on each story shall have elevator service or "at grade" access to each dwelling unit?"

*Are you in favor of Amendment #4*, as proposed by the Hooksett Planning Board, to amend the Hooksett Zoning Ordinance as follows: Amend Article 7, Elderly, Older Person, and Handicapped Housing, as follows: A) 7B.3.f) "Within any elderly or older person housing developments, a minimum of ten (10) percent of the dwelling units shall be compliant with the requirements of the Americans with Disabilities Act (ADA)?"



*Are you in favor of Amendment #5*, as proposed by the Hooksett Planning Board, to amend the Hooksett Zoning Ordinance as follows: Amend Article 20, Signs, by inserting G.3.c., All political advertising signs shall, at all times, be in complete compliance with applicable State and Federal laws regulating same?"

*Are you in favor of Amendment #6*, as submitted by petition, to amend the following Article of the Town of Hooksett Zoning Ordinance, Article 8, Cluster Housing, with the following changes: Section A.2. Where Allowed, would be changed to read: "The provisions of this Article shall apply to the low, medium density residential districts, MUD-2 District, as noted in Article 13, and MUD-5 District, as noted in Article 16." Section B.3. Water and Sewerage Disposal would be changed to read: All dwelling units shall be connected to the municipal water system, (Hooksett Village Water Precinct, Central Hooksett Water Precinct, or Manchester Water Precinct, etc.) within those franchise area the proposed development is located and to the municipal sewerage system operated by the Town of Hooksett. Alternatively, all dwelling units shall be serviced by on-site wells and septic systems." Section C.2. The first sentence would be changed to read: "Public Water and Sewerage and private on-site well and septic systems shall be designed and installed in accordance with local and State standards, and be located within the rights-of-way of the internal street system where practicable or in designated utility easements." Section C.9. Will be added to Article 8 and shall read: "The minimum acreage allowable for a cluster development is 10 acres?"

**Recommended by the Hooksett Planning Board**

*Are you in favor of Amendment #7*, as submitted by petition, to see if the Town will vote in favor of amending the zoning district by changing the zoning of the land as follows: Land along the Merrimack River and Edgewater Drive described as Town of Hooksett Tax Map 005 lots 55 and 56, together consisting of approximately 3 acres. Where these lots abut the Merrimack River, a wetland/aquifer area, a Medium Density Residential district and all of the homes in this area are residential style homes, a residential use may have far less impact than an industrial use in this sensitive area. Amend the zoning from Industrial to Medium Density residential?

**Recommended by the Hooksett Planning Board**

*Are you in favor of Amendment #8*, as submitted by petition, to amend Article 23, Sections B and D of the Hooksett Zoning Ordinance to change the Zoning District designation of a portion of Map 35, Lot 7 from the Commercial District to the Medium Density Residential District? That portion of said Map 35, Lot 7 to be re-zoned under this amendment being bounded and described to wit: Beginning at a point forming the southwesterly corner of the described parcel; thence running S71-04-50E a distance of 1,169.64' to a point; thence, turning and running S78-25-32E a distance of 753.61' to a point; thence, turning and running N06-12-18W a distance of 599.62' to a point; thence, turning and running N06-27-03W a distance of 62.13' to a point; thence, turning and running S83-32-57W a distance of 400.00' to a point; thence, turning and running N88-28-32W a distance of 193.60' to a point; thence, turning and running N72-42-27W a distance of 569.87' to a point; thence, turning and running N77-25-22W a distance of 323.00' to a point; thence, turning and running N34-44-19W a distance of 743.47' to a

point; thence, turning and running S74-00-05W a distance of 90.67' to a point; thence, turning and running S11-35-11E a distance of 934.10' to the point of beginning. Said portion of Map 35, Lot 7 to be re-zoned containing 23.9 acres, more or less."

**Not Recommended by the Hooksett Planning Board**

*Are you in favor of Amendment #9, as submitted by petition, to amend the following Article of the Town of Hooksett Zoning Ordinance, Article 3, paragraph P. as follows: "In any district where gasoline filling stations are allowed, the lot on which any new gasoline filling station is to be situated shall be located at least 3,000 feet from any lot on which there is an existing station?"*

**Not Recommended by the Hooksett Planning Board**

**Article #3**

Shall the Town approve the charter amendment reprinted below?

A) Shall the Town approve the charter amendment reprinted below?

**YES**

**NO**

Amend Article 4 (Administration of Government) Section. 4.3 (Reprimand or Removal from Office) to read: "The Administrator may be reprimanded or removed for cause by the affirmative vote of at least five (5) members of the Council."

Amend Article 4 (Administration of Government) Section 4.6.A. (Disciplinary Action) to read: "The Administrator, for just cause, may suspend or dismiss said officers or other department heads or take other appropriate disciplinary action. Said suspension, dismissal or other disciplinary action shall be effected only upon the Administrator's presentation to the said officer or department head of written specification of the reasons therefore. The said department head or officer involved may within five (5) days demand a hearing before the Council. The Administrator may suspend said officer or department head from duty during said period with or without pay. Such hearing shall be either private or public, allowed under RSA Chapter 91-A, at the aggrieved party's request. The Council, by a vote of the majority, may override the Administrator's decision. By a vote of the majority, the Council may direct the administrator to dismiss or suspend any officer or department head."

Amend Article 4 (Administration of Government) Section 4.7 (Non-Interference with Town Administration) to read: "Except as expressly provided elsewhere in this Charter, no councilor shall direct or request the appointment of any person to office or employment; removal; suspension; discipline; or adjustment in pay, benefits, or working condition; by the Administrator of any of the town department heads. However, nothing in this charter shall be construed to prohibit the council, as a body, from exercising any powers granted to it by statute or

charter. Furthermore the council may, by majority vote, overrule any action or lack of action normally under the control of the administrator. Councilors may act as liaison with the Administrator on behalf of their constituents.

No Councilor shall give orders to or interfere with the performance of the duties of any of the administrative officers or employees, either publicly or privately except that the council chairman may direct any employee who is charged with assisting in the conduct of council business. Nothing contained in this section shall prohibit the Council from meeting with the Administrator to discuss the operation or conduct of any department head or employee and to recommend an investigation and report by the Administrator of any complaint nor shall anything in this section be deemed to prohibit any councilor and/or any employee from discussing the operations of the town government. Any violation of the provisions of this section by a Councilor shall constitute grounds for forfeiture of office under the provisions of Sec. 3.2. "

#### **Article #4**

To see if the Town will vote to approve the cost items in the collective bargaining agreement reached between the Hooksett Police Commission and the Hooksett Police Union which calls for the following increases in salaries and benefits:

<u>Fiscal Year</u>	<u>Salaries</u>	<u>Benefits</u>
2003-04	\$ 98,157.80	\$ 10,928.65
2004-05	\$ 78,169.08	\$ 8,812.25
2005-06	\$ 67,799.34	\$ 7,822.57

And further to raise and appropriate the sum of \$ 109,086.45 (one hundred and nine thousand and eighty-six and 45/100 dollars) for the 2003-04 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those appropriations at current staffing levels paid in the prior fiscal year.

#### **RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

#### **Article #5**

Shall the Town, if Article #4 is defeated, authorize the Town Council to call one special meeting, at its option, to address Article #4 cost items only per RSA 31:5,III.

#### **Article #6**

Shall the Town of Hooksett raise and appropriate as an operating budget, not including appropriations by special warrant articles, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$11,305,299? Should this article be defeated, the operating budget shall be \$10,842,542, which is the same as last year, with certain adjustments required by previous action of the Town of Hooksett or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a

revised operating budget only. Note: This Article does not include special warrant articles #4 nor #5 and does not include articles #7 through #34.

**RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

**Article #7**

To see if the Town will vote to raise and appropriate the sum of \$179,899 (One hundred seventy-nine thousand eight hundred and ninety-nine dollars) for the salaries, benefits and other initial costs of five (5) new full-time police officers. The officers will be hired in the last six months of the 2003-04 fiscal year.

<u>Fiscal Year</u>	<u>Salaries</u>	<u>Benefits</u>	<u>Other</u>
2003-04	\$113,734	\$41,948	\$24,217

**RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

**Article #8**

To see if the Town will vote to raise and appropriate the sum of \$70,248 (seventy thousand two hundred forty-eight dollars) for pay increases for non-union Town personnel. The pay increase will include a 2% cost of living adjustment and a potential merit increase based on a performance evaluation averaging an additional 2% depending on funding.

**RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

**Article #9**

To see if the Town will vote to raise and appropriate the sum of \$41,600 (forty-one thousand six hundred dollars) for the salary, benefits and related costs of a part-time building inspector/code enforcement officer.

**RECOMMENDED BY TOWN COUNCIL, NOT RECOMMENDED BY BUDGET COMMITTEE**

**Article #10**

To see if the Town will vote to authorize the Council to enter into a ten year lease/purchase agreement for the purpose of purchasing a new or remanufactured Quint Multi Purpose Fire Truck and to raise and appropriate the sum of \$87,416 (eighty-seven thousand four hundred sixteen dollars) as the first year's payment. This is a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the truck is delivered and accepted.

**RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL, NOT RECOMMENDED BY BUDGET COMMITTEE**

### **Article #11**

To see if the Town will vote to authorize the Council to enter into a five year lease/purchase agreement for the purpose of purchasing a combination vacuum/sweeper truck and to raise and appropriate the sum of \$32,321 (thirty-two thousand three hundred twenty-one dollars) as the first year's payment. This is a non-lapsing appropriation per RSA 32:7,VI and will not lapse until the truck is delivered and accepted.

**RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL, NOT RECOMMENDED BY BUDGET COMMITTEE**

### **Article #12**

To see if the Town will vote to authorize the Council to enter into a five year lease/purchase agreement for the purpose of purchasing a Packer Truck and to raise and appropriate the sum of \$30,000 (thirty thousand dollars) as the first year's payment. This is a non-lapsing appropriation per RSA 32:7,VI and will not lapse until the truck is delivered and accepted.

**RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

### **Article #13**

To see if the Town will vote to raise and appropriate the sum of \$40,000 (forty thousand dollars) for Transportation Impact Fees Analysis. This will be a non-lapsing account per RSA 32:3, VI and will not lapse for five years or until project is completed whichever is less.

**RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

### **Article #14**

To see if the Town will vote to raise and appropriate the sum of \$20,000 (twenty thousand dollars) to purchase a vehicle for the Town Administrator.

**RECOMMENDED BY TOWN COUNCIL, NOT RECOMMENDED BY BUDGET COMMITTEE**

### **Article #15**

To see if the Town will vote to raise and appropriate the sum of \$44,500 (forty-four thousand five hundred dollars) to purchase and install a vehicle exhaust ventilation system for Fire Station One.

**RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

### **Article #16**

To see if the Town will vote to raise and appropriate the sum of \$85,000 (eighty-five thousand dollars) with \$60,000 (sixty thousand dollars) from the Capital Improvement Fund, and \$25,000 (twenty-five thousand dollars) from current year taxation to purchase a six-wheel dump truck with plow and sander for the Highway Department.

**RECOMMENDED BY TOWN COUNCIL, NOT RECOMMENDED BY BUDGET COMMITTEE**

### **Article #17**

To see if the Town will vote to raise and appropriate the sum of \$47,000 (forty-seven thousand dollars) to complete Phase II & III of the Town's Geographic Information System. This will be a non-lapsing account per RSA 32:3, VI and will not lapse for five years or until project is completed whichever is less.

**RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

### **Article #18**

To see if the Town will vote to raise and appropriate the sum of \$39,500 (thirty-nine thousand five hundred dollars) from the Capital Improvement Fund for the purchase of a vehicle weigh scale for the transfer station, with no funds from current year taxation.

**RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

### **Article #19**

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of building containment shed(s) for recyclables at the transfer station and to raise and appropriate the sum of \$20,000 (twenty thousand dollars) to be placed in said fund, and to name the Town Administrator as agent to expend, to comply with the Environmental Protection Agency's National Pollutant Discharge Elimination System (NPDES) Storm Water Phase II Rules.

**RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL, NOT RECOMMENDED BY BUDGET COMMITTEE**

### **Article #20**

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of purchasing a Forestry Truck with a skid unit for the Fire Department and to raise and appropriate the sum of \$29,600 (twenty-nine thousand six hundred dollars) to be placed in said fund, and to name the Town Administrator as agent to expend.

**RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

**Article #21**

To see if the Town will vote to raise and appropriate the sum of \$10,000 (ten-thousand dollars) to be placed in the Parks and Recreation Facilities Development Fund already established.

**RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

**Article #22**

To see if the Town will vote to raise and appropriate the sum of \$34,160 (Thirty-four thousand one hundred sixty dollars) to be placed in the Fire Department's Air Packs and Bottles Capital Reserve Fund already established. This is year four of a five-year program to meet the mandatory replacement of air packs and air bottles.

**RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

**Article #23**

To see if the Town will vote to raise and appropriate the sum of \$16,600 (sixteen thousand six hundred dollars) to be placed in the Transfer Station Live Bottom Trailer Capital Reserve Fund already established.

**RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

**Article #24**

To see if the Town will vote to raise and appropriate the sum of \$50,000 (fifty thousand dollars) to be placed in the Town Hall Computer Development Capital Reserve Fund, already established.

**RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL, NOT RECOMMENDED BY BUDGET COMMITTEE**

**Article #25**

To see if the Town will vote to raise and appropriate the sum of \$25,160 (twenty-five thousand one hundred sixty dollars) to be placed in the Emergency Radio Communication System Capital Reserve Fund, already established.

**RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

**Article #26**

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the replacement and/or refurbishing and all architectural, design and engineering of the heating/ventilation/air conditioning unit at the Library; said fund to be called the HVAC System Development Capital Reserve Fund and to raise and appropriate the sum of \$20,000 (twenty thousand dollars) to be placed in said fund, and to name the Library Trustees as agent to expend.

**RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

**Article #27**

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for engineering and construction funding for improvements to the U.S. Route 3 Corridor bounded by Alice Ave to the South and Benton Road to the North, and to raise and appropriate the sum of \$25,000 (twenty-five thousand dollars) to be placed in said fund, and to name the Town Administrator as agent to expend. These funds may also be used to supplement federal or state funding for the same purpose.

**RECOMMENDED BY TOWN COUNCIL, NOT RECOMMENDED BY BUDGET COMMITTEE**

**Article #28**

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for engineering, appraisal, and legal services necessary to layout and acquire the right of way (ROW) from W. Alice Ave. to the southern terminus of the Manchester Sand and Gravel proposed grant of ROW required to complete the proposed Parkway shown in the Town Master Plans and to raise and appropriate the sum of \$25,000 (twenty-five thousand dollars) to be placed in said fund, and to name the Town Administrator as agent to expend. These funds may also be used to supplement federal or state funding for the same purpose.

**RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

**Article #29**

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the development of architectural and engineering plans of a Town Center Building and to raise and appropriate the sum of \$20,000 (twenty thousand dollars) to be placed in said fund, and to name the Town Administrator as agent to expend.

**RECOMMENDED BY TOWN COUNCIL, NOT RECOMMENDED BY BUDGET COMMITTEE**



### **Article #30**

To see if the Town will vote to discontinue the Fire 5" Large Diameter Hose Capital Reserve Fund. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the town's general fund. January 31, 2003 balance was \$204.43.

**RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

### **Article #31**

To see if the Town will vote to discontinue the Police Computer File Server Capital Reserve Fund. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the town's general fund. January 31, 2003 balance was \$22,980. Passage of this article is contingent upon an affirmative vote of Article #32.

**RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

### **Article #32**

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of replacing and/or purchasing equipment/components for the police computer system; said fund to be called the Police Computer System Development Capital Reserve Fund and to raise and appropriate the sum of \$40,580 (forty thousand five hundred eighty dollars) to be placed in said fund with up to \$22,980 (twenty-two thousand nine hundred eighty dollars) from fund balance (surplus) and \$17,600 (seventeen thousand six hundred dollars) to be raised from current year taxation and to name the Police Commission as agent to expend. Passage of this article is contingent upon an affirmative vote of Article #31.

**RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

### **Article #33**

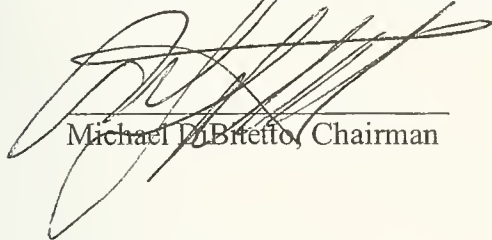
"Shall we adopt the provisions of RSA 31:95-c to restrict 100% of all revenues generated at the Hooksett Solid Waste Department to include, but not limited to, municipal solid waste tipping fees, demolition tipping fees, all recycling receipts, and the sale of any items or materials from that facility, to expenditures for the purpose of funding Hooksett's solid waste disposal? Such revenues and expenditures shall be accounted for in a special revenue fund to be known as the Hooksett Solid Waste Disposal Fund, separate from the General Fund. Any surplus in said fund shall not be deemed part of the General Fund accumulated surplus, and shall be expended only after a vote by the legislative body, to appropriate a specific amount from said fund, for a specific purpose related to the purpose of the fund or source of the revenue. "The provisions of RSA 31:95-c shall apply upon passage". Passage of this article is contingent upon an affirmative vote of Article #34.

**Article #34**

Shall we rescind the provisions of RSA 31:95c to restrict revenues from municipal solid waste tipping fees, demolition tipping fees, and recycling receipts to expenditures for the purpose of funding the Hooksett's Capital Improvement Program? Such revenues and expenditures shall be accounted for in a special revenue fund to be known as the Hooksett Capital Improvement Fund, separate from the General Fund. Any surplus in said fund shall not be deemed part of the general fund accumulated surplus and shall be expended only after a vote by the legislative body, hereby known as the Budgetary Town Meeting, to appropriate a specific amount from said fund or source of revenue." The provisions of RSA 31:95c shall apply upon passage. Passage of this article is contingent upon an affirmative vote of Article #33.

GIVEN UNDER OUR HANDS AND SEAL THIS 17<sup>TH</sup> DAY OF MARCH IN THE YEAR OF OUR LORD, TWO THOUSAND AND THREE.

ON BEHALF OF THE ENTIRE HOOKSETT TOWN COUNCIL:

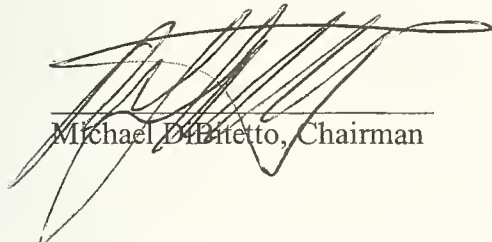


Michael DiBietto, Chairman

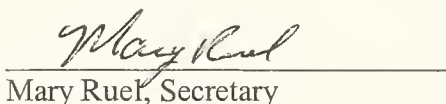


Mary Ruel, Secretary

A TRUE COPY OF WARRANT – ATTEST:



Michael DiBietto, Chairman



Mary Ruel, Secretary

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL SERVICES DIVISION  
P.O. BOX 487, CONCORD, NH 03302-0487  
(603)271-3397



BUDGET OF THE TOWN/CITY

OF: TOWN OF HOOKSETT

BUDGET FORM FOR TOWNS WHICH HAVE ADOPTED  
THE PROVISIONS OF RSA 32:14 THROUGH 32:24

Appropriations and Estimates of Revenue for the Ensuing Year January 1, \_\_\_\_\_ to December 31, \_\_\_\_\_  
or Fiscal Year From JULY 2003 to JUNE 2004

IMPORTANT:

Please read RSA 32:5 applicable to all municipalities.

1. Use this form to list the entire budget in the appropriate recommended and not recommended area. This means the operating budget and all special and individual warrant articles must be posted.
2. Hold at least one public hearing on this budget.
3. When completed, a copy of the budget must be posted with the warrant. Another copy must be placed on file with the town clerk, and a copy sent to the Department of Revenue Administration at the above address.

We Certify This Form Was Posted on (Date): \_\_\_\_\_

**BUDGET COMMITTEE**

*Please sign in ink*

Bye N. Miller  
Joe Mitchell  
Donald A. Dufford  
Charles J. Humphreys  
Heather Keagney  
Tommy Stewart

Legend O'Brien  
[Signature]  
Stephen B. Howell  
[Signature]

THIS BUDGET SHALL BE POSTED WITH THE TOWN WARRANT

Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3, V)	WARR. ART.#	Appropriations		Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS		BUDGET COMMITTEE'S APPROPRIATIONS	
			Approved by DRA	As		RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED

2002/03 2001/02

GENERAL GOVERNMENT

4130-4139	Executive		238,635		237,352	293,891	63,777	289,121	3,770
4140-4149	Election, Reg. & Vital Statistics		6,279		9,605	12,350		12,350	-
4150-4151	Financial Administration		92,473		94,277	100,494	2,084	100,494	-
4152	Revaluation of Property		120,030		152,948	123,903	46,599	123,903	-
4153	Legal Expense		54,500		91,213	63,500	9,000	41,501	21,999
4155-4159	Personnel Administration								
4191-4193	Planning & Zoning		133,837		134,908	146,203	109,084	141,301	4,902
4194	General Government Buildings		305,561		237,159	372,378	43,727	366,378	6,000
4195	Cemeteries		2,041		350	4,041		2,041	2,000
4196	Insurance		1,580,910		1,217,666	1,734,639	85,364	1,734,639	-
4197	Advertising & Regional Assoc.		33,572		34,344	37,923	-	36,923	1,000
4199	Other General Government		200,043		177,739	184,449	9,406	184,449	-

PUBLIC SAFETY

4210-4214	Police		1,644,117		1,630,009	1,749,797	137,951	1,749,797	-
4215-4219	Ambulance		52,575		52,575	60,461		60,461	-
4220-4229	Fire		1,584,176		1,487,078	1,779,486	230,389	1,770,433	9,053
4240-4249	Building Inspection		93,696		94,389	96,386	40,052	92,886	3,500
4290-4298	Emergency Management		5,264		3,926	27,320	2,700	27,320	-
4299	Other (Including Communications)		412,860		365,234	456,443		456,443	-

AIRPORT/AVIATION CENTER

4301-4309	Airport Operations								
-----------	--------------------	--	--	--	--	--	--	--	--

HIGHWAYS & STREETS

4311	Administration								
4312	Highways & Streets		948,636		889,657	1,008,279	85,330	1,009,999	(1,720)
4313	Bridges								

Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3, V)	WARR. ART. #	Appropriations		SECTION'S APPROPRIATIONS		BUDGET COMMITTEE'S APPROPRIATIONS	
			Prior Year As Approved by DRA	Actual Expenditures Prior Year	RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED

2002/03            2001/02           

HIGHWAYS & STREETS cont.								
Acct. #	Street Lighting	45,000	42,363	45,000		45,000	45,000	-
4319	Other							

SANITATION								
Acct. #	Administration	83,215	74,160	86,648	2,246	86,648	86,648	-
4323	Solid Waste Collection							
4324	Solid Waste Disposal	633,662	520,941	646,178	7,194	646,178	646,178	-
4325	Solid Waste Clean-up							
4326-4329	Sewage Coll. & Disposal & Other							

WATER DISTRIBUTION & TREATMENT								
Acct. #	Administration							
4331	Administration							
4332	Water Services							
4335-4339	Water Treatment, Conserv. & Other							

ELECTRIC								
Acct. #	Admin. and Generation							
4351-4352	Admin. and Generation							
4353	Purchase Costs							
4354	Electric Equipment Maintenance							
4359	Other Electric Costs							

HEALTH/WELFARE								
Acct. #	Administration	1,200	1,200	2,400		2,400	2,400	-
4411	Administration							
4414	Pest Control							
4415-4419	Health Agencies & Hosp. & Other							
4441-4442	Administration & Direct Assist.	50,000	88,148	90,000		90,000	90,000	-
4444	Intergovernmental Welfare Pymnts							
4445-4449	Vendor Payments & Other							

Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3, V)	WARR. ART. #	Appropriations		Actual Expenditures	SELECTMEN'S APPROPRIATIONS		BUDGET COMMITTEE'S APPROPRIATIONS	
			Prior Year As Approved by DBA	Prior Year		ENSURING FISCAL YEAR RECOMMENDED	NOT RECOMMENDED	ENSURING FISCAL YEAR RECOMMENDED	NOT RECOMMENDED

CULTURE & RECREATION									
2002/03									
XXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX									
4520-4529	Parks & Recreation		144,351	128,912	128,912	135,578		132,578	3,000
4550-4559	Library		299,370	299,370	299,370	321,217		316,717	4,500
4583	Patriotic Purposes		1,750	1,750	1,750	1,750		1,750	-
4589	Other Culture & Recreation		15,000	16,396	16,396	13,000	3,000	12,000	1,000

CONSERVATION									
XXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX									
4611-4612	Admin. & Purch. of Nat. Resources		6,877	6,877	6,877	7,002	119	7,002	-
4619	Other Conservation					-		-	
4631-4632	REDEVELOPMENT & HOUSING					-		-	
4651-4659	ECONOMIC DEVELOPMENT		5,000	-	-	5,000	5,000	5,000	-

DEBT SERVICE									
XXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX									
4711	Princ. - Long Term Bonds & Notes		549,200	240,000	240,000	549,200		549,200	-
4721	Interest-Long Term Bonds & Notes		235,936	108,916	108,916	170,701		170,701	-
4723	Int. on Tax Anticipation Notes					28,125		1	28,124
4790-4799	Other Debt Service					-		-	

CAPITAL OUTLAY									
XXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX									
4901	Land					-		-	
4902	Machinery, Vehicles & Equipment		231,207	86,427	86,427	155,655	324,000	155,655	-
4903	Buildings					-		-	
4909	Improvements Other Than Bldgs.					-		-	

OPERATING TRANSFERS OUT									
XXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX									
4912	To Special Revenue Fund					-		-	
4913	To Capital Projects Fund					-		-	
4914	To Enterprise Fund					-		-	
	Sewer-		825,525	730,724	730,724	885,030		885,030	-
	Water-					-		-	

1 2 3 4 5 6 7 8 9

ACCT. #	PURPOSE OF APPROPRIATIONS (RSA 32:3.V)	WARR. ART.#	APPROPRIATIONS		SELECTMEN'S APPROPRIATIONS		BUDGET COMMITTEE'S APPROPRIATIONS		
			Prior Year As Approved by DRA	Actual Expenditures Prior Year	RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED	
OPERATING TRANSFERS OUT cont.									
	Electric-								
	Airport-								
4916	To Capital Reserve Fund								
4916	To Exp.Tr.Fund-except #4917								
4917	To Health Maint. Trust Funds								
4918	To Nonexpandable Trust Funds								
4919	To Agency Funds								
SUBTOTAL 1			10,646,499	9,255,519	11,394,427	1,207,022	11,305,299	90,120	

If you have a line item of appropriations from more than one warrant article, please use the space below to identify the make-up of the line total for the ensuing year.

Acct. #	Warr. Art. #	Amount	Acct. #	Warr. Art. #	Amount





**Town of Hooksett**

03/07/2003

Special Warrant Articles

Acct #	Purpose of Approp.	WA #	Approp 2002-03	Actual Expenditures 2001-2002	Selectman's Appropriation Fiscal Year 2003-04		Budget Committee's App. Fiscal Year 2003-04	
					Recomm	Not Rec.	Recomm	Not Rec.
<u>Special Warrant Articles</u>								
	TIF District bond for re-construct of portion of Rt. 3A	4		-				
	Sewer for S. Elmer Ave & Francis Ave. (Petition)	5		-				
	Revaluation Cap. Reserve	20		80,000				
	Permanent Record Archiving	22		10,000				
	Air Conditioning Unit at Library	19		10,000				
	Police Computer File Server	16		11,000				
	Tractor Trailer Truck Cap. Res.	23		30,000				
	Fire Radio System	17		40,000				
	5" LD Hose	12		18,667				
	Scott Air Packs	18		34,160				
	Sewer Construction etc. bond	4	3,500,000					
	Computer System for T.H.	8	25,000					
	Revaluation	9	100,000					
	Permanent Record Archiving	10	20,000					
	Emergency Radio System	13	52,000					
	Parks Facilities Dev. Fund	16	10,000					
	Transfer Live Bottom Trailer	17	16,600					
	Scott Air Packs	18	34,160					
	Fire Radio Replacement	23	40,000					

Special Warrant Articles

Acct #	Purpose of Approp.	WA #	Approp 2002-03	Actual Expenditures 2001-2002	Selectman's Appropriation Fiscal Year 2003-04		Budget Committee's App. Fiscal Year 2003-04	
					Recomm	Not Rec.	Recomm	Not Rec.
	Computer System at T.H.				50,000			50,000
	Emergency Radio Communication				25,160		25,160	
	Scott Air Pakcs				34,160		34,160	
	Forestry #1				29,600		29,600	
	A & E for Municipal Center Fund				20,000			20,000
	HVAC fund for library				20,000		20,000	
	Parks Facilities Dev. Fund				10,000		10,000	
	Police Computer System				40,580		40,580	
	Solid Waste Live Bottom Trailer				16,600		16,600	
	Containment/Enclosures for storage				20,000			20,000
	Route 3 Corridor Improvement Fund				25,000			25,000
	Alternate Route 3 Establishment Fund				25,000		25,000	
	<b>Sub Total 2 Recommended</b>		<b>3,797,760</b>	<b>233,827</b>	<b>316,100</b>		<b>201,100</b>	<b>115,000</b>

Individual Warrant Articles

Acct #	Purpose of Approp.	WA #	Approp 2002-03	Actual Expenditures 2001-2002	Selectman's Appropriation		Budget Committee's App.	
					Fiscal Year 2003-04 Recomm	Not Rec.	Fiscal Year 2003-04 Recomm	Not Rec.
	Fire Dept. Computer System	15		23,084				
	Quint Multi Purpose Apparatus	8		-				
	Transfer 4x4 Pickup Truck	21		18,515				
	Parks Dump Body Truck with plow	25		38,523				
	Highway Sanders (2)	9		15,000				
	Highway 4x4 Pickup Truck	10		24,895				
	Forestry 4x4 Pickup Truck with Skid	11		46,781				
	Large 6 Wheel Plow Truck	13		74,979				
	3% Merit Raise for nonunion	6		27,267				
	3 Police Cruisers	7		75,000				
	Fire Union Contract	5	226,749					
	Large 6 Wheeler for Highway	28	85,000					
	Master Plan	29	60,000					
	CO & NO2 sensors for Fire Dept	31	17,000					
	AED Defibrillators (5) for Police	32	28,600					
	A & E for Air Conditioning at Library	34	15,000					

Individual Warrant Articles

Acct #	Purpose of Approp.	WA #	Approp 2002-03	Actual Expenditures 2001-2002	Selectman's Appropriation Fiscal Year 2003-04		Budget Committee's App. Fiscal Year 2003-04	
					Recomm	Not Rec.	Recomm	Not Rec.
	Police Union Contract				109,086		109,086	
	COLA & Merit Raises				70,248		70,248	
	Assistant Building Inspector				41,600			41,600
	Transportation Fiscal Impact Fees				40,000		40,000	
	Administration Vehicle				20,000			20,000
	Exhaust Ventilation at Station #1				44,500		44,500	
	6 Wheel Dump Truck				85,000			85,000
	GIS Upgrade				47,000		47,000	
	Packer Lease				30,000		30,000	
	Vehicle Scale at Solid Waste Dept.				39,500		39,500	
	5 New Police Officers				179,899		179,899	
	Vacuum Sweeper Lease				32,321			32,321
	Quint/Tower #2 lease				87,416			87,416
	<b>Sub Total 3 Recommended</b>		<b>432,349</b>	<b>344,044</b>	<b>826,570</b>		<b>560,233</b>	<b>266,337</b>
	<b>Total of Special &amp; Individual Warrant</b>		<b>4,230,109</b>	<b>577,871</b>	<b>1,142,670</b>		<b>761,333</b>	<b>381,337</b>

1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR ART.#	Estimated Revenues Prior Year	Actual Revenues Prior Year	ESTIMATED REVENUES ENSUING YEAR
<b>TAXES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3120	Land Use Change Taxes				
3180	Resident Taxes				
3185	Timber Taxes				
3186	Payment in Lieu of Taxes				
3189	Other Taxes			3,053	
3190	Interest & Penalties on Delinquent Taxes		125,000	179,945	180,000
	Inventory Penalties				
3187	Excavation Tax (\$.02 cents per cu yd)				
3188	Excavation Activity Tax			18,508	
<b>LICENSES, PERMITS &amp; FEES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3210	Business Licenses & Permits				
3220	Motor Vehicle Permit Fees		2,200,000	2,541,046	2,530,000
3230	Building Permits		100,000	99,722	95,000
3290	Other Licenses, Permits & Fees		45,000	9,948	10,000
3311-3319	FROM FEDERAL GOVERNMENT			9,183	
<b>FROM STATE</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3351	Shared Revenues		424,828	460,870	450,000
3352	Meals & Rooms Tax Distribution				
3353	Highway Block Grant		169,446	157,749	160,000
3354	Water Pollution Grant				
3355	Housing & Community Development				
3356	State & Federal Forest Land Reimbursement		1,484	781	1,000
3357	Flood Control Reimbursement				
3359	Other (Including Railroad Tax)		5,054	2,015	2,000
3379	FROM OTHER GOVERNMENTS				
<b>CHARGES FOR SERVICES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3401-3406	Income from Departments		154,000	293,635	297,000
3409	Other Charges				
<b>MISCELLANEOUS REVENUES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3501	Sale of Municipal Property				
3502	Interest on Investments		125,000	124,958	130,000
3503-3509	Other		77,000	300,219	71,000
<b>INTERFUND OPERATING TRANSFERS IN</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3912	From Special Revenue Funds				347,000
3913	From Capital Projects Funds		138,600	100,000	99,500

1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR. ART.#	Estimated Revenues Prior Year	Actual Revenues Prior Year	ESTIMATED REVENUES ENSUING YEAR
INTERFUND OPERATING TRANSFERS IN cont.			XXXXXXXX	XXXXXXXX	XXXXXXXX
3914	From Enterprise Funds				
	Sewer - (Offset)		825,525	730,724	885,030
	Water - (Offset)				
	Electric - (Offset)				
	Airport - (Offset)				
3915	From Capital Reserve Funds		130,597		204
3916	From Trust & Agency Funds		5,000	7,055	5,000
OTHER FINANCING SOURCES			XXXXXXXX	XXXXXXXX	XXXXXXXX
3934	Proc. from Long Term Bonds & Notes		3,500,000		
	Amts VOTED From F/B ("Surplus")		-		22,980
	Fund Balance ("Surplus") to Reduce Taxes		500,000	1,037,000	1,000,000
TOTAL ESTIMATED REVENUE & CREDITS			8,526,534	6,076,391	6,285,714

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

	SELECTMEN'S RECOMMENDED BUDGET	BUDGET COMMITTEE'S RECOMMENDED BUDGET
SUBTOTAL 1 Appropriations Recommended (from page 5)	11,394,427	11,305,299
SUBTOTAL 2 Special Warrant Articles Recommended (from page 6)	316,100	201,100
SUBTOTAL 3 "Individual" Warrant Articles Recommended (from page 6)	826,570	560,233
TOTAL Appropriations Recommended	12,537,097	12,066,632
Less: Amount of Estimated Revenues & Credits (from above, column 6)	6,285,714	6,285,714
Estimated Amount of Taxes to be Raised	6,251,383	5,780,918

Maximum Allowable Increase to Budget Committee's Recommended Budget per RSA 32:18: \$1,361,422

(See Supplemental Schedule With 10% Calculation)

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# AUDITOR'S REPORT

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TOWN OF HOOKSETT,  
NEW HAMPSHIRE

FINANCIAL STATEMENTS  
AND SUPPLEMENTAL SCHEDULES

JUNE 30, 2002



TOWN OF HOOKSETT, NEW HAMPSHIRE

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# PLODZIK & SANDERSON

*Professional Association/Accountants & Auditors*

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX-224-1380

## *INDEPENDENT AUDITOR'S REPORT*

To the Members of the Town Council  
Town of Hooksett  
Hooksett, New Hampshire

We have audited the accompanying general purpose financial statements of the Town of Hooksett as of and for the year ended June 30, 2002 as listed in the table of contents. These general purpose financial statements are the responsibility of the Town's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The general purpose financial statements referred to above do not include the general fixed assets account group which should be included in order to conform with accounting principles generally accepted in the United States of America. As is the case with most municipal entities in the State of New Hampshire, the Town of Hooksett has not maintained historical cost records of its fixed assets. The amount that should be recorded in the general fixed assets account group is not known.

In our opinion, except for the effect on the financial statements of the omission described in the preceding paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Hooksett, as of June 30, 2002, and the results of its operations and the cash flows of its proprietary fund types and nonexpendable trust funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements of the Town of Hooksett taken as a whole. The combining and individual fund financial statements listed as schedules in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Town of Hooksett. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

*Plodzik & Sanderson  
Professional Association*

September 26, 2002

*GENERAL PURPOSE FINANCIAL STATEMENTS*

*EXHIBIT A*  
*TOWN OF HOOKSETT, NEW HAMPSHIRE*  
*Combined Balance Sheet*  
*All Fund Types and Account Group*  
*June 30, 2002*

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<u>ASSETS AND OTHER DEBITS</u>	<u>Governmental Fund Types</u>		
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Project</u>
<u>Assets</u>			
Cash and Equivalents	\$ 6,560,321	\$ 126,120	\$
Investments	1,956,824	327,588	
<u>Receivables (Net of</u>			
<u>Allowance For Uncollectible)</u>			
Taxes	4,399,590		
Accounts	4,051		
Intergovernmental			
Interfund Receivable	24,884	213,032	2,373
Elderly Tax Liens	170,397		
Elderly Tax Liens Reserved Until Collected	(170,397)		
Prepaid Items			
Fixed Assets			
Accumulated Depreciation			
<u>Other Debits</u>			
Amount to be Provided for			
Retirement of General Long-Term Debt			
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<u>\$ 12,945,670</u>	<u>\$ 666,740</u>	<u>\$ 2,373</u>

<u>Proprietary Fund Type</u>	<u>Fiduciary Fund Types Trust and Agency</u>	<u>Account Group General Long-Term Debt</u>	<u>Total (Memorandum Only)</u>
<p><u>Enterprise</u></p> <p>\$ 626,335 1,094,890</p> <p>451,853 27,477</p> <p>51,220 13,337,267 (8,430,698)</p> <hr/> <p><u>\$ 7,158,344</u></p>	<p>\$ 2,731 2,565,056</p> <hr/> <p><u>\$ 2,567,787</u></p>	<p>\$</p> <p><u>2,216,727</u></p> <p><u>\$ 2,216,727</u></p>	<p>\$ 7,315,507 5,944,358</p> <p>4,399,590 455,904 27,477 240,289 170,397 (170,397) 51,220 13,337,267 (8,430,698)</p> <hr/> <p><u>\$ 25,557,641</u></p>

EXHIBIT A (Continued)  
TOWN OF HOOKSETT, NEW HAMPSHIRE  
Combined Balance Sheet  
All Fund Types and Account Group  
June 30, 2002

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<u>LIABILITIES AND EQUITY</u>	Governmental Fund Types		
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Project</u>
<u>Liabilities</u>			
Accounts Payable	\$ 225,609	\$	\$
Accrued Payroll and Benefits	161,348		
Intergovernmental Payable			
Interfund Payable	215,405		
Escrow and Performance Deposits			
Deferred Tax Revenue	9,855,895		
Other Deferred Revenue	74,334		
General Obligation Debt Payable - Current			
General Obligation Debt Payable			
Capital Lease Payable			
Accrued Landfill Postclosure Care Costs			
Total Liabilities	10,532,591		766,743
<u>Equity</u>			
Contributed Capital			
<u>Retained Earnings</u>			
Reserved			
Unreserved (Deficit)			
<u>Fund Balances</u>			
Reserved For Encumbrances	325,646		
Reserved For Endowments			
Reserved For Special Purposes	37,000		2,373
<u>Unreserved</u>			
Designated For Special Purposes		666,740	
Undesignated	2,050,433		
Total Equity	2,413,079	666,740	2,373
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 12,945,670</b>	<b>\$ 666,740</b>	<b>\$ 2,373</b>

<u>Proprietary Fund Type</u>	<u>Fiduciary Fund Types Trust and Agency</u>	<u>Account Group General Long-Term Debt</u>	<u>Total (Memorandum Only)</u>
\$ 18,526	\$	\$	\$ 244,135
31,268			192,616
	1,237,778		1,237,778
	24,884		240,289
39,970	302,493		342,463
			9,855,895
			74,334
67,490			67,490
67,489		1,500,000	1,567,489
		41,727	41,727
		675,000	675,000
<u>224,743</u>	<u>1,565,155</u>	<u>2,216,727</u>	<u>14,539,216</u>
6,887,538			6,887,538
1,165,464			1,165,464
(1,119,401)			(1,119,401)
			325,616
	144,938		144,938
	857,694		897,067
			666,740
			2,050,433
<u>6,933,601</u>	<u>1,002,632</u>		<u>11,018,425</u>
<u>\$ 7,158,344</u>	<u>\$ 2,567,787</u>	<u>\$ 2,216,727</u>	<u>\$ 25,557,641</u>

The notes to financial statements are an integral part of this statement.

**EXHIBIT B**  
**TOWN OF HOOKSETT, NEW HAMPSHIRE**  
*Combined Statement of Revenues, Expenditures and Changes in Fund Balances*  
*All Governmental Fund Types and Expendable Trust Funds*  
*For the Fiscal Year Ended June 30, 2002*

	<u>Governmental</u> <u>Fund Types</u>		<u>Fiduciary</u> <u>Fund Type</u>	<u>Total</u> <u>(Memorandum</u> <u>Only)</u>
	<u>General</u>	<u>Special</u> <u>Revenue</u>	<u>Expendable</u> <u>Trust</u>	
<u>Revenues</u>				
Taxes	\$ 5,387,563	\$ 162,977	\$	\$ 5,550,540
Licenses and Permits	2,649,407			2,649,407
Intergovernmental	704,187	885		705,072
Charges for Services	410,746			410,746
Miscellaneous	286,060	352,071	20,659	658,790
<u>Other Financing Sources</u>				
Operating Transfers In	<u>67,055</u>	<u>311,247</u>	<u>233,827</u>	<u>612,129</u>
<u>Total Revenues and</u>				
<u>Other Financing Sources</u>	<u>9,505,018</u>	<u>827,180</u>	<u>254,486</u>	<u>10,586,684</u>
<u>Expenditures</u>				
<u>Current</u>				
General Government	2,340,483	54		2,340,537
Public Safety	3,712,786	109		3,712,895
Highways and Streets	1,130,613			1,130,613
Sanitation	595,001			595,001
Health	1,200			1,200
Welfare	88,148			88,148
Culture and Recreation	193,677	306,416		500,093
Conservation		6,812		6,812
Debt Service	348,917			348,917
Capital Outlay	804,698		320,345	1,125,043
<u>Other Financing Uses</u>				
Operating Transfers Out	<u>500,074</u>	<u>105,000</u>	_____	<u>605,074</u>
<u>Total Expenditures and</u>				
<u>Other Financing Uses</u>	<u>9,715,597</u>	<u>418,391</u>	<u>320,345</u>	<u>10,454,333</u>
<u>Excess (Deficiency) of Revenues</u> <u>and Other Financing Sources</u> <u>Over (Under) Expenditures</u> <u>and Other Financing Uses</u>				
	(210,579)	408,789	(65,859)	132,351
<u>Fund Balances - July 1</u>				
	<u>2,623,658</u>	<u>257,951</u>	<u>905,374</u>	<u>3,786,983</u>
<u>Fund Balances - June 30</u>				
	<u>\$ 2,413,079</u>	<u>\$ 666,740</u>	<u>\$ 839,515</u>	<u>\$ 3,919,334</u>

The notes to financial statements are an integral part of this statement.



*EXHIBIT C  
TOWN OF HOOKSETT, NEW HAMPSHIRE  
Combined Statement of Revenues, Expenditures and Changes in Fund Balances  
Budget and Actual (Budgetary Basis)  
General and Special Revenue Funds  
For the Fiscal Year Ended June 30, 2002*

	<u>General Fund</u>		Variance Favorable (Unfavorable)
	<u>Budget</u>	<u>Actual</u>	
<u>Revenues</u>			
Taxes	\$ 4,985,641	\$ 5,387,563	\$ 401,922
Licenses and Permits	2,075,000	2,649,407	574,407
Intergovernmental	621,261	629,817	8,556
Charges for Services	200,000	410,746	210,746
Miscellaneous	280,000	286,060	6,060
<u>Other Financing Sources</u>			
Operating Transfers In	<u>5,000</u>	<u>67,055</u>	<u>62,055</u>
<u>Total Revenues and Other Financing Sources</u>	<u>8,166,902</u>	<u>9,430,648</u>	<u>1,263,746</u>
<u>Expenditures</u>			
<u>Current</u>			
General Government	2,615,821	2,363,005	252,816
Public Safety	3,612,862	3,638,416	(25,554)
Highways and Streets	993,636	931,018	62,618
Sanitation	681,176	595,001	86,175
Health	1,200	1,200	
Welfare	50,000	88,148	(38,148)
Culture and Recreation	225,611	193,677	31,934
Economic Development	5,000		5,000
Debt Service	348,907	348,917	(10)
Capital Outlay	488,220	535,775	(47,555)
<u>Other Financing Uses</u>			
Operating Transfers Out	<u>500,074</u>	<u>500,074</u>	
<u>Total Expenditures and Other Financing Uses</u>	<u>9,522,507</u>	<u>9,195,231</u>	<u>327,276</u>
<u>Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses</u>	<u>\$ (1,355,605)</u>	235,417	<u>\$ 1,591,022</u>
<u>Unreserved Fund Balances - July 1</u>		1,852,016	
<u>Increase in Fund Balance</u>			
Reserved for Special Purposes		<u>(37,000)</u>	
<u>Unreserved Fund Balances - June 30</u>		<u>\$ 2,050,433</u>	

Annually Budgeted Special Revenue Funds			Total (Memorandum Only)		
<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
\$	\$	\$	\$ 4,985,641	\$ 5,387,563	\$ 401,922
			2,075,000	2,649,407	574,407
			621,261	629,817	8,556
			200,000	410,746	210,746
100,000	146,033	46,033	380,000	432,093	52,093
<u>299,370</u>	<u>299,370</u>	<u>          </u>	<u>304,370</u>	<u>366,425</u>	<u>62,055</u>
<u>399,370</u>	<u>445,403</u>	<u>46,033</u>	<u>8,566,272</u>	<u>9,876,051</u>	<u>1,309,779</u>
	54	(54)	2,615,821	2,363,059	252,762
			3,612,862	3,638,416	(25,554)
			993,636	931,018	62,618
			681,176	595,001	86,175
			1,200	1,200	
			50,000	88,148	(38,148)
299,370	306,416	(7,046)	524,981	500,093	24,888
			5,000		5,000
			348,907	348,917	(10)
			488,220	535,775	(47,555)
<u>100,000</u>	<u>105,000</u>	<u>(5,000)</u>	<u>500,074</u>	<u>605,074</u>	<u>(5,000)</u>
<u>399,370</u>	<u>411,470</u>	<u>(12,100)</u>	<u>9,921,877</u>	<u>9,606,701</u>	<u>315,176</u>
<u>\$ -0-</u>	33,933	<u>\$ 33,933</u>	<u>\$ (1,355,605)</u>	269,350	<u>\$ 1,624,955</u>
	197,379			2,049,395	
				<u>(37,000)</u>	
	<u>\$ 231,312</u>			<u>\$ 2,281,745</u>	

The notes to financial statements are an integral part of this statement.

*EXHIBIT D*  
**TOWN OF HOOKSETT, NEW HAMPSHIRE**  
*Combined Statement of Revenues, Expenses and Changes in Fund Balances*  
*All Nonexpendable Trust Funds*  
*For the Fiscal Year Ended June 30, 2002*

	<u>Proprietary</u> <u>Fund Type</u>	<u>Fiduciary</u> <u>Fund Type</u>	Total
	<u>Enterprise</u>	<u>Nonexpendable</u> <u>Trust</u>	<u>(Memorandum</u> <u>Only)</u>
<u>Operating Revenues</u>			
<u>Charges For Sales and Services</u>			
User Charges	\$ 809,371	\$	\$ 809,371
Other	38,423		38,423
New Funds		3,300	3,300
Interest and Dividends		7,338	7,338
Decrease in Fair Value of Investments	<u>          </u>	<u>(3,415)</u>	<u>(3,415)</u>
<u>Total Operating Revenues</u>	<u>847,794</u>	<u>7,223</u>	<u>855,017</u>
<u>Operating Expenses</u>			
<u>Cost of Sales and Services</u>			
Salaries and Wages	331,339		331,339
Contracted Services	19,623		19,623
Maintenance and Repairs	63,933		63,933
Chemicals and Supplies	108,051		108,051
Utilities	91,653		91,653
Administration	12,686		12,686
Depreciation	296,619		296,619
Transfers To Other Funds	<u>          </u>	<u>7,055</u>	<u>7,055</u>
<u>Total Operating Expenses</u>	<u>923,904</u>	<u>7,055</u>	<u>930,959</u>
<u>Operating Income (Loss)</u>	<u>(76,110)</u>	<u>168</u>	<u>(75,942)</u>
<u>Nonoperating Revenues (Expenses)</u>			
Interest Revenue	24,789		24,789
Interest Expense	<u>(2,404)</u>	<u>          </u>	<u>(2,404)</u>
<u>Total Nonoperating Revenues (Expenses)</u>	<u>22,385</u>	<u>          </u>	<u>22,385</u>
<u>Net Income (Loss)</u>	<u>(53,725)</u>	<u>168</u>	<u>(53,557)</u>
<u>Retained Earnings/Fund Balances - July 1</u>	<u>99,788</u>	<u>162,949</u>	<u>262,737</u>
<u>Retained Earnings/Fund Balances - June 30</u>	<u>\$ 46,063</u>	<u>\$ 163,117</u>	<u>\$ 209,180</u>

The notes to financial statements are an integral part of this statement.

**EXHIBIT E**  
**TOWN OF HOOKSETT, NEW HAMPSHIRE**  
*Combined Statement of Cash Flows*  
*All Proprietary Fund Types and Nonexpendable Trust Funds*  
*For the Fiscal Year Ended June 30, 2002*

	<u>Proprietary Fund Type</u>	<u>Fiduciary Fund Type</u>	<u>Total (Memorandum Only)</u>
	<u>Enterprise</u>	<u>Nonexpendable Trust</u>	
<u>Cash Flows From Operating Activities</u>			
Cash Received From Customers	\$ 713,537	\$	\$ 713,537
Cash Paid to Suppliers	(299,154)		(299,154)
Cash Paid to Employees	(338,865)		(338,865)
Cash Received as New Funds		3,300	3,300
Cash Received as Interest and Dividends		7,338	7,338
Cash Paid to Other Funds		(6,086)	(6,086)
	<u>75,518</u>	<u>4,552</u>	<u>80,070</u>
<u>Net Cash Provided by Operating Activities</u>			
<u>Cash Flows From Capital and Related Financing Activities</u>			
Principal Payments - Bonds	(67,490)		(67,490)
Acquisition and Construction of Capital Assets	(128,362)		(128,362)
Interest Paid	(2,404)		(2,404)
State Bond Aid	13,979		13,979
Escrow Deposits	19,108		19,108
Impact Fees Received	542,000		542,000
	<u>376,831</u>		<u>376,831</u>
<u>Net Cash Provided by Capital and Related Financing Activities</u>			
<u>Cash Flows From Investing Activities</u>			
Purchase of Investments		(4,489)	(4,489)
Proceeds From Sales of Investments	8,531		8,531
Interest Received	24,789		24,789
	<u>33,320</u>	<u>(4,489)</u>	<u>28,831</u>
<u>Net Cash Provided (Used) by Investing Activities</u>			
<u>Net Increase in Cash</u>	485,669	63	485,732
<u>Cash - July 1</u>	140,666	2,668	143,334
<u>Cash - June 30</u>	<u>\$ 626,335</u>	<u>\$ 2,731</u>	<u>\$ 629,066</u>

*EXHIBIT E (Continued)*  
*TOWN OF HOOKSETT, NEW HAMPSHIRE*  
*Combined Statement of Cash Flows*  
*All Proprietary Fund Types and Nonexpendable Trust Funds*  
*For the Fiscal Year Ended June 30, 2002*

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*Reconciliation of Operating Income (Loss) to  
Net Cash Provided by Operating Activities*

	<u>Proprietary Fund Type</u>	<u>Fiduciary Fund Type</u>	<u>Total (Memorandum Only)</u>
	<u>Enterprise</u>	<u>Nonexpendable Trust</u>	<u>          </u>
<u>Operating Income (Loss)</u>	\$ (76,110)	\$ 168	\$ (75,942)
<u>Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by Operating Activities</u>			
Decrease in Fair Value of Investments		3,415	3,415
Depreciation Expense	296,619		296,619
Increase in Accounts Receivable	(95,834)		(95,834)
Decrease in Accounts Payable	(6,346)		(6,346)
Decrease in Accrued Payroll and Benefits	(42,811)		(42,811)
Increase in Interfund Payable		969	969
<u>Total Adjustments</u>	<u>151,628</u>	<u>4,384</u>	<u>156,012</u>
<u>Net Cash Provided by Operating Activities</u>	<u>\$ 75,518</u>	<u>\$ 4,552</u>	<u>\$ 80,070</u>

The notes to financial statements are an integral part of this statement.

*TOWN OF HOOKSETT, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 2002*

The financial statements of the Town of Hooksett have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to the governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below.

***NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES***

**A. Financial Reporting Entity**

The Town of Hooksett, New Hampshire, is a municipal corporation governed by an elected Town Council and Administrator. As required by accounting principles generally accepted in the United States of America, these financial statements present the Town of Hooksett (primary government). Component units are organizations for which the primary government is financially accountable or for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Based on the foregoing criteria, no other organizations are included in the Town's financial reporting entity.

**B. Basis of Presentation - Fund Accounting**

The accounts of the Town are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures/expenses, as appropriate. The various funds are grouped by type in the financial statements. The following fund types and account groups are used by the Town:

*Governmental Fund Types*

**General Fund** - The General Fund is the general operating fund of the Town. All general tax revenues and other receipts that are not allocated by law or contractual agreement to another fund are accounted for in this fund. From the fund are paid the general operating expenditures, the fixed charges, and the capital improvement costs that are not paid through other funds.

**Special Revenue Funds** - Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) requiring separate accounting because of legal or regulatory provisions or administrative action.

**Capital Project Fund** - Transactions related to resources obtained and used for the acquisition, construction, or improvement of capital facilities not included in Enterprise Funds, are accounted for in Capital Projects Funds.

*Proprietary Fund Types*

**Enterprise Fund** - These funds are established to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

TOWN OF HOOKSETT, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2002

*Fiduciary Fund Types*

**Trust and Agency Funds** - These funds account for assets held by the Town as a trustee or agent for individuals, private organizations, and other units of governments.

*Account Groups*

Account groups are not "funds." They are concerned only with the measurement of financial position. They are not involved with the measurement of results of operations. The Town uses the following account groups:

**General Fixed Assets Account Group** - General fixed assets have been acquired for general governmental purposes and have been recorded as expenditures in the applicable fund. These expenditures are required to be capitalized at historical cost in the General Fixed Assets Account Group. In accordance with the practices followed by most other municipal entities in the State of New Hampshire, the Town does not maintain such a record of its general fixed assets and, accordingly, a statement of general fixed assets, required by accounting principles generally accepted in the United States of America, is not included in this financial report.

**General Long-Term Debt Account Group** - This account group is established to account for all long-term debt of the Town, except that accounted for in the Enterprise Fund.

C. Measurement Focus/Basis of Accounting

Governmental, Expendable Trust and Agency Funds use the modified accrual basis of accounting. Under this method, revenues are recognized in the accounting period in which they become both available and measurable (flow of current financial resources measurement focus). Licenses and permits, fines and forfeits, and most miscellaneous revenues are recorded when received in cash. General taxes, intergovernmental revenues, charges for services, and investment earnings are recorded when earned (when they are measurable and available). Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except expenditures for prepaid items, debt service, and other long-term obligations, which are recognized when due.

Proprietary and Nonexpendable Trust Funds are accounted for using the accrual basis of accounting. Their revenues are recognized when they are earned, and their expenses are recognized when they are incurred (flow of economic resources measurement focus). In accounting for the Proprietary Fund under this basis and measurement focus, the Town applies all GASB pronouncements as well as the Financial Accounting Standards Board pronouncements issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements.

D. Budgetary Accounting

*General Budget Policies*

General governmental revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with various legal requirements which govern the Town's operations. At its annual meeting, the Town adopts a budget for the current year for the General, Public Library, Capital Improvement and Sewer Department Funds. Project-length financial plans are adopted for all Capital Project Funds. Except as reconciled on the following page, budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America.

*TOWN OF HOOKSETT, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 2002*

Management may transfer appropriations between operating categories as deemed necessary, but expenditures may not legally exceed budgeted appropriations in total. All annual appropriations lapse at year-end unless encumbered.

State statutes require balanced budgets, but provide for the use of beginning unreserved fund balance to achieve that end. In the fiscal year 2001-2002, \$1,355,605 of the beginning General Fund fund balance was applied for this purpose.

Encumbrance accounting, under which purchase orders, contracts, and continuing appropriations (certain projects and specific items not fully expended at year-end) are recognized, is employed in the governmental funds. Encumbrances are not the equivalent of expenditures and are therefore reported as part of the fund balance at June 30 and are carried forward to supplement appropriations of the subsequent year.

Amounts recorded as budgetary expenditures in the Combined Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual - General and Special Revenue Funds (Exhibit C) are presented on the basis budgeted by the Town. The amounts differ from those reported in conformity with accounting principles generally accepted in the United States of America in the Combined Statement of Revenues, Expenditures and Changes in Fund Balances - All Governmental Fund Types and Expendable Trust Funds (Exhibit B) as follows:

	General Fund	Special Revenue Funds
<u>Expenditures and Other Financing Uses</u>		
Per Exhibit C (Budgetary Basis)	\$ 9,195,231	\$ 411,470
<u>Adjustments</u>		
<u>Basis Difference</u>		
Encumbrances - June 30, 2001	771,642	
Encumbrances - June 30, 2002	(325,646)	
Retirement contributions paid by the State of New Hampshire	74,370	
<u>Entity Difference</u>		
<u>Unbudgeted Funds</u>		
DARE		109
Conservation Commission		6,812
Per Exhibit B (GAAP Basis)	\$ 9,715,597	\$ 418,391

E. Assets, Liabilities and Fund Equity

*Cash, Cash Equivalents and Investments*

For financial reporting purposes, cash and equivalents include amounts in demand deposits and money market funds, as well as certificates of deposit and short-term investments with original maturities of 90 days or less.

The town treasurer is required by New Hampshire statute to have custody of all moneys belonging to the Town and shall pay out the same only upon orders of the Town Council. The treasurer shall deposit all such moneys in participation units in the public deposit investment pool established pursuant to N.H. RSA 383:22 or in solvent banks in the state. Funds may be deposited in banks outside the state if such banks pledge and deliver to a third party custodial bank or the federal reserve bank collateral security for such deposits, United States government or government agency obligations or obligations of the State of New Hampshire in value at least equal to the amount of the deposit in each case.



*TOWN OF HOOKSETT, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 2002*

Whenever the treasurer has in custody an excess of funds which are not immediately needed for the purpose of expenditure, the treasurer shall, with the approval of the Town Council, invest the excess funds in obligations of the United States government, in the public deposit investment pool established pursuant to RSA 383:22, in savings bank deposits, certificates of deposit and repurchase agreements of banks incorporated under the laws of the State of New Hampshire or in banks recognized by the state treasurer. Any person who directly or indirectly receives any such funds or moneys for deposit or for investment in securities of any kind shall, prior to acceptance of such funds, make available at the time of such deposit or investment an option to have such funds secured by collateral having a value at least equal to the amount of such funds. Such collateral shall be segregated for the exclusive benefit of the Town. Only securities defined by the bank commissioner as provided by rules adopted pursuant to RSA 386:57 shall be eligible to be pledged as collateral.

The Town participates in the New Hampshire Public Deposit Investment Pool established in accordance with N.H. RSA 383:22-24. Based on GASB Statement No. 3, *Deposits with Financial Institutions, Investments (including Repurchase Agreements), and Reverse Repurchase Agreements*, investments with the Pool are considered to be unclassified. At this time, the Pool's investments are limited to short-term United States treasury and United States government agency obligations, State of New Hampshire municipal obligations, certificates of deposit from A1/P1-rated banks, money market mutual funds (maximum of 20% of portfolio), overnight to 30-day repurchase agreements and reverse overnight repurchase agreements with primary dealers or dealer banks. Under the terms of GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, the Pool is considered to be a 2a7-like pool which means that it has a policy that it will, and does operate in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940. This rule allows SEC-registered mutual funds to use amortized cost rather than market value to report net assets in computing share prices if certain conditions are met. Therefore, the Town reports its investment in the Pool at amortized cost which would equal the Pool's share price.

Other investments are stated at fair value as of the balance sheet date.

The Trustees of Trust Funds file annual reports with the New Hampshire Attorney General.

*Receivables*

Receivables have been recorded for the following:

- a. Tax revenue is recorded when a warrant for collection is committed to the Tax Collector. However, an allowance has been established at June 30, 2002 for uncollectible and unredeemed property taxes. This allowance amounted to \$775,000 at June 30, 2002.

As prescribed by law, the Tax Collector places a lien on properties for all uncollected property taxes in the following year after taxes are due. The lien on these properties has priority over other liens and accrues interest at 18% per annum. If property is not redeemed within the 2-year redemption period, the property is tax-deeded to the Town.

- b. Certain grants received from other governments require that eligible expenditures be made in order to earn the grant. Revenue for these grants is recorded for the period in which eligible expenditures are made.

*TOWN OF HOOKSETT, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 2002*

*Interfund Receivables and Payables*

During the course of normal operations, the Town has transactions between funds, including expenditures and transfers of resources to provide services. The accompanying governmental, proprietary, and fiduciary fund financial statements reflect such transactions as transfers. To the extent that certain transactions have not been paid or received as of June 30, balances of interfund amounts receivable or payable have been recorded.

*Prepaid Items*

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items.

*Deferred Revenue*

The government reports deferred revenue on its combined balance sheet. Deferred revenue arises when a potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Deferred revenue also arises when resources are received by the government before it has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the government has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized.

*Long-Term Liabilities*

**General Obligation Debt** - General obligation bonds, notes, capital leases, and other forms of long-term debt supported by general revenues are obligations of the Town as a whole. Accordingly, such unmatured obligations of the Town are accounted for in the General Long-Term Debt Account Group.

**Compensated Absences** - Employees are entitled to certain compensated absences based on their length of employment. Compensated absences accumulate and are recorded as expenditures when they are paid.

*Fund Equity*

The portion of fund balance which has been legally segregated for a specific future use, or which is not appropriable for expenditures, is shown as reserved. The following reserves are used by the Town:

**Reserved for Encumbrances** - is used to account for open purchase orders, contracts and other commitments at year-end for which goods and services have not been received.

**Reserved for Endowments** - represents the principal balance of Nonexpendable Trust Funds which must be held for investment purposes only.

**Reserved for Special Purposes** - is used to account for the unencumbered balance of restricted funds. These consist of the uncommitted balances of bond proceeds, the Town's Expendable Trust Funds, the income portion of the Town's Nonexpendable Trust Funds and other amounts for various projects in the Sewer Enterprise Fund.

*TOWN OF HOOKSETT, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 2002*

The portion of unreserved fund balance for which management has specific plans is shown as designated. The following designation is used by the Town:

**Designated for Special Purposes** - is used to account for the unencumbered balances of Special Revenue Funds.

F. Total Columns (Memorandum Only) on Combined Statements

Amounts in the "Total (Memorandum Only)" columns in the combined financial statement line items of the fund types and account group are presented for analytical purposes only. The summation includes fund types and an account group that use different bases of accounting, includes interfund transactions that have not been eliminated and the caption "amount to be provided," which is not an asset in the usual sense. Consequently, amounts shown in the "Total (Memorandum Only)" columns are not comparable to a consolidation and do not represent the total resources available or total revenues and expenditures/expenses of the Town.

*NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY*

Excess of Expenditures Over Appropriations

The following governmental funds had an excess of expenditures over appropriations for the year ended June 30, 2002:

<u>Special Revenue Funds</u>	
Public Library	\$ 7,046
Capital Improvement	<u>5,054</u>
<u>Total</u>	<u>\$ 12,100</u>

Overexpenditures occurred primarily due to the receipt and expenditure of unanticipated funds and were funded by excess revenues.

*NOTE 3 - ASSETS*

A. Cash and Equivalents

At year-end, the Town's cash deposits categorized according to risk assumed were as follows:

*Category 1* Includes deposits that are insured (Federal Deposit Insurance Corporation).

*Category 2* Includes deposits that are uninsured, but are collateralized by securities held by the pledging financial institution, its trust department or agent in the Town's name.

*Category 3* Includes deposits that are uninsured and uncollateralized.

	Category			Total	
	1	2	3	Bank Balance	Carrying Value
Cash	<u>\$ 234,423</u>	<u>\$ 6,923,637</u>	<u>\$ 649,067</u>	<u>\$ 7,807,127</u>	<u>\$ 7,315,507</u>

*TOWN OF HOOKSETT, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 2002*

*Repurchase Agreements*

Included in the Town's cash equivalents at June 30, 2002, was a short-term investment in a repurchase agreement issued by a local banking institution. Under this agreement, the Town will be repaid principal plus interest on a specified date which is subsequent to year-end. The agreement is guaranteed/collateralized with securities held by the banking institution which exceed the amount of the agreement. To the extent that the banking institution may default on its commitment to these obligations, the Town is at risk of economic loss. Management considers this exposure to be minimal. At June 30, 2002, the Town held an investment in a repurchase agreement as follows:

<u>Amount</u>	<u>Interest Rate %</u>	<u>Maturity Date</u>	<u>Collateral Pledged Underlying Securities</u>	<u>Market Value</u>
\$ 5,412,637	6	July 1, 2002	GNR	\$ 5,439,942

**B. Investments**

Investments made by the Town are summarized below. The investments that are represented by specific identifiable investment securities are classified as to credit risk into three categories as follows:

*Category 1* Includes investments that are insured or registered, for which the securities are held by the Town or its agent in the Town's name.

*Category 2* Includes uninsured and unregistered investments, for which the securities are held by the Town, broker, counter party's trust department or agent in the Town's name.

*Category 3* Includes uninsured and unregistered investments, for which the securities are held by the broker, counter party, counter party's trust department or agent, but not in the Town's name.

	<u>Category</u>			<u>Fair Value</u>
	<u>1</u>	<u>2</u>	<u>3</u>	
Certificates of Deposit	<u>\$ 1,562,899</u>	<u>\$ -0-</u>	<u>\$ -0-</u>	\$ 1,562,899
Mutual Funds				167,441
New Hampshire Public Deposit Investment Pool				<u>4,214,018</u>
<b><u>Total Investments</u></b>				<b><u>\$ 5,944,358</u></b>

**C. Property Taxes**

The property tax year is from April 1 to March 31 and all property taxes are assessed on the inventory taken in April of that year. The net assessed valuation as of April 1, 2001, upon which the 2001 property tax levy was based was \$722,166,246 for the State Education Tax and \$740,054,246 for all other taxes.

*TOWN OF HOOKSETT, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 2002*

The Town subscribes to the semi-annual method of tax collection as provided for by RSA 76:15-a. Under this method, tax bills are sent on or around June 1 and November 1 of each year, with interest accruing at a rate of 12% on bills outstanding for more than 30 days.

The June 1 billing is considered an estimate only and is one half of the previous year's tax billing. The remaining balance of taxes due is billed in the fall after the New Hampshire Department of Revenue Administration has calculated and approved the Town's tax rate for the fiscal year.

In connection with the setting of the tax rate, town officials, with the approval of the Department of Revenue Administration, establish and raise through taxation an amount for abatements and refunds of property taxes, known as overlay. This amount is reported as a reduction in tax revenue and is adjusted by management for any tax allowances at year-end. The property taxes collected by the Town include taxes levied for the State of New Hampshire, the Hooksett School District and Merrimack County, which are remitted to these governmental units as required by law. The ultimate responsibility for the collection of taxes rests with the Town.

The tax rate for the year ended June 30, 2002, was as follows:

	<u>Per \$1,000 Of Assessed Valuation</u>	<u>Property Tax Assessment</u>
Municipal Portion	\$ 6.95	\$ 5,139,764
<u>School Tax Assessment</u>		
State	\$ 6.38	4,609,238
Local	\$ 9.39	6,947,268
County Tax Assessment	\$ 2.55	<u>1,890,775</u>
 <u>Total Property Taxes Assessed</u>		 <u>\$ 18,587,045</u>

During the current fiscal year, the Tax Collector on September 28 placed a lien for all uncollected 2000 property taxes.

Taxes receivable at June 30, 2002, are as follows:

<u>Property</u>	
Levy of 2002	\$ 3,467,560
Levy of 2001	739,599
Levy of 2000	2,850
Levy of 1998	16,259
<u>Unredeemed (under tax lien)</u>	
Levy of 2000	240,350
Levy of 1999	153,016
Levy of 1998	157,783
Levy of Prior Years	397,173
Less: Allowance for estimated uncollectible taxes	<u>(775,000)</u>
 <u>Net Taxes Receivable</u>	 <u>\$ 4,399,590</u>

*TOWN OF HOOKSETT, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 2002*

D. Other Receivables

Other receivables as of June 30, 2002, are as follows:

	<u>General Fund</u>	<u>Enterprise Fund</u>	<u>Total</u>
Accounts Intergovernmental	\$ 4,051	\$ 451,853	\$ 455,904
	<u>                    </u>	<u>27,477</u>	<u>27,477</u>
<u>Net Receivables</u>	<u>\$ 4,051</u>	<u>\$ 479,330</u>	<u>\$ 483,381</u>

E. Interfund Receivables/Payables

Individual fund interfund receivable and payable balances at June 30, 2002 are as follows:

	<u>Interfund Receivable</u>	<u>Interfund Payable</u>
General Fund	\$ 24,884	\$ 215,405
<u>Special Revenue Funds</u>		
Capital Improvement	42,642	
DARE	3,017	
TIF	162,977	
Conservation Commission	2,255	
Drug Forfeiture	2,141	
Capital Project Fund	2,373	
<u>Trust Funds</u>		
<u>Expendable</u>		
Capital Reserve		17,829
Nonexpendable	<u>                    </u>	<u>7,055</u>
<u>Totals</u>	<u>\$ 240,289</u>	<u>\$ 240,289</u>

**NOTE 4 - LIABILITIES**

A. Intergovernmental Payable

Trust Funds

Capital Reserve Funds held on behalf of  
Hooksett School District, Central Hooksett  
Water Precinct and Hooksett Village Water Precinct

\$ 1,237,778

TOWN OF HOOKSETT, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2002

B. Deferred Revenue

*General Fund*

Deferred revenue at June 30, 2002 consists of property taxes and other revenue collected or levied in advance of the fiscal year to which they apply, and property taxes not collected timely enough to be used to pay liabilities of the current year:

2002 Property Taxes Due July 1, 2002	\$ 9,855,895
Other Deferred Revenue	<u>74,334</u>
<u>Total Deferred Revenue</u>	<u>\$ 9,930,229</u>

C. Landfill Postclosure Care Costs

The Town closed its landfill in 1999. Federal and State laws and regulations require that the Town continue to perform certain maintenance and monitoring functions at the landfill site. A liability is being recognized in the General Long-Term Debt Account Group based on the future postclosure care costs that will be incurred. The estimated liability for landfill postclosure care costs has a balance of \$675,000 as of June 30, 2002, which is based on the amount that would be paid if all equipment, facilities, and services required to monitor and maintain the landfill were acquired as of June 30, 2002. However, the actual cost of postclosure care may be higher or lower due to inflation, changes in technology, or changes in landfill laws and regulations. The Town expects to finance the postclosure care costs by annual appropriation.

D. Long-Term Debt

The following is a summary of the Town's general long-term debt transactions for the fiscal year ended June 30, 2002:

	General Obligation <u>Bonds Payable</u>	Capital Leases <u>Payable</u>	Accrued Landfill Postclosure <u>Care Costs</u>	<u>Total</u>
<i>General Long-Term Debt</i>				
<i>Account Group</i>				
Balance, Beginning of Year	\$ 1,740,000	\$ 15,045	\$ 448,000	\$ 2,203,045
Issued		65,112		65,112
Retired	(240,000)	(38,430)		(278,430)
Increase in Accrued Landfill Postclosure Care Costs	<u>                    </u>	<u>                    </u>	<u>227,000</u>	<u>227,000</u>
Balance, End of Year	<u>1,500,000</u>	<u>41,727</u>	<u>675,000</u>	<u>2,216,727</u>
<i>Enterprise Fund</i>				
<u>Sewer Fund</u>				
Balance, Beginning of Year	202,469			202,469
Retired	<u>(67,490)</u>	<u>                    </u>	<u>                    </u>	<u>(67,490)</u>
Balance, End of Year	<u>134,979</u>	<u>                    </u>	<u>                    </u>	<u>134,979</u>
<u>Total Account Group and Enterprise Fund</u>	<u>\$ 1,634,979</u>	<u>\$ 41,727</u>	<u>\$ 675,000</u>	<u>\$ 2,351,706</u>

*TOWN OF HOOKSETT, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 2002*

Long-term debt payable at June 30, 2002, is comprised of the following:

	<u>Original Amount</u>	<u>Issue Date</u>	<u>Maturity Date</u>	<u>Interest Rate %</u>	<u>Outstanding at June 30, 2002</u>
<u>General Long-Term Debt Account Group</u>					
<u>General Obligation Bonds/Notes Payable</u>					
Sewer Bond	\$ 2,500,000	1985	2005	Variable	\$ 375,000
Safety Center	\$ 1,700,000	1996	2011	Variable	<u>1,125,000</u>
					<u>1,500,000</u>
<u>Capital Lease Payable</u>					
Computer Equipment	\$ 65,112	2002	2004	5.917	<u>41,727</u>
<u>Accrued Landfill Postclosure Care Costs</u>					
					<u>675,000</u>
<u>Total</u>					<u>2,216,727</u>
<u>Enterprise Funds</u>					
Sewer Department	\$ 337,448	2000	2004	1.1875	<u>134,979</u>
<u>Total General Long-Term Debt Account Group and Enterprise Funds</u>					
					<u>\$ 2,351,706</u>

*Annual Requirements To Amortize Governmental Fund General Obligation Bonds Payable*

<u>Fiscal Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2003	\$ 240,000	\$ 90,729	\$ 330,729
2004	240,000	73,601	313,601
2005	240,000	55,590	295,590
2006	115,000	40,998	155,998
2007	115,000	34,529	149,529
2008-2011	<u>550,000</u>	<u>78,650</u>	<u>628,650</u>
<u>Totals</u>	<u>\$ 1,500,000</u>	<u>\$ 374,097</u>	<u>\$ 1,874,097</u>

*Annual Requirements to Amortize Capital Lease Payable*

<u>Fiscal Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2003	\$ 20,352	\$ 3,732	\$ 24,084
2004	<u>21,375</u>	<u>1,408</u>	<u>22,783</u>
<u>Totals</u>	<u>\$ 41,727</u>	<u>\$ 5,140</u>	<u>\$ 46,867</u>



*TOWN OF HOOKSETT, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 2002*

*Annual Requirements To Amortize Enterprise Fund Bonds Payable*

<u>Fiscal Year Ending</u> <u>June 30.</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2003	\$ 67,490	\$ 1,603	\$ 69,093
2004	<u>67,489</u>	<u>801</u>	<u>68,290</u>
<b>Totals</b>	<b><u>\$ 134,979</u></b>	<b><u>\$ 2,404</u></b>	<b><u>\$ 137,383</u></b>

All debt is general obligation debt of the Town, which is backed by its full faith and credit. Enterprise Fund debt will be funded through user fees while all other debt will be repaid from general governmental revenues.

The lease-purchase agreement contains a non-appropriation funding clause whereby, in the event no funds or insufficient funds are appropriated by the Town, the lease shall terminate without penalty or expense to the Town.

*Bonds or Notes Authorized - Unissued*

Bonds and notes authorized and unissued as of June 30, 2002 were as follows:

	<u>Per</u> <u>Town Meeting</u> <u>Vote of</u>	<u>Purpose</u>	<u>Unissued</u> <u>Amount</u>
May 8, 2001	Article 4	Tax Increment District Plan	\$ 2,600,000
	Article 5	Sewer Construction	246,000
May 14, 2002	Article 4	Wastewater Treatment Plant Expansion	<u>3,500,000</u>
	<u>Total</u>		<u>\$ 6,346,000</u>

**NOTE 5 - OTHER INFORMATION**

**A. Risk Management**

The Town is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; injuries to employees; or natural disasters. During fiscal year 2002, the Town was a member of the New Hampshire Municipal Association Property-Liability Trust, Inc. and the New Hampshire Public Risk Management Exchange (Primex) Workers' Compensation Program. These entities are considered public entity risk pools, currently operating as common risk management and insurance programs for member towns and cities.

**The New Hampshire Municipal Association Property-Liability Trust, Inc.** is a Trust organized to provide certain property and liability insurance coverages to member towns, cities and other qualified political subdivisions of New Hampshire. As a member of the NHMA Property-Liability Trust, Inc., the Town shares in contributing to the cost of, and receiving benefits from, a self-insured pooled risk management program. The membership and coverage run from July 1 to June 30. The program includes a Self-Insured Retention (SIR) fund from which is paid up to \$500,000 for each and every covered property, auto physical damage and crime loss subject to a \$1,000 deductible, and each and every covered general liability and public officials' liability loss.

*TOWN OF HOOKSETT, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 2002*

The Trust maintains, on behalf of its members, the following re-insurance policies shared by the membership for the year ended June 30, 2002.

1. American Safety Casualty Insurance Company and SCOR Reinsurance Company, Policy #14AX-MU00-0000001-001, which provides excess package coverage in the amount of \$1,500,000 in excess of the Trust's SIR for each and every loss.
2. Travelers, Lexington and Royal which provides Excess Property/Excess Flood coverage in excess of the Trust's SIR.
3. Hartford Steam Boiler Policy #FBP-CH-2213346 which provides a \$50,000,000 limit resulting from any "one accident" subject to a \$1,000 deductible.
4. Royal Insurance Company Policy #RHD309238 which provides a \$51,000,000 limit resulting from flood and earthquake and \$7,000,000 resulting from any "one accident" for flood in Zone A subject to a \$1,000 deductible.

Contributions paid in fiscal year ending June 30, 2002, to be recorded as an insurance expenditure totaled \$85,741. There were no unpaid contributions for the year ending June 30, 2002. During December 2001, \$5,936 was returned in the form of a check to the Town of Hooksett as its 2001 "dividend" for the years 1994, 1995 and 1996.

The Trust Agreement permits the Trust to make additional assessments to members should there be a deficiency in Trust assets to meet its liabilities. At this time, the Trust foresees no likelihood of an additional assessment for any of the past years.

The New Hampshire Public Risk Management Exchange (Primex) Workers' Compensation Program is a pooled risk management program under RSAs 5-B and 281-A. The workers' compensation and employer's liability policy provides statutory coverage for workers' compensation and up to \$2,000,000 of employer's liability coverage. Primex retained \$500,000 of each loss. The membership and coverage run from January 1 through December 31. The estimated net contribution from the Town of Hooksett billed and paid for the year ended December 31, 2002 was \$81,223 of which \$60,917 was paid as of June 30, 2002 and the remainder of \$20,306 is being paid in monthly installments through October 2002. The member participation agreement permits Primex to make additional assessments to members, should there be a deficiency in contributions for any member year, not to exceed the member's annual contribution. At this time, Primex foresees no likelihood of an assessment for this or any prior year.

B. Defined Benefit Pension Plan

*Plan Description and Provisions*

The Town of Hooksett participates in the New Hampshire Retirement System (System) which is the administrator of a cost-sharing multiple-employer contributory pension plan and trust established in 1967 by RSA 100-A:2 and is qualified as a tax-exempt organization under Sections 401(a) and 501(a) of the Internal Revenue Code. The plan is a contributory, defined benefit plan providing service, disability, death and vested retirement benefits to members and their beneficiaries. Provisions for benefits and contributions are established and can be amended by the New Hampshire State Legislature. The System issues a publicly available financial report that may be obtained by writing the New Hampshire Retirement System, 4 Chenell Drive, Concord, NH 03301.

*TOWN OF HOOKSETT, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 2002*

*Description of Funding Policy*

The System is financed by contributions from both the employees and the Town. Member contribution rates are established and may be amended by the State legislature while employer contribution rates are set by the System trustees based on an actuarial valuation. All employees except police officers and firefighters are required to contribute 5% of earnable compensation. Police officers and firefighters are required to contribute 9.3% of gross earnings. For the year ended June 30, 2002, the Town contributed 4.63% for police officers, 5.40% for firefighters and 4.14% for other employees. The contribution requirements for the Town of Hooksett for the fiscal years 2000, 2001 and 2002 were \$161,150, 172,062 and \$202,798, respectively, which were paid in full in each year.

The State of New Hampshire funds 35% of employer costs for firefighters and police officers employed by the Town. The State does not participate in funding the employer costs of other Town employees. GASB Statement #24, *Accounting and Financial Reporting for Certain Grants and Other Financial Assistance* requires this amount to be reported as a revenue and expenditure in the Town's financial statements. This amount \$74,370 has been included on Exhibit B - Combined Statement of Revenues, Expenditures and Changes in Fund Balances - All Governmental Fund Types and Expendable Trust Funds and is reconciled to the budgetary expenditures in Note 1D.

C. Contributed Capital - Sewer Enterprise Fund

	<u>Municipal Investment</u>	<u>Federal and State Grants</u>	<u>Developers</u>	<u>Total</u>
Balance - June 30, 2002	<u>\$ 5,806,230</u>	<u>\$ 71,708</u>	<u>\$ 1,009,600</u>	<u>\$ 6,887,538</u>

D. Segment Information for Proprietary Funds

*Enterprise Fund*

The Town maintains one Enterprise Fund, the Sewer Fund, which accounts for the provision of basic sewage treatment facilities. Selected segment information for the year ended June 30, 2002, is as follows:

Operating Revenues	\$	847,794
Depreciation		296,619
Operating Loss		(76,110)
Net Loss		(53,725)
Property, Plant, and Equipment Additions		128,362
Net Working Capital		2,094,521
Total Assets		7,158,344
Bonds and Other Long-Term Liabilities		
Payable from Operating Revenues		134,979
Total Equity		6,933,601

TOWN OF HOOKSETT, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2002

E. Summary Disclosure of Significant Contingencies

*Litigation*

There are various claims and suits pending against the Town which arise in the normal course of the Town's activities. In the opinion of management, the ultimate disposition of these various claims and suits will not have a material effect on the financial position of the Town.

*Grants*

Amounts received or receivable from grantor agencies are subject to audit and adjustment by such grantor agencies, principally the Federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may be disallowed by the grantor cannot be determined at this time although the Town expects such amounts, if any, to be immaterial.

F. Restatement of Fund Balance

The General Fund fund balance at July 1, 2001 was restated to give retroactive effect to the following prior period adjustment:

To recognize additional receivable	\$ 3,688
Fund balance, as previously stated	<u>2,619,970</u>
Fund balance, as restated	<u>\$ 2,623,658</u>

*SUPPLEMENTAL SCHEDULES*

*SCHEDULE A-1*  
*TOWN OF HOOKSETT, NEW HAMPSHIRE*  
*General Fund*  
*Statement of Estimated and Actual Revenues*  
*For the Fiscal Year Ended June 30, 2002*

<u>REVENUES</u>	<u>Estimated</u>	<u>Actual</u>	<u>Over (Under) Estimate</u>
<u>Taxes</u>			
Property	\$ 4,820,641	\$ 5,185,977	\$ 365,336
Yield		3,053	3,053
Excavation	15,000	18,588	3,588
Interest and Penalties on Taxes	<u>150,000</u>	<u>179,945</u>	<u>29,945</u>
Total Taxes	<u>4,985,641</u>	<u>5,387,563</u>	<u>401,922</u>
 <u>Licenses and Permits</u>			
Motor Vehicle Permit Fees	2,000,000	2,520,684	520,684
Building Permits	65,000	99,722	34,722
Other	<u>10,000</u>	<u>29,001</u>	<u>19,001</u>
Total Licenses and Permits	<u>2,075,000</u>	<u>2,649,407</u>	<u>574,407</u>
 <u>Intergovernmental</u>			
<u>State</u>			
Shared Revenue	155,442	155,442	
Highway Block Grant	157,136	157,749	613
Rooms and Meals Distribution	305,428	305,428	
State and Federal Forest Land Reimbursement	1,240		(1,240)
Other	2,015	7,705	5,690
<u>Federal</u>			
FEMA Grant		<u>3,493</u>	<u>3,493</u>
Total Intergovernmental	<u>621,261</u>	<u>629,817</u>	<u>8,556</u>
 <u>Charges For Services</u>			
Income From Departments	<u>200,000</u>	<u>410,746</u>	<u>210,746</u>
 <u>Miscellaneous</u>			
Interest on Investments	210,000	124,958	(85,042)
Other	<u>70,000</u>	<u>161,102</u>	<u>91,102</u>
Total Miscellaneous	<u>280,000</u>	<u>286,060</u>	<u>6,060</u>
 <u>Other Financing Sources</u>			
<u>Operating Transfers In</u>			
<u>Interfund Transfers</u>			
Special Revenue Funds		60,000	60,000
Trust Funds	<u>5,000</u>	<u>7,055</u>	<u>2,055</u>
Total Operating Transfers In	<u>5,000</u>	<u>67,055</u>	<u>62,055</u>
 <u>Total Revenues and Other Financing Sources</u>	8,166,902	<u>\$ 9,430,648</u>	<u>\$ 1,263,746</u>
 <u>Unreserved Fund Balance Used To Reduce Tax Rate</u>	<u>1,355,605</u>		
 <u>Total Revenues, Other Financing Sources and Use of Fund Balance</u>	<u>\$ 9,522,507</u>		

*SCHEDULE A-2  
TOWN OF HOOKSETT, NEW HAMPSHIRE  
General Fund  
Statement of Appropriations, Expenditures and Encumbrances  
For the Fiscal Year Ended June 30, 2002*

	Encumbered From <u>2000-2001</u>	Appropriations 2001-2002	Expenditures Net of Refunds	Encumbered To 2002-2003	(Over) Under Budget
<b>Current</b>					
<b>General Government</b>					
Executive	\$	\$ 290,554	\$ 275,237	\$	\$ 15,317
Election, Registration and Vital Statistics		6,279	8,266		(1,987)
Financial Administration		91,973	94,277		(2,304)
Revaluation of Property		109,830	141,844		(32,014)
Legal		54,500	91,213		(36,713)
Planning and Zoning		133,837	123,607	11,300	(1,070)
General Government Buildings		241,051	190,540		50,511
Cemeteries		2,041	350		1,691
Insurance, not otherwise allocated		1,452,141	1,217,666		234,475
Advertising and Regional Associations		33,572	33,041		531
Other		<u>200,043</u>	<u>164,442</u>	<u>11,222</u>	<u>24,379</u>
Total General Government		<u>2,615,821</u>	<u>2,340,483</u>	<u>22,522</u>	<u>252,816</u>
<b>Public Safety</b>					
Police Department		1,644,117	1,630,008		14,109
Ambulance		52,575	52,575		
Fire Department		1,398,350	1,487,077		(88,727)
Building Inspection		99,696	99,594		102
Emergency Management		5,264	3,927		1,337
Other		<u>412,860</u>	<u>365,235</u>		<u>47,625</u>
Total Public Safety		<u>3,612,862</u>	<u>3,638,416</u>		<u>(25,554)</u>
<b>Highways and Streets</b>					
Administration		281,932	55,831		226,101
Highways and Streets	199,595	666,704	1,032,419		(166,120)
Street Lighting		<u>45,000</u>	<u>42,363</u>		<u>2,637</u>
Total Highways and Streets	<u>199,595</u>	<u>993,636</u>	<u>1,130,613</u>		<u>62,618</u>
<b>Sanitation</b>					
Solid Waste Collection		83,215	74,160		9,055
Solid Waste Disposal		<u>597,961</u>	<u>520,841</u>		<u>77,120</u>
Total Sanitation		<u>681,176</u>	<u>595,001</u>		<u>86,175</u>
<b>Health</b>					
Administration		<u>1,200</u>	<u>1,200</u>		
<b>Welfare</b>					
Vendor Payments		<u>50,000</u>	<u>88,148</u>		<u>(38,148)</u>

*SCHEDULE A-2 (Continued)*  
**TOWN OF HOOKSETT, NEW HAMPSHIRE**  
*General Fund*  
**Statement of Appropriations, Expenditures and Encumbrances**  
*For the Fiscal Year Ended June 30, 2002*

	Encumbered From <u>2000-2001</u>	Appropriations 2001-2002	Expenditures Net of <u>Refunds</u>	Encumbered To <u>2002-2003</u>	(Over) Under <u>Budget</u>
<b><u>Culture and Recreation</u></b>					
Parks and Recreation		208,861	175,532		33,329
Patriotic Purposes		1,750	1,750		
Other		<u>15,000</u>	<u>16,395</u>		<u>(1,395)</u>
Total Culture and Recreation		<u>225,611</u>	<u>193,677</u>		<u>31,934</u>
<b><u>Economic Development</u></b>					
Administration		<u>5,000</u>			<u>5,000</u>
<b><u>Debt Service</u></b>					
Principal - Long-Term Debt		240,000	240,000		
Interest - Long-Term Debt		<u>108,907</u>	<u>108,917</u>		<u>(10)</u>
Total Debt Service		<u>348,907</u>	<u>348,917</u>		<u>(10)</u>
<b><u>Capital Outlay</u></b>					
Dispatch System	454,607		358,750	95,857	
Lightning Protection	8,368			8,368	
Athletic Fields	106,721		42,744	63,977	
Traffic Control Light	2,351			2,351	
Machinery, Vehicles and Equipment		91,313	86,427		4,886
Police Vehicles		75,000	75,000		
Fire Department Quint		132,810		132,571	239
Highway Department Sanders		15,000	15,000		
Pickup Trucks		73,000	71,676		1,324
Plow Trucks		75,000	74,979		21
Computer Lease		26,097	23,084		3,013
Transfer Station Vehicle			18,515		(18,515)
Recreation Dump Truck			<u>38,523</u>		<u>(38,523)</u>
Total Capital Outlay	<u>572,047</u>	<u>488,220</u>	<u>804,698</u>	<u>303,124</u>	<u>(47,555)</u>
<b><u>Other Financing Uses</u></b>					
<b><u>Operating Transfers Out</u></b>					
<b><u>Interfund Transfers</u></b>					
Special Revenue Funds		306,247	306,247		
<b><u>Trust Funds</u></b>					
Expendable		<u>193,827</u>	<u>193,827</u>		
Total Operating Transfers Out		<u>500,074</u>	<u>500,074</u>		
<b><u>Total Appropriations.</u></b>					
Expenditures and Encumbrances	<u>\$ 771,642</u>	<u>\$ 9,522,507</u>	<u>\$ 9,641,227</u>	<u>\$ 325,646</u>	<u>\$ 327,276</u>



*SCHEDULE A-3*  
*TOWN OF HOOKSETT, NEW HAMPSHIRE*  
*General Fund*  
*Statement of Changes in Unreserved - Undesignated Fund Balance*  
*For the Fiscal Year Ended June 30, 2002*

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<u>Unreserved - Undesignated</u>		
<u>Fund Balance - July 1</u>		
<u>(As Restated - See Note 5F)</u>		\$ 1,852,016
<u>Deductions</u>		
Unreserved Fund Balance Used		
To Reduce 2001 Tax Rate	\$ 1,355,605	
Increase In Reserve For Special Purposes	<u>37,000</u>	
Total Deductions		(1,392,605)
<u>Addition</u>		
<u>2001-2002 Budget Summary</u>		
Revenue Surplus (Schedule A-1)	\$ 1,263,746	
Unexpended Balance of		
Appropriations (Schedule A-2)	<u>327,276</u>	
2001-2002 Budget Surplus		<u>1,591,022</u>
<u>Unreserved - Undesignated</u>		
<u>Fund Balance - June 30</u>		<u>\$ 2,050,433</u>

**SCHEDULE B-1**  
**TOWN OF HOOKSETT, NEW HAMPSHIRE**  
*Special Revenue Funds*  
*Combining Balance Sheet*  
*June 30, 2002*

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<u>ASSETS</u>	<u>Fireworks</u>	<u>Public Library</u>	<u>Capital Improvement</u>	<u>DARE</u>
Cash and Equivalents	\$	\$ 9,518	\$ 116,253	\$
Investments	10,142	62,899		
Interfund Receivable	<u>          </u>	<u>          </u>	<u>42,642</u>	<u>3,017</u>
<b>TOTAL ASSETS</b>	<u>\$ 10,142</u>	<u>\$ 72,417</u>	<u>\$ 158,895</u>	<u>\$ 3,017</u>
 <u>EQUITY</u>				
<u>Fund Balances</u>				
<u>Unreserved</u>				
Designated For Special Purposes	<u>\$ 10,142</u>	<u>\$ 72,417</u>	<u>\$ 158,895</u>	<u>\$ 3,017</u>

**SCHEDULE B-2**  
**TOWN OF HOOKSETT, NEW HAMPSHIRE**  
*Special Revenue Funds*  
 Combining Statement of Revenues, Expenditures and Changes in Fund Balances  
 For the Fiscal Year Ended June 30, 2002

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	<u>Fireworks</u>	<u>Public Library</u>	<u>Capital Improvement</u>	<u>DARE</u>
<u>Revenues</u>				
Taxes	\$	\$	\$	\$
Intergovernmental				885
Miscellaneous	5,142	19,548	126,485	2,241
<u>Other Financing Sources</u>				
Operating Transfers In	<u>5,000</u>	<u>299,370</u>	_____	_____
<u>Total Revenues and Other Financing Sources</u>	<u>10,142</u>	<u>318,918</u>	<u>126,485</u>	<u>3,126</u>
<u>Expenditures</u>				
<u>Current</u>				
General Government			54	
Public Safety				109
Conservation				
Culture and Recreation		306,416		
<u>Other Financing Uses</u>				
Operating Transfers Out	_____	_____	<u>105,000</u>	_____
<u>Total Expenditures and Other Financing Uses</u>	_____	<u>306,416</u>	<u>105,054</u>	<u>109</u>
<u>Excess of Revenues and Other Financing Sources Over Expenditures and Other Financing Uses</u>	10,142	12,502	21,431	3,017
<u>Fund Balances - July 1</u>	_____	<u>59,915</u>	<u>137,464</u>	_____
<u>Fund Balances - June 30</u>	<u>\$ 10,142</u>	<u>\$ 72,417</u>	<u>\$ 158,895</u>	<u>\$ 3,017</u>

<u>TIF</u>	<u>Impact Fees</u>	<u>Conservation Commission</u>	<u>Corridor Study</u>	<u>Route 3A Escrow</u>	<u>Drug Forfeiture</u>	<u>Fire Station Relief</u>	<u>Total</u>
\$	\$	\$	\$	\$	\$	\$ 349	\$ 126,120
	204,222	46,732	809	2,784			327,588
<u>162,977</u>		<u>2,255</u>			<u>2,141</u>		<u>213,032</u>
<u>\$ 162,977</u>	<u>\$ 204,222</u>	<u>\$ 48,987</u>	<u>\$ 809</u>	<u>\$ 2,784</u>	<u>\$ 2,141</u>	<u>\$ 349</u>	<u>\$ 666,740</u>
<u>\$ 162,977</u>	<u>\$ 204,222</u>	<u>\$ 48,987</u>	<u>\$ 809</u>	<u>\$ 2,784</u>	<u>\$ 2,141</u>	<u>\$ 349</u>	<u>\$ 666,740</u>

<u>TIF</u>	<u>Impact Fees</u>	<u>Conservation Commission</u>	<u>Corridor Study</u>	<u>Route 3A Escrow</u>	<u>Drug Forfeiture</u>	<u>Fire Station Relief</u>	<u>Total</u>
\$ 162,977	\$	\$	\$	\$	\$	\$	\$ 162,977
	196,686	1,008	17	61	534	349	885
							352,071
		<u>6,877</u>					<u>311,247</u>
<u>162,977</u>	<u>196,686</u>	<u>7,885</u>	<u>17</u>	<u>61</u>	<u>534</u>	<u>349</u>	<u>827,180</u>
							54
							109
		6,812					6,812
							306,416
							<u>105,000</u>
		<u>6,812</u>					<u>418,391</u>
162,977	196,686	1,073	17	61	534	349	408,789
	<u>7,536</u>	<u>47,914</u>	<u>792</u>	<u>2,723</u>	<u>1,607</u>		<u>257,951</u>
<u>\$ 162,977</u>	<u>\$ 204,222</u>	<u>\$ 48,987</u>	<u>\$ 809</u>	<u>\$ 2,784</u>	<u>\$ 2,141</u>	<u>\$ 349</u>	<u>\$ 666,740</u>

*SCHEDULE C-1*  
*TOWN OF HOOKSETT, NEW HAMPSHIRE*  
*Trust and Agency Funds*  
*Combining Balance Sheet*  
*June 30, 2002*

<u>ASSETS</u>	Trust Funds				<u>Agency</u>	<u>Total</u>	
	<u>Expendable</u>	<u>Nonexpendable</u>		<u>Library</u>			<u>Other</u>
	<u>Capital</u> <u>Reserve</u>						
Cash and Equivalents	\$		\$ 2,731	\$		\$ 2,731	
Investments	<u>2,095,122</u>		<u>167,441</u>	<u>302,493</u>		<u>2,565,056</u>	
<b>TOTAL ASSETS</b>	<b><u>\$ 2,095,122</u></b>		<b><u>\$ 2,731</u></b>	<b><u>\$ 167,441</u></b>	<b><u>\$ 302,493</u></b>	<b><u>\$ 2,567,787</u></b>	
 <u>LIABILITIES AND EQUITY</u>							
<u>Liabilities</u>							
Intergovernmental Payable	\$ 1,237,778		\$	\$		\$ 1,237,778	
Interfund Payable	17,829			7,055		24,884	
Escrow and Performance Deposits				<u>302,493</u>		<u>302,493</u>	
<b>Total Liabilities</b>	<b><u>1,255,607</u></b>			<b><u>7,055</u></b>	<b><u>302,493</u></b>	<b><u>1,565,155</u></b>	
 <u>Equity</u>							
<u>Fund Balances</u>							
Reserved For Endowments			2,500	142,438		144,938	
Reserved For Special Purposes	<u>839,515</u>		<u>231</u>	<u>17,948</u>		<u>857,694</u>	
<b>Total Equity</b>	<b><u>839,515</u></b>		<b><u>2,731</u></b>	<b><u>160,386</u></b>		<b><u>1,002,632</u></b>	
<b>TOTAL LIABILITIES AND EQUITY</b>	<b><u>\$ 2,095,122</u></b>		<b><u>\$ 2,731</u></b>	<b><u>\$ 167,441</u></b>	<b><u>\$ 302,493</u></b>	<b><u>\$ 2,567,787</u></b>	

**SCHEDULE C-2**  
**TOWN OF HOOKSETT, NEW HAMPSHIRE**  
*Nonexpendable Trust Funds*  
*Combining Statement of Revenues, Expenditures and Changes in Fund Balances*  
*For the Fiscal Year Ended June 30, 2002*

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	<u>Library</u>	<u>Other</u>	<u>Total</u>
<b><u>Operating Revenues</u></b>			
New Funds	\$	\$ 3,300	\$ 3,300
Interest and Dividends	63	7,275	7,338
Decrease in Fair Value of Investments	_____	(3,415)	(3,415)
<b><u>Total Operating Revenues</u></b>	63	7,160	7,223
<b><u>Operating Expenses</u></b>			
Transfers Out to Other Funds	_____	7,055	7,055
<b><u>Operating Income</u></b>	63	105	168
<b><u>Fund Balances - July 1</u></b>	2,668	160,281	162,949
<b><u>Fund Balances - June 30</u></b>	\$ 2,731	\$ 160,386	\$ 163,117

*SCHEDULE C-3  
TOWN OF HOOKSETT, NEW HAMPSHIRE  
Nonexpendable Trust Funds  
Combining Statement of Cash Flows  
For the Fiscal Year Ended June 30, 2002*

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	<u>Library</u>	<u>Other</u>	<u>Total</u>
<u>Cash Flows From Operating Activities</u>			
Cash Received From New Funds	\$	\$ 3,300	\$ 3,300
Cash Received From Interest and Dividends	63	7,275	7,338
Cash Paid to Other Funds	<u>          </u>	<u>(6,086)</u>	<u>(6,086)</u>
<u>Net Cash Provided by Operating Activities</u>	63	4,489	4,552
<u>Cash Flows From Investing Activities</u>			
Purchase of Investments	<u>          </u>	<u>(4,489)</u>	<u>(4,489)</u>
<u>Net Increase in Cash</u>	63		63
<u>Cash - January 1</u>	<u>2,668</u>	<u>          </u>	<u>2,668</u>
<u>Cash - December 31</u>	<u>\$ 2,731</u>	<u>\$ -0-</u>	<u>\$ 2,731</u>

*Reconciliation of Operating Income to  
Net Cash Provided by Operating Activities*

<u>Operating Income</u>	\$ <u>63</u>	\$ <u>105</u>	\$ <u>168</u>
<u>Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities</u>			
Decrease in Fair Value of Investments		3,415	3,415
Increase in Interfund Payable	<u>          </u>	<u>969</u>	<u>969</u>
<u>Total Adjustments</u>	<u>          </u>	<u>4,384</u>	<u>4,384</u>
<u>Net Cash Provided by Operating Activities</u>	<u>\$ 63</u>	<u>\$ 4,489</u>	<u>\$ 4,552</u>



*INDEPENDENT AUDITOR'S COMMUNICATION OF  
REPORTABLE CONDITIONS AND OTHER MATTERS*

To the Members of the Board of Town Council  
Town of Hooksett  
Hooksett, New Hampshire

In planning and performing our audit of the Town of Hooksett for the year ended June 30, 2002, we considered the Town's internal control structure in order to determine the scope of our auditing procedures for the purpose of expressing our opinion on the financial statements. Our review of these systems was not intended to provide assurance on the internal control structure and should not be relied on for that purpose.

Under the standards established by the American Institute of Certified Public Accountants, reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgment, could adversely affect the Town's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements. A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities, in amounts that would be material in relation to the financial statements being audited, may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might constitute reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above.

During the course of our review, the following condition was noted that was considered to be a material weakness as defined above:

*Sewer Enterprise Fund*

The Sewer Enterprise Fund records are maintained at a separate location and are not under the control of the Town's Finance Director. When the auditors arrived to conduct the annual audit, the general ledger had twenty accounts for which there was no back-up or substantiation for the amounts nor did they agree with the various reconciled bank balances. The Town has appointed a qualified Finance Director who should oversee the accounting and bookkeeping of the Sewer Enterprise Fund records in accordance with the Town Charter.

We strongly recommend that the accounting and bookkeeping for the Sewer Enterprise Fund come under the duties of the Town's Finance Director.

*Town of Hooksett*

*Independent Auditor's Communication of Reportable Conditions and Other Matters*

The following conditions were noted that we do not consider to be material weaknesses:

***Public Library Fund (Follow-up to Prior Year Comment)***

We had commented in our prior year audit report that the records of the Public Library were not maintained properly to reflect the activity for the year. We are pleased to report that the records were properly maintained and reconciled for the current fiscal year ended June 30, 2002.

***Tax Liens Receivable (Repeat Comment)***

Our review of the Tax Collector's records for the fiscal year ended June 30, 2002 revealed tax liens receivable in the amount of \$707,972.37 detailed as follows:

<u>Levy of</u>	<u>Amount</u>
1988	\$ 28,693.96
1989	42,242.54
1990	42,383.21
1991	14,598.55
1992	15,092.16
1993	14,432.91
1994	16,613.45
1995	51,516.57
1996	79,585.74
1997	92,014.18
1998	157,782.71
1999	<u>153,016.39</u>
<u>Total</u>	<u>\$ 707,972.37</u>

We are pleased to report that this is a reduction of \$410,764.39 from the tax liens receivable of \$1,118,736.76 at June 30, 2001. However, these liens should still be researched to determine the reason why they have not been deeded, as required by State Law, with certain specific exceptions.

Other minor weaknesses or considerations coming to our attention were generally procedural in nature and dealt with administrative or recordkeeping practices. In these instances, we made specific recommendations or provided instruction to the applicable individuals during the course of our audit fieldwork.

This report is intended solely for the information and use of management and others within the administration. This restriction is not intended to limit distribution of this report which is a matter of public record.

*Plodyk & Sanderson  
Professional Association*

September 26, 2002

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# BUDGET COMMITTEE REPORT

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To the Voters of Hooksett,

We present you with the proposed budget for the Town of Hooksett for Fiscal Year 2003-2004.

The Budget Committee is keenly aware of the tax burdens that we are all paying, and the effect the new school alone will have on our tax bills this fall. With that in mind, we set out determined to keep the tax rate as level as possible. The school budget has already passed by a comfortable margin.

However, the town reassessment will have an undetermined effect on our tax bills, other than a probable general shift of the overall tax burden from Industrial and Commercial property to Residential property. In short, if all other things were equal, even without the new school, most of us would see some increase in our taxes.

In addition, the still uncertain outcome of the Town Council probe into the operations and finances of the Fire Department led us to make some hard choices. Many people in town have expressed to us that they do not like a situation where the fire department consistently exceeds the budget passed by the voters. To be sure, more safety comes at a cost, but does the marginal improvement in safety justify the higher costs? Do we submit to every recommendation by unelected, nameless, faceless standards bodies and pay top dollar for every piece of equipment? Do we purchase a new Quint fire truck when we haven't even seen the first one yet? To the majority of the budget committee, the answers to most of these questions at the present time is "no." This does not mean we do not support the role of the Fire Department in the community. It simply means we cannot afford all these things this year.

In contrast is the Police Department, where the town has maintained the same basic level of spending while increasing the demand dramatically. Chief Agrafiotis was able to stay within his budget, even with the anthrax scares and other additional burdens. Increasing the number of available officers by one 24 x 7 means hiring five additional officers. The Budget Committee supports the increase in new officers, but we wish to make it clear that the way the article in the warrant is written can be misleading – you are voting on the money for 6 months worth of officers. Next year, (2004-2005) double the warrant article amount will be required to keep all five officers.

We once again call for changes in the Town Charter and the School District to utilize the same voting day. This will allow the voters to get a better picture of what they are voting for, and make the job of budgeting for both bodies a more streamlined and unified task. The way things are today, the School always gets the first shot, and the Town gets the leftovers. Since we all pay our one tax bill, it makes sense to have a full picture when you are voting for both aspects.

There is a vast wealth of historical knowledge among the voters in Hooksett of town and school programs and budgets. Also, we have many people in town with talents and skills that would benefit everyone in town. We welcome the input of anyone who wishes to attend meeting(s) and speak up. The Budget Committee meets at Town Hall on the Fourth Thursday of every month, with other meetings scheduled from December through March.

If you have any questions or comments, please feel free to call or write.

Best regards,  
Bryan Williams  
Chairman

Jim Michaud  
Vice-Chairman

Approximate Schedule of the Budget Committee. All days are Thursdays unless otherwise noted. Some meetings shift forward or back to meet statutory requirements.

Every week in December except Christmas week: School District Budget

First week in January: Finalize Proposed School District Budget

Second week in January: School District Budget Hearing

Third week in January: Consideration of public input, finalize School District Budget

Fourth week in January: Village and Central Water Precincts, Sewer District Budgets

First week in February: Hearings on Water Precinct Budgets, Town budget submission

Second week in February: Town budget overview by department

Third week in February: Town budget overview by department

Fourth week in February: Town budget overview by department, warrant article presentation. Finalize Proposed Town Budget

First week in March: Town Budget Hearing, Finalize Town budget.

Fourth week of March, April, May, June, July, August, September, October, November: review town and/or school expenditures.

**TOWN OF HOOKSETT - BUDGET SUMMARY FY 2003/2004**

03/07/2003

DEPARTMENT	2001/2002 FISCAL YEAR		2002/2003 BUDGET INFO.		2003/2004 BUDGET YEAR				2003-04 COUNCIL RECOMM.	2003-04 BUDGET COMMITTEE RECOMM.
	2001-02 APPROP.	2001-02 ACTUAL	2002-03 APPROP.	2002-03 Council/Budget Recomm	2003-04 DEPARTMENT REQUEST	2003-04 ADMIN REQUEST	2003-04 SUPPLEMENTAL BUDGET	2003-04 COUNCIL RECOMM.	2003-04 BUDGET COMMITTEE RECOMM.	
ADMINISTRATION	2,028,240	1,818,546	2,155,809	2,277,695	2,566,932	2,327,819	241,067	2,397,745	2,367,976	
FINANCE	91,973	94,277	92,473	97,299	100,494	100,494	2,084	100,494	100,494	
ASSESSING	118,830	152,948	120,030	161,944	168,653	168,653	1,849	123,903	123,903	
BUILDING	94,896	95,589	94,896	97,660	136,486	98,786	40,052	98,786	95,286	
TAX / TOWN CLERK	140,881	132,837	140,881	134,360	132,584	132,584	3,278	132,584	132,584	
FAMILY SERVICES	96,516	129,101	96,516	121,728	133,733	133,733	1,032	133,733	133,733	
FIRE	1,389,850	1,479,676	1,585,676	1,727,880	2,008,995	1,731,721	260,906	1,762,238	1,753,185	
PROPOSED FIRE STATION @ EXIT 10							163,987			
FOREST FIRE	8,500	7,402	8,500	7,720	17,248	8,820	8,428	17,248	17,248	
SOLID WASTE DEPARTMENT	681,177	595,001	716,877	679,755	735,526	732,826	9,440	732,826	732,826	
PARKS & RECREATION	208,861	175,531	208,861	169,830	245,084	184,737	51,132	235,869	232,869	
COMMUNITY DEVELOPMENT	133,837	134,908	133,837	187,638	252,963	186,203	69,084	146,203	141,301	
EMERGENCY MANAGEMENT	5,264	3,926	5,264	20,240	30,020	27,320	2,700	27,320	27,320	
BUDGET COMMITTEE	4,396	3,414	4,396	4,396	4,882	4,882	96	4,882	4,882	
TOWN BUILDINGS	241,051	190,540	241,051	286,405	314,248	287,749	28,065	272,087	266,087	
CEMETERY	2,041	350	2,041	542	4,041	4,041	-	4,041	2,041	
HIGHWAY	948,636	888,657	948,636	1,060,099	1,071,904	1,008,279	85,330	1,008,279	1,009,999	
CAPITAL PURCHASE	91,312	86,427	231,207	43,895	479,655	155,655	324,000	155,655	155,655	
POLICE (A)	1,644,117	1,630,009	1,644,117	1,705,835	1,887,748	1,749,797	137,951	1,749,797	1,749,797	
COMMUNICATIONS (A)	298,522	250,487	298,522	328,209	329,462	316,106	13,356	329,462	329,462	
CONSERVATION COMMISSION	6,877	6,877	6,877	7,055	7,002	7,002	119	7,002	7,002	
LIBRARY	299,370	299,370	299,370	314,142	321,217	321,217	-	321,217	316,717	
BONDED DEBT PRINCIPAL	240,000	240,000	549,200	549,200	549,200	549,200	-	549,200	549,200	
TAN INTEREST PAYMENT	-	-	-	-	28,125	28,125	-	28,125	1	
BONDED DEBT INTEREST	108,907	108,916	235,936	235,936	170,701	170,701	-	170,701	170,701	
<b>TOTAL OPERATING BUDGET</b>	<b>8,884,054</b>	<b>8,524,789</b>	<b>9,820,973</b>	<b>10,219,463</b>	<b>11,696,903</b>	<b>10,436,450</b>	<b>1,443,956</b>	<b>10,509,397</b>	<b>10,420,269</b>	

(A) Police & Communication budgets were submitted by the Police Chief and approved by the Police Commission. Therefore, the amount indicated in the Administration Request column is the Police Commission's request and not the Town Administrator.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2001/2002 FISCAL YEAR		2002-2003 CURRENT YEAR APPROP.	2002/2003 BUDGET INFO. 2002-03 Council/Budget Recomm	2003-04 DEPARTMENT REQUEST	2003-04 ADMIN REQUEST	2003-04 SUPPLEMENTAL BUDGET	2003-04 COUNCIL RECOMM.	2003-2004 BUDGET COMMITTEE RECOMM.
		2001-02 APPROP.	2001-02 ACTUAL							
<b>ADMINISTRATION DEPARTMENT</b>										
<b>PUBLIC OFFICIALS SALARY</b>										
1- 401- 01- 111	TOWN COUNCIL	14,000	12,500	14,000	14,000	14,000	14,000		14,000	14,000
1- 401- 01- 113	SEWER COMMISSION	5,000	4,625	5,000	5,000	5,000	5,000		5,000	5,000
1- 401- 01- 115	POLICE COMMISSION	1,200	1,200	1,200	1,200	1,200	1,200		1,200	1,200
1- 401- 01- 117	TRUSTEES OF TRUST FUNDS	1,800	1,800	1,800	1,800	1,800	1,800		1,800	1,800
1- 401- 01- 119	SUPERVISORS OF CHECKLISTS	1,800	1,800	1,800	1,800	1,800	1,800		1,800	1,800
	<b>TOTAL OFFICIALS SALARY</b>	<b>23,800</b>	<b>21,925</b>	<b>23,800</b>	<b>23,800</b>	<b>23,800</b>	<b>23,800</b>	<b>0</b>	<b>23,800</b>	<b>23,800</b>
<b>ADMINISTRATIVE SALARIES</b>										
1- 401- 06- 111	ADMINISTRATIVE SALARIES	136,160	134,327	136,160	158,356	163,867	143,067	22,754	165,821	165,821
1- 401- 06- 112	WAGE POOL	0		0	42,591	47,277		47,277		
	<b>TOTAL ADMINISTRATIVE SALARIES</b>	<b>136,160</b>	<b>134,327</b>	<b>136,160</b>	<b>200,947</b>	<b>211,144</b>	<b>143,067</b>	<b>70,031</b>	<b>165,821</b>	<b>165,821</b>
<b>OFFICE EXPENSE</b>										
1- 401- 11- 211	TOWN REPORTS	8,700	7,665	8,700	8,700	8,700	8,700		8,700	8,700
1- 401- 11- 221	COMPUTER CONTRACTS & MAINTENANCE	15,851	20,729	14,651	25,283	18,500	18,500		14,000	14,000
1- 401- 11- 251	PRINTING	800	1,111	800	800	950	950		950	950
1- 401- 11- 252	COUNCIL NEWS LETTER	2,800	1,257	2,800	3,400	3,500	3,500		3,500	3,500
1- 401- 11- 253	ADVERTISING	1,000	1,303	1,000	2,000	1,500	1,500		1,500	1,500
1- 401- 11- 424	OFFICE SUPPLIES	3,300	6,245	3,300	5,500	6,000	6,000		6,000	6,000
1- 401- 11- 431	POSTAGE	11,000	10,761	11,000	13,000	13,000	13,000		13,000	13,000
1- 401- 11- 433	TELEPHONE	8,120	12,256	8,120	10,150	13,950	13,950		13,950	13,950
1- 401- 11- 527	GASOLINE	1,000	1,953	1,000	1,000	1,600	1,600		1,600	1,600
1- 401- 11-	MILEAGE					300	300		300	300
1- 401- 11- 541	EDUCATION & MEMBERSHIP	5,030	6,898	5,030	19,075	29,275	29,275		17,275	11,505
1- 401- 11- 711	NEW EQUIPMENT	8,979	1,871	8,979	7,430	7,300	7,300		7,300	7,300
1- 401- 11- 735	OFFICE EQUIPMENT RENTAL	6,735	6,372	6,735	7,655	9,795	9,795		9,795	9,795
1- 401- 11- 745	DRUG & ALCOHOL TESTING	2,000	1,597	2,000	2,000	2,000	2,000		2,000	2,000
1- 401- 11- 811	GENERAL OPERATING EXPENSES	5,560	2,395	5,560	5,560	5,900	5,900		5,900	5,900
	<b>TOTAL OFFICE SUPPLIES</b>	<b>80,875</b>	<b>82,403</b>	<b>79,675</b>	<b>111,553</b>	<b>122,270</b>	<b>122,270</b>	<b>0</b>	<b>105,770</b>	<b>100,000</b>

**TOWN OF HOOKSETT - BUDGET WORKSHEET FY 2003/2004**

03/07/2003

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2001/2002 FISCAL YEAR		column 3	column 4	2003/2004 BUDGET YEAR			column 8	column 9
		2001-02 APPROP.	2001-02 ACTUAL	2002-2003 CURRENT YEAR APPROP.	2002-03 Council/Budget Recomm	2003-04 DEPARTMENT REQUEST	2003-04 ADMIN REQUEST	2003-04 SUPPLEMENTAL BUDGET	2003-04 COUNCIL RECOMM.	2003-2004 BUDGET COMMITTEE RECOMM.
<b>ELECTIONS</b>										
1- 401- 16- 213	CHECKLISTS	1,300	0	1,300	1,300	1,000	1,000		1,000	1,000
1- 401- 16- 215	TOWN MEETING	2,729	8,134	2,729	4,787	9,100	9,100		9,100	9,100
1- 401- 16- 217	SPECIAL TOWN MEETING	500	131	500	500	500	500		500	500
	<b>TOTAL ELECTIONS</b>	<b>4,529</b>	<b>8,265</b>	<b>4,529</b>	<b>6,587</b>	<b>10,600</b>	<b>10,600</b>	<b>0</b>	<b>10,600</b>	<b>10,600</b>
<b>INSURANCE</b>										
1- 401- 26- 921	LIABILITY	88,000	86,741	88,000	92,000	99,000	99,000		99,000	99,000
1- 401- 26- 924	CALL FIRE	350	64	350	500	500	500		500	500
1- 401- 26- 925	WORKERS COMPENSATION	82,461	74,123	82,461	88,595	100,374	87,000	13,374	93,930	93,930
1- 401- 26- 927	UNEMPLOYMENT COMPENSATION	7,500	4,191	7,500	7,500	7,500	7,500		7,500	7,500
1- 401- 26- 929	SOCIAL SECURITY	96,000	112,074	96,000	131,858	139,509	124,828	14,681	130,739	130,739
1- 401- 26- 933	MEDICARE	61,702	53,805	61,702	66,085	70,827	65,271	5,556	67,126	67,126
	<b>TOTAL 2003 UNION CONTRACT</b>	<b>336,013</b>	<b>330,988</b>	<b>352,014</b>	<b>402,539</b>	<b>417,710</b>	<b>384,099</b>	<b>33,611</b>	<b>398,795</b>	<b>398,795</b>
<b>BENEFITS</b>										
1- 401- 31- 931	HEALTH INSURANCE	770,453	585,925	868,301	851,578	873,514	778,510	95,004	826,012	826,012
1- 401- 31- 932	LIFE & DISABILITY INSURANCE	49,452	48,317	49,452	49,452	55,617	50,800	4,817	52,809	52,809
1- 401- 31- 934	TOWN ADMINISTRATOR ICMA CONTRIBUTION	6,700	6,700	6,700	6,700	7,246	7,246		7,246	7,246
1- 401- 31- 935	NH RETIREMENT	232,184	200,660	232,184	218,439	393,692	370,013	23,679	380,015	380,015
	<b>TOTAL 2003 UNION CONTRACT</b>	<b>1,116,128</b>	<b>886,668</b>	<b>1,228,896</b>	<b>1,193,900</b>	<b>1,402,293</b>	<b>1,273,868</b>	<b>128,425</b>	<b>1,335,844</b>	<b>1,335,844</b>
1- 401- 31- 936	DENTAL INSURANCE	44,939	32,829	44,939	39,211	59,824	54,899	4,925	57,362	57,362
1- 401- 31- 938	PENSION	4,000	4,000	4,000	4,000	4,000	4,000		4,000	4,000
1- 401- 31- 939	HEALTH INSURANCE REIMBURSEMENT	8,400	8,217	8,400	9,600	8,400	8,400		8,400	8,400
	<b>TOTAL BENEFITS</b>	<b>1,116,128</b>	<b>886,668</b>	<b>1,228,896</b>	<b>1,193,900</b>	<b>1,402,293</b>	<b>1,273,868</b>	<b>128,425</b>	<b>1,335,844</b>	<b>1,335,844</b>
<b>STREET LIGHTS</b>										
1- 401- 36- 951	STREET LIGHTS	45,000	42,363	45,000	45,000	45,000	45,000		45,000	45,000
	<b>TOTAL STREET LIGHTS</b>	<b>45,000</b>	<b>42,363</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>0</b>	<b>45,000</b>	<b>45,000</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2001/2002 FISCAL YEAR		column 3 2002/2003 CURRENT YEAR APPROP.	column 4 2002/2003 BUDGET INFO. 2002-03 Council/Budget Recomm	column 5 2003-04 DEPARTMENT REQUEST	column 6 2003-04 ADMIN REQUEST	column 7 2003-04 SUPPLEMENTAL BUDGET	column 8 2003-04 COUNCIL RECOMM.	column 9 2003-2004 BUDGET COMMITTEE RECOMM.
		2001-02 APPROP.	2001-02 ACTUAL							
<b>HYDRANT MAINTENANCE</b>										
1- 401- 41- 953	HYDRANT MAINTENANCE	114,338	114,747	114,338	115,032	126,981	126,981		126,981	126,981
<b>TOTAL HYDRANT MAINTENANCE</b>		<b>114,338</b>	<b>114,747</b>	<b>114,338</b>	<b>115,032</b>	<b>126,981</b>	<b>126,981</b>	<b>0</b>	<b>126,981</b>	<b>126,981</b>
<b>LEGAL</b>										
1- 401- 46- 821	ATTORNEY FEES	35,000	48,574	35,000	40,000	50,000	50,000		50,000	36,000
1- 401- 46- 824	LEGAL ADS	1,500	1,733	1,500	1,500	1,500	1,500		1,500	1,500
1- 401- 46- 825	MISC/DAMAGES	8,000	20,551	8,000	8,000	17,000	8,000	9,000	8,000	4,000
1- 401- 46- 827	UNION NEGOTIATION FEES	10,000	20,355	10,000	4,000	4,000	4,000		4,000	1
<b>TOTAL LEGAL</b>		<b>54,500</b>	<b>91,213</b>	<b>54,500</b>	<b>53,500</b>	<b>72,500</b>	<b>83,500</b>	<b>9,000</b>	<b>63,500</b>	<b>41,501</b>
<b>MISC. ACT/ASSOCIATIONS</b>										
1- 401- 61- 910	COMMUNITY ACTION	10,978	10,978	10,978	11,526	11,526	11,526		11,526	11,526
1- 401- 61- 911	MEMORIAL DAY	1,750	1,750	1,750	1,750	1,750	1,750		1,750	1,750
1- 401- 61- 912	SO. NH PLANNING	6,363	6,363	6,363	7,404	7,566	7,566		7,566	7,566
1- 401- 61- 913	NH MUNICIPAL ASSN.	6,700	7,169	6,700	7,050	7,800	7,800		7,800	7,800
1- 401- 61- 914	VISITING NURSE	7,402	7,402	7,402	7,402	7,402	7,402		7,402	7,402
1- 401- 61- 915	AMBULANCE SERVICE	52,575	52,575	52,575	52,575	60,461	60,461		60,461	60,461
1- 401- 61- 916	TRI-COUNTY WASTE	0	0	0	1					
1- 401- 61- 917	AMERICAN RED CROSS	1,129	1,129	1,129	1,129	1,129	1,129		1,129	1,129
<b>EDUCATION-A-MUST</b>										
1- 401- 61- 918	APPRECIATION NIGHT	4,500	5,415	4,500	4,500	4,500	4,500		4,500	4,500
1- 401- 61- 919	HOOKSETTITES	3,500	3,500	3,500	3,500	3,500	3,500		3,500	3,500
1- 401- 61- 920	HISTORICAL SOCIETY	1,000	1,000	1,000	1,000	1,000	1,000		1,000	1,000
1- 401- 61- 921	OLD HOME DAY	1,000	1,000	1,000	2,000	2,000	2,000		2,000	1,000
1- 401- 61- 922	EMPLOYEE APPREC. NIGHT	5,000	5,481	5,000	5,000	5,000	5,000		5,000	2,000
<b>TOTAL MISC. ACT/ASSOCIATIONS</b>		<b>101,897</b>	<b>103,762</b>	<b>101,997</b>	<b>104,637</b>	<b>114,634</b>	<b>114,634</b>	<b>0</b>	<b>111,634</b>	<b>109,634</b>
1- 401- 71- 101	UNANTICIPATED EXPENSES	10,000	1,875	10,000	10,000	10,000	10,000		10,000	5,000
1- 401- 71- 102	ECONOMIC DEVELOPMENT	5,000	0	5,000	10,000	10,000	10,000		10,000	5,000
<b>TOTAL ADMINISTRATION</b>		<b>2,028,240</b>	<b>1,818,546</b>	<b>2,155,809</b>	<b>2,277,695</b>	<b>2,566,932</b>	<b>2,327,819</b>	<b>241,067</b>	<b>2,397,745</b>	<b>2,367,976</b>

**TOWN OF HOOKSETT - BUDGET WORKSHEET FY 2003/2004**

03/07/2003

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2001/2002 FISCAL YEAR		column 3 2002/2003 CURRENT YEAR APPROP.	column 4 2002/2003 BUDGET INFO. Council/Budget Recomm	2003/2004 BUDGET YEAR			column 8 2003-04 COUNCIL RECOMM.	column 9 2003-2004 BUDGET COMMITTEE RECOMM.	
		2001-02 APPROP.	2001-02 ACTUAL			2003-04 DEPARTMENT REQUEST	2003-04 ADMIN REQUEST	2003-04 SUPPLEMENTAL BUDGET			
<b>FINANCE DEPARTMENT</b>											
1- 404- 01- 111	FINANCE WAGES	71,868	74,108	71,868	73,979	78,224	78,224	2,084	78,224	78,224	
1- 404- 01- 227	AUDIT	15,000	15,000	15,500	15,500	16,000	16,000		16,000	16,000	
1- 404- 01- 251	PRINTING & FORMS	2,500	2,730	2,500	2,500	2,900	2,900		2,900	2,900	
1- 404- 01- 433	TELEPHONE	1,680	1,910	1,680	2,000	2,000	2,000		2,000	2,000	
1- 404- 01- 531	MILEAGE	200	66	200	200	200	200		200	200	
1- 404- 01- 541	EDUCATION	425	443	425	670	670	670		670	670	
1- 404- 01- 713	NEW EQUIPMENT	300	20	300	2,450	500	500		500	500	
<b>TOTAL FINANCE DEPARTMENT</b>		<b>91,973</b>	<b>94,277</b>	<b>92,473</b>	<b>97,299</b>	<b>100,494</b>	<b>100,494</b>	<b>2,084</b>	<b>100,494</b>	<b>100,494</b>	
<b>ASSESSING DEPARTMENT</b>											
1- 407- 01- 111	ASSESSING WAGES	101,980	135,989	101,980	61,594	62,283	62,283	1,849	62,283	62,283	
1- 407- 01- 223	CONTRACTED SERVICES	0	0	0	68,750	68,750	68,750		24,000	24,000	
1- 411- 01- 229	TAX MAP MAINTENANCE	6,000	5,205	6,000	18,000	18,000	18,000		18,000	18,000	
1- 407- 01- 433	TELEPHONE	2,100	2,265	2,100	2,200	2,400	2,400		2,400	2,400	
1- 407- 01- 531	MILEAGE	850	680	850	900	850	850		850	850	
1- 407- 01- 541	EDUCATION	1,000	160	1,000	1,000	1,000	1,000		1,000	1,000	
1- 407- 01- 713	COMPUTER SOFTWARE	3,000	5,900	4,200	4,200	9,500	9,500		9,500	9,500	
1- 407- 01- 811	GENERAL OPERATING EXPENSES	800	871	800	800	2,770	2,770		2,770	2,770	
1- 407- 01- 811	GENERAL OPERATING EXPENSES	3,100	1,858	3,100	4,500	3,100	3,100		3,100	3,100	
<b>TOTAL ASSESSING DEPARTMENT</b>		<b>118,830</b>	<b>152,948</b>	<b>120,030</b>	<b>161,944</b>	<b>168,653</b>	<b>168,653</b>	<b>1,849</b>	<b>123,903</b>	<b>123,903</b>	
<b>BUILDING DEPARTMENT</b>											
1- 411- 01- 111	BUILDING WAGES	78,227	80,131	78,227	79,770	79,786	79,786	33,552	79,786	79,786	
1- 417- 01- 114	HEALTH OFFICER	1,200	1,200	1,200	2,400	2,400	2,400		2,400	2,400	
1- 411- 01- 222	CONTRACTED SERVICES	1,400	0	1,400	1,400	1,400	1,400		1,400	1,400	
1- 411- 01- 229	GIS UPDATE	0	0	0	0	2,000	0	2,000	0	0	
1- 411- 01- 251	PRINTING & FORMS	1,000	1,186	1,000	1,000	1,000	1,000		1,000	1,000	
1- 411- 01- 433	TELEPHONE	2,000	2,633	2,000	2,000	2,700	2,700		2,700	2,700	
1- 411- 01- 527	GAS	1,169	940	1,169	890	1,000	1,000		1,000	1,000	
1- 411- 01- 531	MILEAGE	0	0	0	0	2,500	0	2,500	0	0	
1- 411- 01- 541	EDUCATION	1,700	1,767	1,700	1,700	2,000	2,000		2,000	2,000	
1- 411- 01- 542	BOCA MEETING	2,500	2,430	2,500	2,500	2,500	2,500		2,500	2,500	
1- 411- 01- 713	NEW EQUIPMENT	3,000	1,946	3,000	3,000	5,000	5,000		3,000	3,000	
1- 411- 01- 811	GENERAL OPERATING EXPENSES	2,700	3,356	2,700	3,000	3,000	3,000		3,000	3,000	
<b>TOTAL BUILDING DEPARTMENT</b>		<b>94,896</b>	<b>95,589</b>	<b>94,896</b>	<b>97,660</b>	<b>136,486</b>	<b>98,786</b>	<b>40,052</b>	<b>98,786</b>	<b>95,286</b>	



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2001/2002 FISCAL YEAR		2002/2003 BUDGET INFO.	2003/2004 BUDGET YEAR	2003-04 DEPARTMENT REQUEST	2003-04 ADMIN REQUEST	2003-04 SUPPLEMENTAL BUDGET	2003-04 COUNCIL RECOMM.	2003-2004 BUDGET COMMITTEE RECOMM.
		2001-02 APPROP.	2001-02 ACTUAL							
<b>TAX DEPARTMENT</b>										
1- 414- 01- 111	TAX DEPARTMENT WAGES	112,859	108,041	112,859	113,704	113,704	113,704	3,278	113,704	113,704
1- 414- 01- 241	STATE FEES	3,250	5,329	3,250	3,275	3,275	3,275		3,275	3,275
1- 414- 01- 243	REGISTRY OF DEEDS	1,750	1,340	1,750	1,750	1,750	1,750		1,750	1,750
1- 414- 01- 251	PRINTING	4,375	2,803	4,375	4,375	4,375	4,375		4,375	4,375
1- 414- 01- 433	TELEPHONE	1,800	1,810	1,800	1,850	1,850	1,850		1,850	1,850
1- 414- 01- 531	MILEAGE	150	0	150	150	150	150		150	150
1- 414- 01- 541	EDUCATION	1,200	80	1,200	1,200	1,200	1,200		1,200	1,200
1- 414- 01- 713	NEW EQUIPMENT	475	541	475	680	680	680		680	680
1- 414- 01- 715	RECORDS PRESERVATION	1,700	0	1,700	1,700	1,700	1,700		1,700	1,700
1- 414- 01- 716	COMPUTER UPGRADE	0	0	0	0	0	0		0	0
1- 414- 01- 811	GENERAL OPERATING EXPENSES	2,100	1,671	2,100	3,900	3,900	3,900		3,900	3,900
1- 414- 01- 812	TOWN OF HOOKSETT AUTOMATION	11,222	11,222	11,222	0	0	0		0	0
<b>TOTAL TAX DEPARTMENT</b>		<b>140,881</b>	<b>132,837</b>	<b>140,881</b>	<b>132,584</b>	<b>132,584</b>	<b>132,584</b>	<b>3,278</b>	<b>132,584</b>	<b>132,584</b>
<b>FAMILY SERVICES</b>										
1- 420 01- 111	FAMILY SERVICES WAGES	38,188	33,612	38,188	34,333	34,333	34,333	1,032	34,333	34,333
1- 420 01- 433	TELEPHONE	1,628	2,005	1,628	2,000	2,000	2,000		2,000	2,000
1- 420 01- 531	MILEAGE	500	33	500	500	500	500		500	500
1- 420 01- 541	EDUCATION	700	95	700	700	700	700		700	700
1- 420 01- 713	EQUIPMENT	500	186	500	500	500	500		500	500
1- 420 01- 941	TOWN WELFARE	50,000	86,148	50,000	90,000	90,000	90,000		90,000	90,000
1- 420 01- 943	PROGRAM DEVELOPMENT	5,000	5,022	5,000	5,000	5,000	5,000		5,000	5,000
<b>TOTAL FAMILY SERVICES</b>		<b>96,516</b>	<b>129,101</b>	<b>96,516</b>	<b>133,733</b>	<b>133,733</b>	<b>133,733</b>	<b>1,032</b>	<b>133,733</b>	<b>133,733</b>

**TOWN OF HOOKSETT - BUDGET WORKSHEET FY 2003/2004**

03/07/2003

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2001/2002 FISCAL YEAR		column 3 2002/2003 CURRENT YEAR APPROP.	2002/2003 BUDGET INFO.		column 5 2003-04 DEPARTMENT REQUEST	column 6 2003-04 ADMIN REQUEST	column 7 2003-04 SUPPLEMENTAL BUDGET	column 8 2003-04 COUNCIL RECOMM.	column 9 2003-2004 BUDGET COMMITTEE RECOMM.
		2001-02 APPROP.	2001-02 ACTUAL		2002-03 Council/Budget Recomm	2003-04 BUDGET					
1- 424- 01- 111	WAGES	1,374,442	1,193,018	1,374,442	1,390,247	1,448,426	1,562,160	1,448,426	113,794	1,448,426	1,448,426
1- 424- 01- 311	GASOLINE & CRUISER UPKEEP	36,183	23,260	36,183	36,785	36,785	36,785	36,785		36,785	36,785
1- 424- 01- 314	COMMUNICATION MAINTENANCE	8,600	4,788	8,600	8,600	8,600	8,600	8,600		8,600	8,600
1- 424- 01- 315	EQUIPMENT MAINTENANCE	2,000	65	2,000	2,500	2,500	2,500	2,500		2,500	2,500
1- 424- 01- 415	PHOTOGRAPHY	5,500	4,203	5,500	6,039	6,039	6,039	6,039		6,039	6,039
1- 424- 01- 433	TELEPHONE	10,000	9,634	10,000	11,000	11,000	11,000	11,000		11,000	11,000
1- 424- 01- 441	SELECTION PROCESS	9,434	14,926	9,434	15,872	15,872	15,872	15,872	9,250	6,622	6,622
1- 424- 01- 443	TRAINING	16,965	15,979	16,965	16,965	16,965	16,965	16,965		16,965	16,965
1- 424- 01- 444	DRUG/ALCOHOL/PSYCHIMED TESTING	1,000	200	1,000	2,000	2,000	2,000	2,000		2,000	2,000
1- 424- 01- 445	PUBLICATIONS	4,960	7,372	4,960	4,960	4,960	4,960	4,960		4,960	4,960
1- 424- 01- 446	EDUCATION (CONTRACTUAL)	6,000	0	6,000	6,000	6,000	6,000	6,000		6,000	6,000
1- 424- 01- 447	COMMUNITY SERVICE (DARE & GREAT)	7,500	9,354	7,500	7,500	7,500	7,500	7,500		7,500	7,500
1- 424- 01- 481	VEHICLE & RELATED PURCHASES	3,272	90,444	3,272	56,435	56,435	56,435	56,435		56,435	56,435
1- 424- 01- 713	POLICE EQUIPMENT	19,951	66,620	19,951	11,650	8,800	11,650	8,800	2,850	8,800	8,800
1- 424- 01- 715	PERSONNEL EQUIPMENT	14,650	16,545	14,650	13,067	950	13,067	950	12,117	950	950
1- 424- 01- 716	UNIFORMS (CONTRACTUAL)	18,200	13,703	18,200	18,200	18,200	18,200	18,200		18,200	18,200
1- 424- 01- 717	OFFICE EQUIPMENT & RELATED SUPPLIES	7,919	21,741	7,919	7,925	7,925	7,925	7,925		7,925	7,925
1- 424- 01- 718	OFFICE EQUIPMENT RENTAL & MAINT. CONTRAC	21,340	20,851	21,340	22,599	22,599	22,599	22,599		22,599	22,599
1- 424- 01- 821	LEGAL FOR POLICE COMMISSION	8,000	5,303	8,000	8,000	8,000	8,000	8,000		8,000	8,000
1- 424- 01- 827	LEGAL FOR UNION NEGOTIATION	1	15,103	1	1	1	1	1		1	1
1- 424- 01- 962	ANIMAL CONTROL OPERATIONS	5,550	1,219	5,550	5,550	5,550	5,550	5,550		5,550	5,550
1- 424- 01- 963	SPECIAL POLICE	60,000	46,835	60,000	60,000	60,000	60,000	60,000		60,000	60,000
1- 424- 01- 999	MISCELLANEOUS	3,650	48,846	3,650	3,940	3,940	3,940	3,940		3,940	3,940
<b>TOTAL POLICE DEPARTMENT</b>		<b>1,644,117</b>	<b>1,630,009</b>	<b>1,644,117</b>	<b>1,705,835</b>	<b>1,749,797</b>	<b>1,887,748</b>	<b>1,749,797</b>	<b>137,951</b>	<b>1,749,797</b>	<b>1,749,797</b>

**TOWN OF HOOKSETT - BUDGET WORKSHEET FY 2003/2004**

03/07/2003

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2001/2002 FISCAL YEAR		column 3 2002/2003 CURRENT YEAR APPROP.	column 4 2002/2003 BUDGET INFO. 2002-03 Council/Budget Recomm	2003/2004 BUDGET YEAR			column 8 2003-04 COUNCIL RECOMM.	column 9 2003-2004 BUDGET COMMITTEE RECOMM.	
		column 1 2001-02 APPROP.	column 2 2001-02 ACTUAL			column 5 2003-04 DEPARTMENT REQUEST	column 6 2003-04 ADMIN REQUEST	column 7 2003-04 SUPPLEMENTAL BUDGET			
<b>COMMUNICATIONS DEPARTMENT</b>											
1- 427- 01- 111	WAGES	261,097	226,787	261,097	280,863	281,918	268,560	13,356	281,916	281,916	
1- 427- 01- 311	EQUIPMENT MAINTENANCE	13,640	1,453	13,640	12,650	12,650	12,650		12,650	12,650	
1- 427- 01- 312	SPOTS (STATE POLICE TELECOM.)	3,600	3,600	3,600	3,600	3,600	3,600		3,600	3,600	
1- 427- 01- 313	EQUIPMENT CONTRACTS	0	0	0	2,500	2,500	2,500		2,500	2,500	
1- 427- 01- 314	COMMUNICATON EQUIPMENT CONTRACTS	0	0	0	5,000	5,000	5,000		5,000	5,000	
1- 427- 01- 411	PERSONNEL EQUIPMENT	0	0	0	1	1	1		1	1	
1- 427- 01- 424	OFFICE SUPPLIES	1,755	3,402	1,755	2,325	2,325	2,325		2,325	2,325	
1- 427- 01- 425	NEW OFFICE EQUIPMENT	3,300	1,577	3,300	500	500	500		500	500	
1- 427- 01- 433	TELEPHONE	5,000	4,486	5,000	5,500	5,500	5,500		5,500	5,500	
1- 427- 01- 441	SELECTION PROCESS	2,850	4,061	2,850	5,200	5,200	5,200		5,200	5,200	
1- 427- 01- 443	TRAINING	4,630	1,471	4,630	4,050	4,050	4,050		4,050	4,050	
1- 427- 01- 444	DRUG/ALCOHOL/PSYCH/MED TESTING	250	0	250	1,000	1,000	1,000		1,000	1,000	
1- 427- 01- 445	PUBLICATIONS	150	163	150	250	250	250		250	250	
1- 427- 01- 446	EDUCATION (CONTRACTUAL)	1,000	0	1,000	1,500	1,500	1,500		1,500	1,500	
1- 427- 01- 713	NEW EQUIPMENT	1,000	3,245	1,000	1,000	1,000	1,000		1,000	1,000	
1- 427- 01- 713	OFFICE EQUIP. RENTAL & MAINT. CONTRACTS	0	242	0	2,220	2,220	2,220		2,220	2,220	
1- 427- 01- 999	MISCELLANEOUS	250	0	250	250	250	250		250	250	
<b>TOTAL COMMUNICATIONS DEPT.</b>					<b>298,522</b>	<b>298,522</b>	<b>316,106</b>	<b>13,356</b>	<b>329,462</b>	<b>329,462</b>	

**TOWN OF HOOKSETT - BUDGET WORKSHEET FY 2003/2004**

03/07/2003

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2001/2002 FISCAL YEAR		column 3	2002/2003 BUDGET INFO.		column 4	2003/2004 BUDGET YEAR				column 8	column 9
		2001-02 APPROP.	2001-02 ACTUAL		2002-2003 CURRENT YEAR APPROP.	2002-03 Council/Budget Recomm		2003-04 DEPARTMENT REQUEST	2003-04 ADMIN REQUEST	2003-04 SUPPLEMENTAL BUDGET	2003-04 COUNCIL RECOMM.		
1- 431- 01- 111	WAGES - PERM.	922,711	729,672	822,711	969,242	1,054,037	1,022,431	34,358	1,060,931	1,060,931	1,060,931	1,060,931	1,060,931
	2002/2003 UNION CONTRACT			159,039	159,039								
1- 431- 01- 112	OVERTIME	166,227	294,252	166,227	184,975	343,798	258,545	65,253	215,766	215,766	215,766	215,766	215,766
	2002/2003 UNION CONTRACT			30,787	30,787								
1- 431- 01- 113	WAGES - CALL	25,338	42,600	25,338	28,512	44,250	18,600	26,208	18,600	18,600	18,600	18,600	18,600
1- 431- 01- 115	WAGES - ADMINISTRATIVE	182,857	162,163	182,857	215,105	260,638	190,118	65,181	223,532	223,532	223,532	223,532	223,532
1- 431- 01- 116	SPECIAL DETAIL	5,000	7,624	5,000	4,000	5,000	5,000		5,000	5,000	5,000	5,000	5,000
1- 431- 01- 251	PRINTING	650	1,217	650	1,150	1,150	1,150		1,150	1,150	1,150	1,150	1,150
1- 431- 01- 253	ADVERTISING	500	2,229	500	1,000	1,000	1,000		1,000	1,000	1,000	1,000	1,000
1- 431- 01- 314	MAINTENANCE & REPAIR RADIOS	3,500	3,677	3,500	3,500	4,500	4,500		4,500	4,500	4,500	4,500	4,500
1- 431- 01- 315	MAINTENANCE & REPAIR PORTABLE EQUIP.	15,482	24,396	15,482	15,189	17,683	17,683		17,683	17,683	17,683	17,683	17,683
1- 431- 01- 316	MAINTENANCE & REPAIR HOSES	10,125	11,809	10,125	7,985	5,375	5,375		5,375	5,375	5,375	5,375	5,375
1- 431- 01- 317	MAINTENANCE & REPAIR CLOTHING	2,750	10,656	2,750	2,150	1,700	1,700		1,700	1,700	1,700	1,700	1,700
1- 431- 01- 318	RENTAL & LEASES	6,336	7,042	6,336	6,304	8,724	8,724		8,724	8,724	8,724	8,724	8,724
1- 431- 01- 319	OFFICE EQUIPMENT MAINTENANCE	3,800	7,659	3,800	3,800	7,950	7,950		7,950	7,950	7,950	7,950	7,950
1- 431- 01- 417	CLOTHING PURCHASE	24,650	35,284	24,650	58,650	35,300	22,300	13,000	22,300	22,300	22,300	22,300	22,300
1- 431- 01- 419	AIR & OXYGEN	650	666	650	1,008	1,008	1,008		1,008	1,008	1,008	1,008	1,008
1- 431- 01- 422	MEDICAL SUPPLIES	7,485	8,114	7,485	14,521	25,709	14,414	11,295	14,414	14,414	14,414	14,414	14,414
1- 431- 01- 424	OFFICE SUPPLIES	3,000	3,672	3,000	3,000	3,800	3,800		3,800	3,800	3,800	3,800	3,800
1- 431- 01- 425	SUBSCRIPTIONS & MEMBERSHIP	990	1,086	990	1,490	1,490	1,490		1,490	1,490	1,490	1,490	1,490
1- 431- 01- 427	FOOD EXPENSE	1,200	2,041	1,200	1,200	1,200	1,200		1,200	1,200	1,200	1,200	1,200
1- 431- 01- 431	POSTAGE	300	850	300	900	900	900		900	900	900	900	900
1- 431- 01- 433	TELEPHONE	6,280	10,649	6,280	8,080	9,190	9,190		9,190	9,190	9,190	9,190	9,190
1- 431- 01- 443	TRAINING	14,000	24,053	14,000	26,000	41,900	20,900	3,000	20,900	20,900	20,900	20,900	20,900
	2002/2003 UNION CONTRACT			6,000	6,000								
	TRAINING-CONTRACTUAL												
1- 431- 01- 444	TRAINING - ADMINISTRATION	7,660	6,841	7,660	7,035	7,635	7,635		7,635	7,635	7,635	7,635	7,635
1- 431- 01- 529	GAS & OIL	9,932	10,238	9,932	11,816	11,385	11,385		11,385	11,385	11,385	11,385	11,385
1- 431- 01- 713	NEW EQUIPMENT	18,495	19,203	18,495	15,000	29,337	4,800	10,200	4,800	4,800	4,800	4,800	4,800
1- 431- 01- 714	SAFETY EQUIPMENT	2,800	3,770	2,800	2,400	2,400	2,400		2,400	2,400	2,400	2,400	2,400
1- 431- 01- 715	OPERATING EQUIPMENT	23,130	25,267	23,130	14,363	41,314	32,603	8,711	32,603	32,603	32,603	32,603	32,603
1- 431- 01- 716	NEW RESCUE EQUIPMENT	6,927	6,438	6,927	2,600	10,377	10,377		10,377	10,377	10,377	10,377	10,377
1- 431- 01- 971	FIRE PREVENTION	5,675	5,911	5,675	7,675	8,675	8,675		8,675	8,675	8,675	8,675	8,675
1- 431- 01- 973	HAZARDOUS MATERIALS	7,170	5,765	7,170	6,170	10,870	10,870		10,870	10,870	10,870	10,870	10,870
1- 431- 01- 975	PHYSICAL EXAMS	4,230	4,812	4,230	5,230	7,000	7,000		7,000	7,000	7,000	7,000	7,000
	<b>TOTAL FIRE DEPARTMENT</b>	<b>1,389,850</b>	<b>1,479,676</b>	<b>1,585,676</b>	<b>1,727,880</b>	<b>2,008,995</b>	<b>1,731,721</b>	<b>260,906</b>	<b>1,762,238</b>	<b>1,762,238</b>	<b>1,762,238</b>	<b>1,762,238</b>	<b>1,753,185</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2001/2002 FISCAL YEAR		column 3 2002/2003 CURRENT YEAR APPROP.	column 4 2002-03 Council/Budget Recomm	2003/2004 BUDGET YEAR			column 8 2003-04 COUNCIL RECOMM.	column 9 2003-2004 BUDGET COMMITTEE RECOMM.
		2001-02 APPROP.	2001-02 ACTUAL			2003-04 DEPARTMENT REQUEST	2003-04 ADMIN REQUEST	2003-04 SUPPLEMENTAL BUDGET		
<b>FOREST FIRE</b>										
1- 434- 01- 101	WAGES	2,500	0	2,500	2,500	2,500	2,500	2,500	2,500	2,500
1- 434- 01- 713	NEW EQUIPMENT	6,000	7,402	6,000	5,220	6,320	6,320	14,748	14,748	14,748
	<b>TOTAL FOREST FIRE</b>	<b>8,500</b>	<b>7,402</b>	<b>8,500</b>	<b>7,720</b>	<b>8,820</b>	<b>8,820</b>	<b>17,248</b>	<b>17,248</b>	<b>17,248</b>
<b>HIGHWAY DEPARTMENT</b>										
<b>HIGHWAY ADMINISTRATION</b>										
1- 437- 11- 111	WAGES	86,968	38,009	86,968	83,143	83,165	83,165	83,165	83,165	83,165
1- 437- 11- 317	UNIFORMS	8,060	8,203	8,060	10,030	7,930	7,930	7,930	7,930	7,930
1- 437- 11- 424	OFFICE SUPPLIES	2,500	2,306	2,500	2,500	2,500	2,500	2,500	2,500	2,500
1- 437- 11- 433	TELEPHONE	3,692	5,419	3,692	5,692	6,004	6,004	6,004	6,004	6,004
1- 437- 11- 541	EDUCATION & TRAINING	600	870	600	2,600	2,600	2,600	2,600	2,600	2,600
1- 437- 11- 711	TECH. SUPPLIES	2,400	0	2,400	1	500	500	500	500	500
1- 437- 11- 713	NEW EQUIPMENT	1,000	511	1,000	1,000	1,000	1,000	1,000	1,000	1,000
1- 437- 11- 989	AUTOCAD SYSTEM	600	0	600	1	1	1	1	1	1
1- 437- 11- 999	MISC.	1	439	1	0	1	1	1	1	1
	<b>TOTAL HIGHWAY ADMINISTRATION</b>	<b>105,821</b>	<b>55,757</b>	<b>105,821</b>	<b>104,967</b>	<b>103,701</b>	<b>103,701</b>	<b>103,701</b>	<b>103,701</b>	<b>103,701</b>
<b>ROAD MAINTENANCE</b>										
1- 437- 21- 111	WAGES	255,244	256,231	255,244	296,195	275,729	275,729	314,779	314,779	314,779
1- 437- 21- 275	RENTAL & CONTRACTED SERVICES	16,000	10,718	16,000	59,900	29,230	29,230	29,230	29,230	27,000
1- 437- 21- 311	MAINT & REPAIR OF EQUIPMENT	0	45	0	0	0	0	0	0	0
1- 437- 21- 421	CONSTRUCTION MATERIAL	50,000	50,231	50,000	55,000	55,000	55,000	55,000	55,000	55,000
1- 437- 21- 429	SALT/SAND FOR HIGHWAYS	61,000	60,969	61,000	65,000	65,000	65,000	65,000	65,000	65,000
1- 437- 21- 529	GAS & DIESEL FUEL	22,000	20,345	22,000	20,000	20,000	20,000	20,000	20,000	20,000
1- 437- 21- 711	NEW/REPLACEMENT EQUIPMENT	30,400	30,341	30,400	34,600	29,515	29,515	29,515	29,515	16,415
1- 437- 21- 712	SALT/SAND FOR RESIDENTS	1,000	0	1,000	1,000	1,000	1,000	1,000	1,000	0
1- 437- 21- 987	PLOW EDGES & CHAINS	3,000	3,182	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	<b>TOTAL ROAD MAINTENANCE</b>	<b>438,644</b>	<b>432,072</b>	<b>438,644</b>	<b>534,695</b>	<b>478,474</b>	<b>478,474</b>	<b>517,524</b>	<b>517,524</b>	<b>501,194</b>
<b>MISC. HIGHWAY</b>										
1- 437- 41- 981	RESURFACING	220,000	220,000	220,000	220,000	220,000	220,000	180,950	180,950	220,000
	<b>TOTAL MISC. HIGHWAY</b>	<b>220,000</b>	<b>220,000</b>	<b>220,000</b>	<b>220,000</b>	<b>220,000</b>	<b>220,000</b>	<b>180,950</b>	<b>180,950</b>	<b>220,000</b>

**TOWN OF HOOKSETT - BUDGET WORKSHEET FY 2003/2004**

03/07/2003

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2001/2002 FISCAL YEAR		column 3 2002/2003 CURRENT YEAR APPROP.	column 4 2002-03 Council/Budget Recomm	2003/2004 BUDGET YEAR			column 8 2003-04 COUNCIL RECOMM.	column 9 2003-2004 BUDGET COMMITTEE RECOMM.
		2001-02 APPROP.	2001-02 ACTUAL			2003-04 DEPARTMENT REQUEST	2003-04 ADMIN REQUEST	2003-04 SUPPLEMENTAL BUDGET		
<b>FLEET MAINTENANCE</b>										
1- 437- 52- 111	WAGES	61,838	64,798	61,838	66,679	63,471	63,471	1,893	63,471	63,471
1- 437- 52- 311	HIGHWAY MAINTENANCE & REPAIR	42,000	22,991	42,000	45,000	45,000	45,000		45,000	35,000
1- 437- 52- 313	POLICE VEHICLE MAINTENANCE & REPAIR	15,000	12,261	15,000	20,000	20,000	15,000	5,000	15,000	15,000
1- 437- 52- 314	FIRE VEHICLE MAINTENANCE & REPAIR	36,000	52,496	36,000	36,000	48,500	48,500		48,500	45,000
1- 437- 52- 315	ADMINISTRATION VEHICLE MAINT. & REPAIR	1,100	3,472	1,100	1,100	2,000	2,000		2,000	1,000
1- 437- 52- 316	PARKS & RECR. MAINTENANCE & REPAIR	1,000	2,051	1,000	2,000	2,000	2,000		2,000	1,000
1- 437- 52- 317	MISC. TOWN VEHICLE REPAIRS	10,000	0	10,000	10,000	10,000	10,000		10,000	5,000
1- 437- 52- 318	BUILDING VEHICLE MAINTENANCE & REPAIR	1,100	1,794	1,100	2,000	1,000	1,000		1,000	500
1- 437- 52- 319	TRANSFER STATION VEHICLE MAINT & REPAIR	8,500	5,158	8,500	8,000	6,000	6,000		6,000	6,000
1- 437- 52- 320	RUBBISH VEHICLE MAINT & REPAIR	2,200	4,346	2,200	2,200	4,000	4,000		4,000	4,000
1- 437- 52- 322	FOUNDATIONS MAINTENANCE	1,500	1,220	1,500	1,500	1,500	1,500		1,500	1,500
1- 437- 52- 421	SHOP SUPPLIES, SERVICES & TOOLS	3,933	10,339	3,933	3,956	7,633	7,633		7,633	7,833
<b>TOTAL FLEET MAINTENANCE</b>		<b>184,171</b>	<b>180,828</b>	<b>184,171</b>	<b>200,437</b>	<b>215,104</b>	<b>208,104</b>	<b>10,693</b>	<b>206,104</b>	<b>185,104</b>
<b>SOLID WASTE DEPARTMENT (TRANSFER)</b>		<b>948,636</b>	<b>888,657</b>	<b>948,636</b>	<b>1,060,099</b>	<b>1,071,904</b>	<b>1,008,279</b>	<b>85,330</b>	<b>1,008,279</b>	<b>1,009,999</b>
<b>ADMINISTRATION</b>										
1- 441- 01- 111	WAGES	86,754	91,968	86,754	89,895	91,800	91,800	2,597	91,800	91,800
1- 441- 01- 424	OFFICE SUPPLIES	1,400	1,170	1,400	1,950	1,950	1,950		1,950	1,950
1- 441- 01- 433	TELEPHONE	1,100	969	1,100	1,100	1,100	1,100		1,100	1,100
1- 441- 01- 541	EDUCATION	400	200	400	800	500	500		500	500
1- 441- 01- 736	OFFICE EQUIPMENT MAINTENANCE	0	0	0	0	1	1		1	1
<b>TOTAL ADMINISTRATION</b>		<b>89,654</b>	<b>94,307</b>	<b>89,654</b>	<b>93,745</b>	<b>95,351</b>	<b>95,351</b>	<b>2,597</b>	<b>95,351</b>	<b>95,351</b>
<b>SOLID WASTE/RECYCLING</b>										
1- 441- 10- 111	WAGES	65,202	63,263	65,202	70,552	68,374	65,674	4,597	65,674	65,674
1- 441- 10- 222	CONTRACTED SERVICES	6,005	5,824	6,005	6,075	6,200	6,200		6,200	6,200
1- 441- 10- 312	MISC. MAINTENANCE & REPAIR OF EQUIPMENT	4,000	4,293	4,000	5,000	3,000	3,000		3,000	3,000
1- 441- 10- 411	RECYCLING EQUIPMENT	4,000	3,418	4,000	2,000	2,300	2,300		2,300	2,300
1- 441- 10- 421	MATERIALS & SUPPLIES	2,900	2,908	2,900	1,500	2,500	2,500		2,500	2,500
1- 441- 10- 529	GAS & OIL FOR VEHICLES	7,900	7,817	7,900	8,000	8,500	8,500		8,500	8,500
1- 441- 10- 542	TIPPING FEES	418,300	339,011	454,000	342,500	452,850	452,850		452,850	452,850
1- 441- 10- 543	HAZARDOUS WASTE DISPOSAL				4,200	9,800	9,800		9,800	9,800
1- 441- 10- 544	PAY-AS-YOU-THROW BAGS				57,600	1	1		1	1
1- 441- 10- 611	POST CLOSURE LANDFILL MAINTENANCE	1	0	1	1	1	1		1	1
1- 441- 10- 712	NEW EQUIPMENT				4,800					
1- 441- 10- 713	NEW EQUIPMENT FOR RECYCLING	0	0	0	0	1	1		1	1
<b>TOTAL SOLID WASTE/RECYCLING</b>		<b>508,308</b>	<b>426,534</b>	<b>544,008</b>	<b>502,228</b>	<b>553,527</b>	<b>550,827</b>	<b>4,597</b>	<b>550,827</b>	<b>550,827</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2001/2002 FISCAL YEAR		column 3 2002-2003 CURRENT YEAR APPROP.	column 4 2002-03 Council/Budget Recomm	2003/2004 BUDGET YEAR			column 8 2003-04 COUNCIL RECOMM.	column 9 2003-2004 BUDGET COMMITTEE RECOMM.
		column 1 2001-02 APPROP.	column 2 2001-02 ACTUAL			column 5 2003-04 DEPARTMENT REQUEST	column 6 2003-04 ADMIN REQUEST	column 7 2003-04 SUPPLEMENTAL BUDGET		
<b>COLLECTION</b>										
1- 441- 11- 111	WAGES	74,965	72,375	74,965	75,532	77,447	77,447	2,246	77,447	77,447
1- 441- 11- 275	RENTAL/CONTRACTED SERVICES	3,000	1,086	3,000	3,000	3,000	3,000		3,000	3,000
1- 441- 11- 317	UNIFORM ALLOWANCE	1,750	699	1,750	1,750	2,200	2,200		2,200	2,200
1- 441- 11- 421	SUPPLIES	500	0	500	500	500	500		500	500
1- 441- 11- 529	GAS & OIL	3,000	0	3,000	3,000	3,500	3,500		3,500	3,500
1- 441- 11- 713	NEW EQUIPMENT	0	0	0	0	1	1		1	1
<b>TOTAL COLLECTION DEPARTMENT</b>		<b>83,215</b>	<b>74,160</b>	<b>83,215</b>	<b>83,782</b>	<b>86,648</b>	<b>86,648</b>	<b>2,246</b>	<b>86,648</b>	<b>86,648</b>
<b>TOTAL SOLID WASTE</b>										
<b>PARKS &amp; RECREATION DEPARTMENT</b>										
1- 444- 01- 111	WAGES - PARKS & RECREATION	55,249	55,011	55,249	13,614	32,760	32,760		32,760	32,760
1- 444- 02- 111	WAGES - GROUNDS MAINTENANCE	64,510	46,619	64,510	68,248	109,506	81,919	18,372	100,291	100,291
1- 444- 01- 112	WAGES - FUN IN THE SUN	16,832	16,404	18,832	21,448	21,448	21,448		21,448	21,448
1- 444- 01- 311	MAINTENANCE & REPAIRS	37,750	30,308	37,750	36,500	46,250	46,250		46,250	46,250
1- 444- 01- 433	TELEPHONE	1,000	889	1,000	1,000	1,000	1,000		1,000	1,000
1- 444- 01- 529	GAS & DIESEL FUEL	0	142	0	0	0	0		0	0
1- 444- 01- 713	NEW EQUIPMENT	13,900	12,176	13,900	12,400	12,800	12,800		12,800	12,800
1- 444- 01- 810	GENERAL OPERATION - FUN SUN	4,420	4,122	4,420	4,420	4,420	4,420		4,420	4,420
1- 444- 01- 811	GENERAL OPERATIONS	13,200	7,660	13,200	12,200	16,900	16,900		16,900	13,900
<b>TOTAL PARKS &amp; RECREATION</b>		<b>208,861</b>	<b>175,531</b>	<b>208,861</b>	<b>169,830</b>	<b>245,084</b>	<b>184,737</b>	<b>51,132</b>	<b>235,869</b>	<b>232,869</b>
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>										
1- 454- 01- 111	WAGES	81,315	80,074	81,315	137,423	149,877	85,517	66,684	85,517	85,517
1- 451- 01- 223	PROF. SERVICES	1	0	1	1	21,000	21,000		21,000	21,000
1- 454- 01- 424	OFFICE SUPPLIES	5,478	5,920	5,478	7,725	2,720	2,720		2,720	2,720
1- 454- 01- 431	POSTAGE	6,151	5,028	6,151	6,655	6,151	6,151		6,151	6,151
1- 454- 01- 433	TELEPHONE	1,800	2,038	1,800	2,000	3,240	2,540	700	2,540	2,540
1- 454- 01- 443	TRAINING	3,920	2,297	3,920	4,000	4,500	4,000		4,000	4,000
1- 454- 01- 543	TRAVEL EXPENSE	5,022	4,816	5,022	5,324	7,244	6,044	1,200	6,044	5,501
1- 454- 01- 713	NEW EQUIPMENT					3,370	3,370		3,370	3,370
1- 454- 01- 811	GENERAL OPERATION					4,500	4,500		4,500	4,500
1- 454- 01- 829	HEARING EXPENSE	5,150	5,490	5,150	5,150	6,000	6,000		6,000	6,000
1- 454- 01- 850	FISCAL IMPACT ANALYSIS	15,000	10,500	15,000	15,000	40,000	40,000		0	0
1- 454- 01- 860	MASTER PLAN UPDATE	10,000	18,745	10,000	0	1	1		1	1
1- 454- 01- 865	RECORDS PRESERVATION				4,360	4,360	4,360		4,360	4,360
1- 454- 01- 870	GIS MAINTENANCE	0	0	0	0	0	0		0	0
<b>TOTAL COMMUNITY DEVELOPMENT</b>		<b>133,837</b>	<b>134,908</b>	<b>133,837</b>	<b>187,638</b>	<b>252,963</b>	<b>186,203</b>	<b>69,084</b>	<b>146,203</b>	<b>141,301</b>

**TOWN OF HOOKSETT - BUDGET WORKSHEET FY 2003/2004**

03/07/2003

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2001/2002 FISCAL YEAR		2002/2003 BUDGET INFO.	2003/2004 BUDGET YEAR	2003-04 DEPARTMENT REQUEST	2003-04 ADMIN REQUEST	2003-04 SUPPLEMENTAL BUDGET	column 8	column 9
		2001-02 APPROP.	2001-02 ACTUAL							
<b>EMERGENCY MANAGEMENT</b>										
1- 461- 01- 111	WAGES	552	0	552	10,000	10,000	10,000		10,000	10,000
1- 461- 01- 311	EQUIPMENT MAINT.	300	421	300	300	300	300		300	300
1- 461- 01- 424	OFFICE SUPPLIES	500	612	500	500	500	500		500	500
1- 461- 01- 433	TELEPHONE	1,590	2,368	1,590	1,590	1,790	1,590	200	1,590	1,590
1- 461- 01- 443	TRAINING/EQUIP	1,000	0	1,000	5,000	12,080	12,080		12,080	12,080
1- 461- 01- 531	MILEAGE	900	0	900	900	900	900		900	900
1- 461- 01- 713	EOC EQUIPMENT/FURNISHING	0	0	0	1,000	1,000	1,000	2,500	1,000	1,000
1- 461- 01- 715	GENERATOR	121	414	121	350	350	350		350	350
1- 461- 01- 717	EMERGENCY COMMUNICATION	1	0	1	300	300	300		300	300
1- 461- 01- 815	EMERGENCY FOOD/ SUPPLIES	300	121	300	300	300	300		300	300
<b>TOTAL EMG. MANAGEMENT</b>		<b>5,264</b>	<b>3,926</b>	<b>5,264</b>	<b>20,240</b>	<b>30,020</b>	<b>27,320</b>	<b>2,700</b>	<b>27,320</b>	<b>27,320</b>
<b>CEMETERY COMMISSION</b>										
1- 464- 01- 222	CONTRACTED SERVICES	411	0	411	411	411	411		411	411
1- 464- 01- 223	SURVEY	1,000	0	1,000	1	3,000	3,000		3,000	1,000
1- 464- 01- 424	OFFICE SUPPLIES	630	350	630	130	630	630		630	630
<b>TOTAL CEMETERY COMMISSION</b>		<b>2,041</b>	<b>350</b>	<b>2,041</b>	<b>542</b>	<b>4,041</b>	<b>4,041</b>	<b>0</b>	<b>4,041</b>	<b>2,041</b>
<b>CONSERVATION COMMISSION</b>										
1- 467- 01- 224	SECRETARIAL SERVICES	4,000	4,000	4,000	3,853	4,000	4,000	119	4,000	4,000
1- 467- 01- 226	ANALYTICAL SERVICES	1	0	1	1	1	1		1	1
1- 467- 01- 431	POSTAGE	100	97	100	150	100	100		100	100
1- 467- 01-	TELEPHONE					100	100		100	100
1- 467- 01- 435	SUPPLIES	350	350	350	550	250	250		250	250
1- 467- 01- 543	TRAVEL	745	745	745	745	745	745		745	745
1- 467- 01- 545	CONFERENCES/BOOKS	225	225	225	225	225	225		225	225
1- 467- 01- 711	EDUCATION	625	582	625	400	400	400		400	400
1- 467- 01- 712	SCHOLARSHIP		0		250	300	300		300	300
1- 467- 01- 823	LEGAL/LAND PURCHASE	1	0	1	1	1	1		1	1
1- 467- 01- 913	DUES	330	368	330	380	380	380		380	380
1- 467- 01- 997	NATURAL AREA INVENT	500	500	500	500	500	500		500	500
<b>TOTAL CONSERVATION COMM.</b>		<b>6,877</b>	<b>6,877</b>	<b>6,877</b>	<b>7,055</b>	<b>7,002</b>	<b>7,002</b>	<b>119</b>	<b>7,002</b>	<b>7,002</b>



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2001/2002 FISCAL YEAR		column 3 2002-2003 CURRENT YEAR APPROP.	column 4 2002-03 Council/Budget Recomm	2003/2004 BUDGET YEAR			column 6 2003-04 COUNCIL RECOMM.	column 9 2003-2004 BUDGET COMMITTEE RECOMM.
		2001-02 APPROP.	2001-02 ACTUAL			2003-04 DEPARTMENT REQUEST	2003-04 ADMIN REQUEST	2003-04 SUPPLEMENTAL BUDGET		
<b>BUDGET COMMITTEE</b>										
1- 474- 01- 224	SECRETARIAL	3,292	3,108	3,292	3,292	3,693	3,693	96	3,693	3,693
1- 474- 01- 424	OFFICE SUPPLIES	500	116	500	500	400	400		400	400
1- 474- 01- 431	POSTAGE	54	8	54	54	288	288		288	288
1- 474- 01-	DUES & SUBSCRIPTIONS					1	1		1	1
1- 474- 01- 543	SEMINARS	250	25	250	250	200	200		200	200
1- 474- 01- 829	HEARINGS	300	157	300	300	300	300		300	300
	<b>TOTAL BUDGET COMMITTEE</b>	<b>4,396</b>	<b>3,414</b>	<b>4,396</b>	<b>4,396</b>	<b>4,882</b>	<b>4,882</b>	<b>96</b>	<b>4,882</b>	<b>4,882</b>
<b>TOWN BUILDINGS</b>										
1- 480- 20- 117	CUSTODIAL/MAINTENANCE WAGES	47,351	27,967	47,351	47,840	47,411	47,411	1,394	47,411	47,411
1- 480- 20- 118	GENERAL OPERATING EXPENSES	2,200	6,978	2,200	3,200	4,200	4,200		4,200	4,200
1- 480- 20- 315	MAINTENANCE & REPAIRS	29,310	37,189	29,310	48,910	56,830	56,830		56,830	50,830
1- 480- 20- 423	CUSTODIAL SUPPLIES	10,200	8,493	10,200	12,200	12,700	12,700		12,700	12,700
1- 480- 20- 424	SUPPLIES & EQUIPMENT FOR MAINT. EMPLOYEE				2,000	0	0		0	0
1- 480- 20- 433	TELEPHONE				680	480	480		480	480
1- 480- 20- 451	ELECTRIC	62,500	51,218	62,500	62,500	62,500	62,500		62,500	62,500
1- 480- 20- 511	SEWER	1,400	970	1,400	1,400	1,400	1,400		1,400	1,400
1- 480- 20- 513	WATER	2,400	2,399	2,400	3,050	3,450	3,450		3,450	3,450
1- 480- 20- 525	HEATING	27,300	19,844	27,300	34,200	34,200	34,200		34,200	34,200
1- 480- 20- 529	GENERATOR FUEL				1,229	1,430	1,430		1,430	1,430
1- 480- 20- 531	MILEAGE				2,500	1,800	1,800		1,800	1,800
1- 480- 20- 711	NEW EQUIPMENT	34,600	13,949	34,600	37,240	62,161	35,662	26,499	20,000	20,000
	<b>Total</b>	<b>217,261</b>	<b>169,007</b>	<b>217,261</b>	<b>256,949</b>	<b>288,562</b>	<b>262,063</b>	<b>27,893</b>	<b>246,401</b>	<b>240,401</b>
<b>COURT HOUSE</b>										
1- 480- 21- 117	CUSTODIAL	5,580	5,378	5,580	5,481	5,704	5,704	172	5,704	5,704
1- 480- 21- 315	REPAIRS	3,000	3,159	3,000	6,775	3,870	3,870		3,870	3,870
1- 480- 21- 423	CUSTODIAL SUPPLIES	1,200	789	1,200	1,200	1,200	1,200		1,200	1,200
1- 480- 21- 433	TELEPHONE				0	912	912		912	912
1- 480- 21- 451	ELECTRIC	9,000	7,579	9,000	11,000	9,000	9,000		9,000	9,000
1- 480- 21- 525	HEATING	5,000	4,628	5,000	5,000	5,000	5,000		5,000	5,000
	<b>Total Court House</b>	<b>23,780</b>	<b>21,553</b>	<b>23,780</b>	<b>29,456</b>	<b>25,686</b>	<b>25,686</b>	<b>172</b>	<b>25,686</b>	<b>25,686</b>
	<b>TOTAL TOWN BUILDINGS</b>	<b>241,051</b>	<b>190,540</b>	<b>241,051</b>	<b>286,405</b>	<b>314,248</b>	<b>287,749</b>	<b>28,065</b>	<b>272,087</b>	<b>266,087</b>

**TOWN OF HOOKSETT - BUDGET WORKSHEET FY 2003/2004**

03/07/2003

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	column 1	column 2	column 3	column 4	column 5	column 6	column 7	column 8	column 9
		2001/2002 FISCAL YEAR 2001-02 APPROP. 8,144,465	2001/2002 FISCAL YEAR 2001-02 ACTUAL 7,790,076	2002/2003 BUDGET INFO. 2002-2003 CURRENT YEAR APPROP. 8,505,260	2002/2003 BUDGET INFO. 2002-03 Council/Budget Recomm 9,076,290	2003/2004 BUDGET YEAR 2003-04 DEPARTMENT REQUEST 10,148,005	2003/2004 BUDGET YEAR 2003-04 ADMIN REQUEST 9,211,552	2003/2004 BUDGET YEAR 2003-04 SUPPLEMENTAL BUDGET 955,969	2003-04 COUNCIL RECOMM. 9,284,499	2003-2004 BUDGET COMMITTEE RECOMM. 9,227,995
<b>TOTAL OPERATING BUDGET</b>										

**TOWN OF HOOKSETT - BUDGET WORKSHEET FY 2003/2004**

03/07/2003

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	column 1	column 2	column 3	column 4	column 5	column 6	column 7	column 8	column 9
		2001/2002 FISCAL YEAR 2001-02 APPROP.	2001-02 ACTUAL	2002/2003 BUDGET INFO. 2002-2003 CURRENT YEAR APPROP.	2002-03 Council/Budget Recomm	2003-04 DEPARTMENT REQUEST	2003-04 ADMIN REQUEST	2003-04 SUPPLEMENTAL BUDGET	2003-04 COUNCIL RECOMM.	2003-2004 BUDGET COMMITTEE RECOMM.
<b>CAPITAL BUDGET</b>										
<b>CAPITAL PURCHASES</b>										
	Various capital purchases (see attached for detail)									
	TOTAL CAPITAL PURCHASES	91,312	86,427	231,207	43,895	479,655	155,655	324,000	155,655	155,655
<b>DEBT SERVICE</b>										
<b>BOND PRINCIPLE PAYMENTS</b>										
	Various borrowing (see attached for detail)									
	TOTAL BOND PRINCIPLE	240,000	240,000	549,200	549,200	549,200	549,200	0	549,200	549,200
<b>BOND INTEREST PAYMENTS</b>										
	Various borrowing (see attached for detail)									
	TOTAL BOND INTEREST	108,907	108,916	235,936	235,936	170,701	170,701	0	170,701	170,701
	TAX INTEREST PAYMENTS					28,125	28,125		28,125	1
	TAX ANTICIPATION NOTE					748,026	748,026	0	748,026	719,902
	TOTAL DEBT SERVICE	348,907	348,916	785,136	785,136	748,026	748,026	0	748,026	719,902

**TOWN OF HOOKSETT - BUDGET WORKSHEET FY 2003/2004**

03/07/2003

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2001/2002 FISCAL YEAR		column 3 2002/2003 CURRENT YEAR APPROP.	column 4 2002-03 Council/Budget Recomm	2003/2004 BUDGET YEAR				column 8 2003-04 COUNCIL RECOMM.	column 9 2003-2004 BUDGET COMMITTEE RECOMM.
		2001-02 APPROP.	2001-02 ACTUAL			2003-04 DEPARTMENT REQUEST	2003-04 ADMIN REQUEST	2003-04 SUPPLEMENTAL BUDGET			
1- 471- 01- 111	LIBRARY WAGES	151,066	143,152	158,873	166,817	165,228	195,228			165,228	165,228
1- 471- 01- 315	MAINTENANCE & REPAIRS	29,900	25,386	13,400	15,900	15,900	15,900			15,900	15,900
1- 471- 01- 423	BUILDING MAINTENANCE SUPPLIES	1,450	1,184	1,450	1,500	1,450	1,450			1,450	1,450
1- 471- 01- 424	OFFICE SUPPLIES	3,000	2,451	3,000	3,000	3,000	3,000			3,000	3,000
1- 471- 01- 425	BOOKS AND MATERIALS	33,750	44,174	36,300	35,000	39,500	39,500			39,500	35,000
1- 471- 01- 427	REMOTE ACCESS DATABASE	0		0	6,000	6,000	6,000			6,000	6,000
	SOFTWARE				0	1,000	1,000			1,000	1,000
1- 471- 01- 428	AUTOMATION	10,000	9,972	10,000	10,000	10,000	10,000			10,000	10,000
1- 471- 01- 431	POSTAGE	700	783	850	750	850	850			850	850
1- 471- 01- 451	UTILITIES	39,734	37,702	39,734	39,988	39,734	39,734			39,734	39,734
1- 471- 01- 541	STAFF & TRUSTEES	2,500	4,823	3,500	3,000	3,500	3,500			3,500	3,500
1- 471- 01- 542	PROGRAMS AND SERVICES	0		0	1,000	1,000	1,000			1,000	1,000
1- 471- 01- 713	EQUIPMENT	750	2,527	1,000	1,000	1,000	1,000			1,000	1,000
1- 471- 01- 925	WORKERS COMPENSATION	275	358	275	275	275	275			275	275
1- 471- 01- 927	UNEMPLOYMENT COMPENSATION	360	111	360	380	360	360			360	360
1- 471- 01- 929	SOCIAL SECURITY	9,366	8,875	9,850	10,343	10,244	10,244			10,244	10,244
1- 471- 01- 931	HEALTH INSURANCE	11,764	12,083	14,718	13,258	15,807	15,807			15,807	15,807
1- 471- 01- 933	MEDICARE	2,190	2,078	2,303	2,418	2,398	2,398			2,398	2,398
1- 471- 01- 935	NEW HAMPSHIRE RETIREMENT	3,013	2,957	3,000	2,981	3,177	3,177			3,177	3,177
1- 471- 01- 938	DENTAL INSURANCE	552	758	757	552	796	796			796	796
	TOTAL LIBRARY	299,370	299,370	299,370	314,142	321,217	321,217		0	321,217	316,717
	TOTAL OTHER EXPENSES	299,370	299,370	299,370	314,142	321,217	321,217		0	321,217	316,717

**TOWN OF HOOKSETT - BUDGET WORKSHEET FY 2003/2004**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	column 1	column 2	column 3	column 4	column 5	column 6	column 7	column 8	column 9
		2001-02 APPROP.	2001-02 ACTUAL	2002-2003 CURRENT YEAR APPROP.	2002-03 Council/Budget Recomm	2003-04 DEPARTMENT REQUEST	2003-04 ADMIN REQUEST	2003-04 SUPPLEMENTAL BUDGET	2003-04 COUNCIL RECOMM.	2003-2004 BUDGET COMMITTEE RECOMM.
<b>TOTAL BUDGET</b>		8,884,054	8,524,789	9,820,973	10,219,463	11,696,903	10,436,450	1,279,969	10,509,397	10,420,269

## HOOKSETT MUNICIPAL SEWER BUDGET

2003            2004

ITEM NAME	2001/2002	2002/2003	2003/2004	2003/2004
		BUDGET COMM.	BUDGET	BUDGET COMM.
SYSTEMS OPERATIONS EXPENDITURES		APPROVED	REQUEST	APPROVAL
<b>Wages &amp; Security</b>				
Wages	168,728.98	207,088.78	<b>217,168.91</b>	<b>217,168.91</b>
Social Security	15,167.48	15,821.58	<b>16,591.70</b>	<b>16,591.70</b>
Workman's Comp	1,745.18	4,473.11	<b>4,690.84</b>	<b>4,690.84</b>
Retirement	6,277.35	6,212.66	<b>10,858.44</b>	<b>10,858.44</b>
NH Unemployment		500.00	500.00	500.00
Health Insurance	19,807.74	24,599.52	<b>32,567.52</b>	<b>32,567.52</b>
Life & Disability	2,267.08	2,485.00	<b>3,765.36</b>	<b>3,765.36</b>
Uniforms	3,371.84	5,199.00	<b>6,135.00</b>	<b>6,135.00</b>
<b>Utilities</b>				
Electricity	61,959.00	70,087.00	70,087.00	70,087.00
Heat	6,010.85	7,000.00	7,000.00	7,000.00
Telephone	3,936.95	4,102.62	4,102.62	4,102.62
Water	5,379.27	8,067.00	<b>9,042.00</b>	<b>9,042.00</b>
Laboratory	10,849.23	10,179.95	<b>10,308.86</b>	<b>10,308.86</b>
Chlorine	2,985.00	2,664.00	<b>2,775.00</b>	<b>2,775.00</b>
EPA Testing	2,970.00	2,970.00	<b>6,970.00</b>	<b>6,970.00</b>
<b>Sludge Disposal</b>				
Polymer	6,938.75	8,602.00	<b>10,810.00</b>	<b>10,810.00</b>
Lime/wood chips	8,546.25	9,452.00	<b>9,950.00</b>	<b>9,950.00</b>
Maintenance	1,840.00	4,562.00	4,562.00	4,562.00
Testing	8,464.67	6,480.00	6,480.00	6,480.00
Truck Maintenance	2,020.03	3,000.00	3,000.00	3,000.00
Land Farming	3,939.20	12,740.00	12,740.00	12,740.00
Compost	281.92	3,000.00	3,000.00	3,000.00
Sludge Management	7,105.11	9,500.00	8,651.51	8,651.51
EcoFiber	5,276.99	13,000.00	13,000.00	13,000.00
<b>Maintenance</b>				
Plant	23,731.26	30,000.00	30,000.00	30,000.00
Pump Stations	14,018.50	8,850.00	8,850.00	8,850.00
Mains & Manholes	16,855.25	25,860.00	25,860.00	25,860.00
Vehicle Maintenance	7,140.80	2,685.00	2,685.00	2,685.00
Vehicle Fuel	2,120.59	2,630.00	<b>3,032.00</b>	<b>3,032.00</b>
<b>Miscellaneous</b>				
New Equipment	672.51	3,000.00	3,000.00	3,000.00
Alarm & Rent	2,591.40	3,000.00	3,000.00	3,000.00
Mileage	231.25	500.00	500.00	500.00
Engineering & Constr.	19,439.00	5,000.00	5,000.00	5,000.00
Education	615.00	1,500.00	1,500.00	1,500.00
Equip - Repl - Prog	102,000.00	102,000.00	102,000.00	102,000.00
	<b>545,284.43</b>	<b>626,811.22</b>	<b>660,183.76</b>	<b>660,183.76</b>

03/03/03

## HOOKSETT MUNICIPAL SEWER BUDGET

2003

2004

ITEM NAME	2001/2002	2002/2003	2003/2004	2003/2004
SYSTEMS OPERATIONS EXPENDITURES	BUDGET APPROVED	COMM. APPROVAL	BUDGET REQUEST	COMM. APPROVAL
<b>TOTAL OPERATION</b>	<b>545,284.43</b>	<b>626,811.22</b>	<b>660,183.76</b>	<b>660,183.76</b>
<b>OFFICE OPERATIONS</b>				
<b>Commissioners Wages</b>				
Expenses	713.26	550.00	500.00	500.00
Mileage	1.00	1.00	1.00	1.00
<b>Wages &amp; Security</b>				
Wages	74,772.28	78,903.22	<b>82,614.71</b>	<b>82,614.71</b>
Social Security	5,791.31	6,036.09	<b>6,344.80</b>	<b>6,344.80</b>
Workman's Comp	154.82	201.00	201.00	201.00
Retirement	1,047.62	2,367.09	<b>2,379.00</b>	<b>2,379.00</b>
NH Unemployment	279.41	279.41	279.41	279.41
Health Insurance	13,677.18	18,656.04	<b>11,092.68</b>	<b>11,092.68</b>
Life & Disability	502.79	514.28	<b>514.28</b>	<b>514.28</b>
<b>Utilities</b>				
Electricity	2,657.50	2,932.72	2,657.50	2,657.50
Telephone	2,051.19	2,653.32	2,653.32	2,653.32
Water	55.00	87.00	87.00	87.00
Heat	1,033.70	1,033.37	1,033.37	1,033.37
Supplies	8,566.93	7,999.42	7,988.35	7,988.35
Office Equipment	3,584.59	1,000.00	1,000.00	1,000.00
Equipment Maintenance	333.91	2,000.00	2,000.00	2,000.00
Legal	183.00	500.00	500.00	500.00
Audit		2,500.00	2,500.00	2,500.00
Office maintenance	33.91	500.00	500.00	500.00
<b>DEBT SERVICE</b>				
	70,000.00	70,000.00	100,000.00	100,000.00
<b>OFFICE OPERATIONS</b>				
<b>SUB TOTAL</b>	<b>115,439.40</b>	<b>128,713.96</b>	<b>124,846.42</b>	<b>124,846.42</b>
<b>PLANT OPERATIONS</b>				
<b>SUB TOTAL</b>	<b>545,284.43</b>	<b>626,811.22</b>	<b>660,183.76</b>	<b>660,183.76</b>
<b>GRAND TOTAL</b>				
<b>OPERATION</b>	<b>660,723.83</b>	<b>755,525.18</b>	<b>785,030.18</b>	<b>785,030.18</b>
<b>TOTAL</b>	<b>730,723.83</b>	<b>825,525.18</b>	<b>885,030.18</b>	<b>885,030.18</b>

# BUDGET STATUS REPORT 2002-2003

Department	06/30/2003			Over (Under)	%
	Appropriations	YTD Expended	Encumbrances	Expended	Expended
ADMINISTRATION	2,129,088	2,067,092	-	(61,996)	97.09%
ASSESSING	115,830	145,964	60,000	90,134	126.02%
BUDGET COMMITTEE	4,396	4,330	-	(66)	98.50%
BUILDING	94,896	102,460	-	7,564	107.97%
CEMETERY	2,041	1,765	-	(276)	86.48%
COMMUNITY DEVELOPMENT	133,837	120,271	4,000	(9,566)	89.86%
EMERGENCY MANAGEMENT	5,264	4,067	-	(1,197)	77.26%
FAMILY SERVICES	96,516	127,659	-	31,143	132.27%
FINANCE	92,473	100,458	-	7,985	108.63%
FIRE	1,389,850	1,524,376	-	134,526	109.68%
FOREST FIRE	8,500	6,000	-	(2,500)	70.59%
HIGHWAY	948,636	898,402	8,700	(41,534)	94.70%
PARKS & RECREATION	208,861	188,711	-	(20,150)	90.35%
SOLID WASTE	716,877	621,902	-	(94,975)	86.75%
TAX / TOWN CLERK	140,881	119,211	-	(21,670)	84.62%
TOWN BUILDINGS	241,051	195,870	10,000	(35,181)	81.26%
<b>TOTAL OPERATING BUDGET</b>	<b>6,328,997</b>	<b>6,228,538</b>	<b>82,700</b>	<b>(17,759)</b>	<b>99.72%</b>
BONDED DEBT INTEREST	235,936	129,404	-	(106,532)	54.85%
BONDED DEBT PRINCIPAL	549,200	240,000	-	(309,200)	43.70%
CAPITAL PURCHASE	231,207	41,974	30,000	(159,233)	18.15%
COMMUNICATIONS	298,522	250,777	-	(47,745)	84.01%
CONSERVATION COMMISSION	6,877	6,877	-	-	100.00%
LIBRARY	299,370	299,370	-	-	100.00%
POLICE	1,644,117	1,640,528	-	(3,589)	99.78%
<b>TOTAL BUDGET</b>	<b>9,594,226</b>	<b>8,837,468</b>	<b>112,700</b>	<b>(644,058)</b>	<b>93.29%</b>

**All expenditures are preliminary and unaudited.**



Description	06/30/2003			Remaining Balance
	Appropriation	YTD Expenditure	Encumbrance	
<b>Warrant Articles for 2002/2003</b>				
#4 Sewer Bond	3,500,000	-	3,500,000	-
#5 Fire Union Contract	226,749	226,743	-	6
#8 Town Hall Computer Dev. Fund	25,000	25,000	-	-
#9 Revaluation	100,000	100,000	-	-
#10 Permanent Record Archiving	20,000	20,000	-	-
#13 Emergency Radio Communication System	52,000	52,000	-	-
#16 Parks Facilities Dev. Fund	10,000	10,000	-	-
#17 Transfer Live Bottom Trailer	16,600	16,600	-	-
#18 Fire Dept. Air Pack & Bottles	34,160	34,160	-	-
#23 Fire Radios	40,000	40,000	-	-
#28 Highway Large 6 wheel plow truck	85,000	82,886	-	2,114
#29 Master Plan Update	60,000	-	60,000	-
#31 CO & NO2 sensors for Safety Center	17,000	-	17,000	-
#32 AED Defibrillators for Police Dept. (5)	28,600	18,649	9,951	-
#34 A & E fees for new air conditioner at Library	15,000	5,500	9,500	-
	4,230,109	631,538	3,596,451	2,120

**All expenditures are preliminary and unaudited.**

# MINUTES OF TOWN MEETING

## First Session April 6, 2002

Moderator Marlene Lein called the meeting to order at 1:00pm, she proceeded to ask the audience to stand and led the assembly in the pledge of allegiance. Moderator Lein read the attestation of posting and discussed the rules to be followed at the meeting. There were seventy voters in attendance. The following articles were read and acted on as follows:

### Article #4

To see if the Town will vote to approve the cost items in the collective bargaining agreement reached between the Hooksett Police Commission and the Hooksett Police Union which calls for the following increases in salaries and benefits:

Fiscal Year	Salaries	Benefits
2003-04	\$ 98,157.80	\$ 10,928.65
2004-05	\$ 78,169.08	\$ 8,812.25
2005-06	\$ 67,799.34	\$ 7,822.57

And further to raise and appropriate the sum of \$ 109,086.45 (one hundred and nine thousand and eighty-six and 45/100 dollars) for the 2003-04 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those appropriations at current staffing levels paid in the prior fiscal year.

RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE

David Gagnon motioned to place Article #4 on the ballot as written, seconded by Richard Bairam. Moderator Lein asked for a voice vote to place Article #4 on the ballot as written, motion passed.

### Article #5

Shall the Town, if Article #4 is defeated, authorize the Town Council to call one special meeting, at its option, to address Article #4 cost items only per RSA 31:5,III.

David Gagnon motioned to place Article #5 on the ballot as written, seconded by Richard Bairam.

Moderator Lein called for a voice vote to place Article #5 on the ballot as written, motion passed.

Francis Gray motioned to restrict reconsideration on Article #4, seconded by David Gagnon.

Moderator Lein called for a vote on the motion, motion passed.

### Article #6

Shall the Town of Hooksett raise and appropriate as an operating budget, not including appropriations by special warrant articles, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$11,305,299? Should this article be defeated, the operating budget shall be \$10,842,542, which is the same as last year, with certain adjustments required by previous action of the Town of Hooksett or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Note: This Article does not include special warrant articles #4 nor #5 and does not include articles #7 through #34.

RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE

Mary Ruel motioned to place Article #6 on the ballot as written, seconded by Michael DiBitetto.

Moderator Lein called for a vote on the motion, motion passed.

### Article #7

To see if the Town will vote to raise and appropriate the sum of \$179,899 (One hundred seventy-nine thousand eight hundred and ninety-nine dollars) for the salaries, benefits and other initial costs of five (5) new full-time police officers. The officers will be hired in the last six months of the 2003-04 fiscal year.

Fiscal Year	Salaries	Benefits	Other
2003-04	\$113,734	\$41,948	\$24,217

RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE

Judith Hess motioned to place Article #7 on the ballot as written, seconded by David Gagnon. Gerald Kearney motioned to amend Article #7 to read: "To see if the Town will vote to raise and appropriate the sum of \$179,899 (One hundred seventy-nine thousand eight hundred and ninety-nine dollars) for the salaries, benefits and other initial costs of five (5) new full-time police officers. The officers will be hired in the last six months of the 2003-04 fiscal year. The five new officers will enable increased coverage by one additional officer for each of the 21 weekly shifts.

Fiscal Year	Salaries	Benefits	Other
2003-04	\$113,734	\$41,948	\$24,217

seconded by David Paquette. Moderator Lein called for a vote on the amendment. Amendment passed, Moderator Lein called for a vote to place Article # 7 on the ballot as amended. Motion passed.

#### Article #8

To see if the Town will vote to raise and appropriate the sum of \$70,248 (seventy thousand two hundred forty-eight dollars) for pay increases for non-union Town personnel. The pay increase will include a 2% cost of living adjustment and a potential merit increase based on a performance evaluation averaging an additional 2% depending on funding.

RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE

Patricia Rueppel motioned to place Article #8 on the ballot as written, seconded by Denise Pichette-Volk. Jim Michaud motioned to amend Article #8 to read: "To see if the Town will vote to raise and appropriate the sum of \$70,248 (seventy thousand two hundred forty-eight dollars) for salaries and benefits for non-union Town personnel. The pay increase will include a 2% cost of living adjustment and a potential merit increase based on a performance evaluation averaging an additional 2% depending on funding." Seconded by Bryan Williams, Moderator Lein called for a vote on the amendment, amendment passed. Moderator Lein called for a vote to place Article #8 on the ballot as amended. Motion passed.

#### Article #9

To see if the Town will vote to raise and appropriate the sum of \$41,600 (forty-one thousand six hundred dollars) for the salary, benefits and related costs of a part-time building inspector/code enforcement officer.

RECOMMENDED BY TOWN COUNCIL, NOT RECOMMENDED BY BUDGET COMMITTEE

Michel Jolin motioned to place Article #9 as written, seconded by George Longfellow. Francis Gray motioned to amend Article #9 to read: "To see if the Town will vote to raise and appropriate the sum of \$0.00 (zero dollars) for the salary, benefits and related costs of a part-time building inspector/code enforcement officer." Seconded by Donald Duford. Moderator Lein called for a vote on the amendment, amendment did not pass. Marion Jacobi motioned to amend Article #9 to read: "To see if the Town will vote to raise and appropriate the sum of \$41,600 (forty-one thousand six hundred dollars) for the salary, benefits and related costs of a part-time (less than twenty hours per week) building inspector/code enforcement officer." Seconded by Jim Michaud, Moderator Lein called for a vote on the amendment. Amendment passed. Charles Labonte motioned to amend Article #9 to read: "To see if the Town will vote to raise and appropriate the sum of \$41,600 (forty-one thousand six hundred dollars) for the salary (\$31,200.00), benefits (\$3,900.00) and related costs (\$4,500.00) of a part-time (less than twenty hours per week) building inspector/code enforcement officer." Seconded by Marion Jacobi. Moderator Lein called for a vote on the amendment, amendment passed. Paul Loiselle motioned to amend Article #9 to read: "To see if the Town will vote to raise and appropriate the sum of \$41,600 (forty-one thousand six hundred dollars) for the salary (\$33,200.00), benefits (\$3,900.00) and related costs (\$4,500.00) of a part-time (less than twenty hours per week) on an "as needed" basis building inspector/code enforcement officer." Joanne McHugh seconded the amendment; Joanne McHugh

withdrew her second on the amendment. No one seconded the motion to amend, the Moderator declared the amendment invalid. Moderator Lein re-read the Article as last amended ""To see if the Town will vote to raise and appropriate the sum of \$41,600 (forty-one thousand six hundred dollars) for the salary (\$33,200.00), benefits (\$3,900.00) and related costs (\$4,500.00) of a part-time (less than twenty hours per week) building inspector/code enforcement officer." And asked for a vote to place Article # 9 on the ballot as amended, vote passed.

#### Article #10

To see if the Town will vote to authorize the Council to enter into a ten year lease/purchase agreement for the purpose of purchasing a new or remanufactured Quint Multi Purpose Fire Truck and to raise and appropriate the sum of \$87,416 (eighty-seven thousand four hundred sixteen dollars) as the first year's payment. This is a non-lapsing appropriation per RSA 32:7,VI and will not lapse until the truck is delivered and accepted.

RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL, NOT RECOMMENDED BY BUDGET COMMITTEE

Mary Ruel motioned to place Article #10 on the ballot as written, seconded by Denise Pichette-Volk. Michael DiBitetto motioned to amend Article #10 to read: "To see if the Town will vote to authorize the Council to enter into a ten year lease/purchase agreement for the purpose of purchasing a new or remanufactured Quint Multi Purpose Fire Truck and to raise and appropriate the sum of \$87,416 (eighty-seven thousand four hundred sixteen dollars) as the first year's payment. This is a non-lapsing appropriation per RSA 32:7,VI and will not lapse for a period of five years until the truck is delivered and accepted." Seconded by George Longfellow. Moderator Lein called for a vote on the amendment, amendment passed. Lyn O'Brien motioned to amend Article #10 to read: "To see if the Town will vote to authorize the Council to enter into a ten year lease/purchase agreement for the purpose of purchasing a new or remanufactured Quint Multi Purpose Fire Truck and to raise and appropriate the sum of \$0.00 (zero dollars) as the first year's payment. This is a non-lapsing appropriation per RSA 32:7,VI and will not lapse for a period of five years until the truck is delivered and accepted. The total cost of the agreement would be \$874,155.00" Seconded by Donald Duford. Moderator Lein called for a vote on the amendment, amendment failed. Lyn O'Brien motioned to amend Article #10 to read: "To see if the Town will vote to authorize the Council to enter into a ten year lease/purchase agreement for the purpose of purchasing a new or remanufactured Quint Multi Purpose Fire Truck and to raise and appropriate the sum of \$87,416 (eighty-seven thousand four hundred sixteen dollars) as the first year's payment. This is a non-lapsing appropriation per RSA 32:7,VI and will not lapse for a period of five years until the truck is delivered and accepted. The total cost of this agreement is approximately \$874,155.00 of which actual cost of the truck is not to exceed \$675,000.00, the balance being interest. " Seconded by Donald Duford. Moderator Lein called for a vote on the amendment, amendment passed, Moderator Lein called for a vote to place Article #10 on the ballot as amended, Article #10 will be placed on the ballot as amended.

#### Article #11

To see if the Town will vote to authorize the Council to enter into a five year lease/purchase agreement for the purpose of purchasing a combination vacuum/sweeper truck and to raise and appropriate the sum of \$32,321 (thirty-two thousand three hundred twenty-one dollars) as the first year's payment. This is a non-lapsing appropriation per RSA 32:7,VI and will not lapse until the truck is delivered and accepted.

RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL, NOT RECOMMENDED BY BUDGET COMMITTEE

Michael DiBitetto motioned to placed Article #11 on the ballot as written, seconded by Mary Ruel. Michael DiBitetto motioned to amend Article #11 to read: "To see if the Town will vote to authorize the Council to enter into a five year lease/purchase agreement for the purpose of purchasing a combination vacuum/sweeper truck and to raise and appropriate the sum of \$32,321 (thirty-two thousand three hundred twenty-one dollars) as the first year's payment. This is a non-lapsing appropriation per RSA 32:7,VI and will not lapse for a period of five years or until the truck is delivered and accepted." Mary Ruel seconded the amendment. Moderator Lein called for a vote on the amendment, amendment passed. Donald Duford motioned to amend Article #11 to read:

"To see if the Town will vote to authorize the Council to enter into a five year lease/purchase agreement for the purpose of purchasing a combination vacuum/sweeper truck and to raise and appropriate the sum of \$32,321 (thirty-two thousand three hundred twenty-one dollars) as the first year's payment. This is a non-lapsing appropriation per RSA 32:7,VI and will not lapse for a period of five years or until the truck is delivered and accepted. The total cost of this agreement would be \$161,187.00." Patricia Rueppel seconded the amendment. Moderator Lein called for a vote on the amendment, amendment passed. Moderator Lein called for a vote to place Article #11 on the ballot as amended. Article will be placed on ballot as amended.

#### Article #12

To see if the Town will vote to authorize the Council to enter into a five year lease/purchase agreement for the purpose of purchasing a Packer Truck and to raise and appropriate the sum of \$30,000 (thirty thousand dollars) as the first year's payment. This is a non-lapsing appropriation per RSA 32:7,VI and will not lapse until the truck is delivered and accepted.

**RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

Patricia Rueppel motioned to place Article #12 on the ballot as written, seconded by George Longfellow. Michael DiBitetto motioned to amend Article #12 to read: "To see if the Town will vote to authorize the Council to enter into a five year lease/purchase agreement for the purpose of purchasing a Packer Truck and to raise and appropriate the sum of \$30,000 (thirty thousand dollars) as the first year's payment. This is a non-lapsing appropriation per RSA 32:7,VI and will not lapse for a period of five years or until the truck is delivered and accepted." Paul Loiselle seconded. Moderator Lein called for a vote on the amendment, amendment passed. Moderator Lein called for a vote to place Article #12 on the ballot as amended. John Turbyne motioned to amend Article #12 to read: "To see if the Town will vote to authorize the Council to enter into a five year lease/purchase agreement for the purpose of purchasing a Packer Truck and to raise and appropriate the sum of \$30,000 (thirty thousand dollars) as the first year's payment. This is a non-lapsing appropriation per RSA 32:7,VI and will not lapse for a period of five years or until the truck is delivered and accepted. The total cost of this agreement will be \$150,133.62." Seconded by Gerald Kearney. Moderator Lein called for a vote on the amendment, amendment passed. Moderator Lein called for a vote to have Article #12 placed on the ballot as amended. Article #12 will be placed on the ballot as amended.

#### Article #13

To see if the Town will vote to raise and appropriate the sum of \$40,000 (forty thousand dollars) for Transportation Impact Fees Analysis. This will be a non-lapsing account per RSA 32:3, VI and will not lapse for five years or until project is completed whichever is less.

**RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

Mary Ruel motioned to place Article #13 on the ballot as written, seconded by Mike Jolin. Moderator Lein called for a vote, Article #13 will be placed on the ballot as written.

#### Article #14

To see if the Town will vote to raise and appropriate the sum of \$20,000 (twenty thousand dollars) to purchase a vehicle for the Town Administrator.

**RECOMMENDED BY TOWN COUNCIL, NOT RECOMMENDED BY BUDGET COMMITTEE**

Denise Pichette-Volk motioned to place Article #14 on the ballot as written, seconded by Michael DiBitetto. Moderator Lein called for a vote, Article #14 will be placed on the ballot as written.

#### Article #15

To see if the Town will vote to raise and appropriate the sum of \$44,500 (forty-four thousand five hundred dollars) to purchase and install a vehicle exhaust ventilation system for Fire Station One.

**RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE**

Michael DiBitetto motioned to place Article #15 on the ballot as written. Seconded by Denise Pichette-Volk. Donald Duford motioned to amend Article #15 to read: "To see if the Town will vote to raise and appropriate the sum of \$5,000 (five thousand dollars) to purchase and install a vehicle exhaust ventilation system for Fire Station One." Seconded by Lyn O'Brien. Moderator

Lein called for a vote on the amendment, amendment passed. Moderator called for a vote on placing Article #15 on the ballot as amended. Vote passed.

Moderator Lein declared a 10-minute recess.

Upon calling the meeting to order Moderator Lein announced she would be turning the meeting over to the Deputy Moderator Margaret Teravainen as she was leaving due to illness. Donald Duford motioned to restrict reconsideration on Article #15, Bryan Williams seconded. Motion passed.

#### Article #16

To see if the Town will vote to raise and appropriate the sum of \$85,000 (eighty-five thousand dollars) with \$60,000 (sixty thousand dollars) from the Capital Improvement Fund, and \$25,000 (twenty-five thousand dollars) from current year taxation to purchase a six-wheel dump truck with plow and sander for the Highway Department.

RECOMMENDED BY TOWN COUNCIL, NOT RECOMMENDED BY BUDGET COMMITTEE

Mary Ruel motioned to place Article #16 on the ballot as written, seconded by Paul Loiselle. Dep. Moderator Teravainen called for a vote on the motion, motion passed.

#### Article #17

To see if the Town will vote to raise and appropriate the sum of \$47,000 (forty-seven thousand dollars) to complete Phase II & III of the Town's Geographic Information System. This will be a non-lapsing account per RSA 32:3, VI and will not lapse for five years or until project is completed whichever is less.

RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE

Mike Jolin motioned to place Article #17 on the ballot as written, Denise Pichette-Volk seconded. Dep. Moderator Teravainen called for a vote on the motion, motion passed.

#### Article #18

To see if the Town will vote to raise and appropriate the sum of \$39,500 (thirty-nine thousand five hundred dollars) from the Capital Improvement Fund for the purchase of a vehicle weigh scale for the transfer station, with no funds from current year taxation.

RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE

Patricia Rueppel motioned to place Article #18 on the ballot as written, seconded by George Longfellow. Dep. Moderator Teravainen called for a vote on the motion, motion passed.

#### Article #19

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of building containment shed(s) for recyclables at the transfer station and to raise and appropriate the sum of \$20,000 (twenty thousand dollars) to be placed in said fund, and to name the Town Administrator as agent to expend, to comply with the Environmental Protection Agency's National Pollutant Discharge Elimination System (NPDES) Storm Water Phase II Rules. RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL, NOT RECOMMENDED BY BUDGET COMMITTEE

George Longfellow motioned to place Article #19 on the ballot as written, seconded by Mary Ruel. Donald Duford motioned to amend Article #19 to read: "To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of building containment shed(s) for recyclables at the transfer station and to raise and appropriate the sum of \$0.00 (zero dollars) to be placed in said fund, and to name the Town Council as agent to expend, to comply with the Environmental Protection Agency's National Pollutant Discharge Elimination System (NPDES) Storm Water Phase II Rules." Seconded by Lyn O'Brien. Dep. Moderator Teravainen called for a vote on the amendment, amendment failed.

Dep. Teravainen called for a vote on the motion to place Article #19 on the ballot as originally written, motion passed.

#### Article #20

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of purchasing a Forestry Truck with a skid unit for the Fire Department and to

raise and appropriate the sum of \$29,600 (twenty-nine thousand six hundred dollars) to be placed in said fund, and to name the Town Administrator as agent to expend.

RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL,  
RECOMMENDED BY BUDGET COMMITTEE

Denise Pichette-Volk motioned to place Article #20 on the ballot as written, seconded by Patricia Rueppel. Donald Duford motioned to amend Article #20 to read: "To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of purchasing a Forestry Truck with a skid unit for the Fire Department and to raise and appropriate the sum of \$59,200 (fifty-nine thousand two hundred dollars) to be placed in said fund, and to name the Town Administrator as agent to expend." Seconded by Michael DiBitetto.

Dep. Moderator Teravainen called for a vote on the amendment, amendment passed. Dep. Moderator Teravainen called for a vote to place Article #20 on the ballot as amended. Vote passed.

#### Article #21

To see if the Town will vote to raise and appropriate the sum of \$10,000 (ten-thousand dollars) to be placed in the Parks and Recreation Facilities Development Fund already established.

RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL,  
RECOMMENDED BY BUDGET COMMITTEE

Mike Jolin motioned to place Article #21 on the ballot as written, seconded by Paul Loiselle. Dep. Moderator Teravainen called for a vote on the motion, motion passed.

#### Article #22

To see if the Town will vote to raise and appropriate the sum of \$34,160 (Thirty-four thousand one hundred sixty dollars) to be placed in the Fire Department's Air Packs and Bottles Capital Reserve Fund already established. This is year four of a five-year program to meet the mandatory replacement of air packs and air bottles.

RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL,  
RECOMMENDED BY BUDGET COMMITTEE

Paul Loiselle motioned to place Article #22 on the ballot as written, seconded by Patricia Rueppel. Dep. Moderator Teravainen called for a vote on the motion, motion passed.

#### Article #23

To see if the Town will vote to raise and appropriate the sum of \$16,600 (sixteen thousand six hundred dollars) to be placed in the Transfer Station Live Bottom Trailer Capital Reserve Fund already established.

RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL,  
RECOMMENDED BY BUDGET COMMITTEE

George Longfellow motioned to place Article #23 on the ballot as written, Patricia Rueppel seconded. Dep. Moderator Teravainen called for a vote on the motion, motion passed.

#### Article #24

To see if the Town will vote to raise and appropriate the sum of \$50,000 (fifty thousand dollars) to be placed in the Town Hall Computer Development Capital Reserve Fund, already established.

RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL, NOT  
RECOMMENDED BY BUDGET COMMITTEE

Michael DiBitetto motioned to place Article #24 on the ballot as written, seconded by Denise Pichette-Volk. Bryan Williams motioned to amend Article #24 to read: "To see if the Town will vote to raise and appropriate the sum of \$25,000 (twenty-five thousand dollars) to be placed in the Town Hall Computer Development Capital Reserve Fund, already established." Seconded by Jim Michaud. Dep. Moderator Teravainen called for a vote on the amendment, amendment passed. Dep. Moderator Teravainen called for a vote to have Article #24 on the ballot as amended, vote passed.

#### Article #25

To see if the Town will vote to raise and appropriate the sum of \$25,160 (twenty-five thousand one hundred sixty dollars) to be placed in the Emergency Radio Communication System Capital Reserve Fund, already established.

RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL,  
RECOMMENDED BY BUDGET COMMITTEE

Richard Bairam motioned to place Article #25 on the ballot as written, seconded by Stephen Agrafiotis. Dep. Moderator Teravainen called for a vote on the motion, motion passed.

#### Article #26

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the replacement and/or refurbishing and all architectural, design and engineering of the heating/ventilation/air conditioning unit at the Library; said fund to be called the HVAC System Development Capital Reserve Fund and to raise and appropriate the sum of \$20,000 (twenty thousand dollars) to be placed in said fund, and to name the Library Trustees as agent to expend.

RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL,  
RECOMMENDED BY BUDGET COMMITTEE

Marion Jacobi motioned to have Article #26 on the ballot as written, seconded by Frances Hebert. Dep. Moderator Teravainen called for a vote on the motion, motion passed.

#### Article #27

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for engineering and construction funding for improvements to the U.S. Route 3 Corridor bounded by Alice Ave to the South and Benton Road to the North, and to raise and appropriate the sum of \$25,000 (twenty-five thousand dollars) to be placed in said fund, and to name the Town Administrator as agent to expend. These funds may also be used to supplement federal or state funding for the same purpose.

RECOMMENDED BY TOWN COUNCIL, NOT RECOMMENDED BY BUDGET COMMITTEE

Michael DiBietto motioned to have Article #27 on the ballot as written, seconded by Mike Jolin.

Donald Duford motioned to amend Article #27 to read: "To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for engineering and construction funding for improvements to the U.S. Route 3 Corridor bounded by Alice Ave to the South and Benton Road to the North, and to raise and appropriate the sum of \$0.00 (zero dollars) to be placed in said fund, and to name the Town Council as agent to expend. These funds may also be used to supplement federal or state funding for the same purpose." Seconded by Bryan Williams. Dep. Moderator Teravainen called for a vote on the amendment, amendment failed. Dep. Moderator Teravainen called for a vote to place Article #27 on the ballot as originally written, vote passed.

#### Article #28

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for engineering, appraisal, and legal services necessary to layout and acquire the right of way (ROW) from W. Alice Ave. to the southern terminus of the Manchester Sand and Gravel proposed grant of ROW required to complete the proposed Parkway shown in the Town Master Plans and to raise and appropriate the sum of \$25,000 (twenty-five thousand dollars) to be placed in said fund, and to name the Town Administrator as agent to expend. These funds may also be used to supplement federal or state funding for the same purpose.

RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE

Michael DiBietto motioned to place Article #28 on the ballot as written, seconded by Mike Jolin. Dep. Moderator called for a vote on the motion, motion passed.

#### Article #29

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the development of architectural and engineering plans of a Town Center Building and to raise and appropriate the sum of \$20,000 (twenty thousand dollars) to be placed in said fund, and to name the Town Administrator as agent to expend.

RECOMMENDED BY TOWN COUNCIL, NOT RECOMMENDED BY BUDGET COMMITTEE



Denise Pichette-Volk motioned to place Article #29 on the ballot as written, seconded by Patricia Rueppel. Denise Pichette-Volk motioned to amend Article #29 to read: "To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the development of architectural and engineering plans to assist in the study of re-use options of the Village School Building as a potential Town Center Building and to raise and appropriate the sum of \$20,000 (twenty thousand dollars) to be placed in said fund, and to name the Town Administrator as agent to expend." Seconded by Doris Ouellette. Donald Duford questioned as to weather the purpose of the article is being changed, discussion ensued regarding the fact that the Village School Re-use Committee originated this Article. Dep. Moderator Teravainen called for a vote on the amendment, amendment passed. Dep. Moderator Teravainen called for a vote to have Article #29 placed on the ballot as amended. David Paquette motioned to restrict reconsideration on Article #29, seconded by Albert Dionne. Motion passed.

#### Article #30

To see if the Town will vote to discontinue the Fire 5" Large Diameter Hose Capital Reserve Fund. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the town's general fund. January 31, 2003 balance was \$204.43.

RECOMMENDED BY TOWN COUNCIL, RECOMMENDED BY BUDGET COMMITTEE

Paul Loiselle motioned to have Article #30 on the ballot as written, seconded by George Longfellow. Dep. Moderator Teravainen called for a vote on the motion, motion passed.

#### Article #31

To see if the Town will vote to discontinue the Police Computer File Server Capital Reserve Fund. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the town's general fund. January 31, 2003 balance was \$22,980. Passage of this article is contingent upon an affirmative vote of Article #32.

RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL,  
RECOMMENDED BY BUDGET COMMITTEE

Richard Bairam motioned to have Article #31 on the ballot as written, seconded by Stephen Agrafiotis. Dep. Moderator Teravainen called for a vote on the motion, motion passed.

#### Article #32

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of replacing and/or purchasing equipment/components for the police computer system; said fund to be called the Police Computer System Development Capital Reserve Fund and to raise and appropriate the sum of \$40,580 (forty thousand five hundred eighty dollars) to be placed in said fund with up to \$22,980 (twenty-two thousand nine hundred eighty dollars) from fund balance (surplus) and \$17,600 (seventeen thousand six hundred dollars) to be raised from current year taxation and to name the Police Commission as agent to expend. Passage of this article is contingent upon an affirmative vote of Article #31.

RECOMMENDED BY CIP COMMITTEE, RECOMMENDED BY TOWN COUNCIL,  
RECOMMENDED BY BUDGET COMMITTEE

Richard Bairam motioned to have Article #32 on the ballot as written, seconded by Stephen Agrafiotis. Dep. Moderator Teravainen called for a vote on the motion, motion passed.

#### Article #33

"Shall we adopt the provisions of RSA 31:95-c to restrict 100% of all revenues generated at the Hooksett Solid Waste Department to include, but not limited to, municipal solid waste tipping fees, demolition tipping fees, all recycling receipts, and the sale of any items or materials from that facility, to expenditures for the purpose of funding Hooksett's solid waste disposal? Such revenues and expenditures shall be accounted for in a special revenue fund to be known as the Hooksett Solid Waste Disposal Fund, separate from the General Fund. Any surplus in said fund shall not be deemed part of the General Fund accumulated surplus, and shall be expended only after a vote by the legislative body, to appropriate a specific amount from said fund, for a specific purpose related to the purpose of the fund or source of the revenue. "The provisions of RSA

31:95-c shall apply upon passage". Passage of this article is contingent upon an affirmative vote of Article #34.

George Longfellow motioned to have Article #33 on the ballot as written, seconded by Mary Ruel. Dep. Moderator Teravainen called for a vote on the motion, motion passed.

#### Article #34

Shall we rescind the provisions of RSA 31:95c to restrict revenues from municipal solid waste tipping fees, demolition tipping fees, and recycling receipts to expenditures for the purpose of funding the Hooksett's Capital Improvement Program? Such revenues and expenditures shall be accounted for in a special revenue fund to be known as the Hooksett Capital Improvement Fund, separate from the General Fund. Any surplus in said fund shall not be deemed part of the general fund accumulated surplus and shall be expended only after a vote by the legislative body, hereby known as the Budgetary Town Meeting, to appropriate a specific amount from said fund or source of revenue." The provisions of RSA 31:95c shall apply upon passage. Passage of this article is contingent upon an affirmative vote of Article #33.

George Longfellow motioned to have Article #34 on the ballot as written, seconded by Mary Ruel. Dep. Moderator Teravainen called for a vote on the motion, motion passed.

The meeting was adjourned at 4:54 p.m.

Respectfully submitted,

Leslie A. Nepveu  
Town Clerk

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# MINUTES OF TOWN MEETING

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## Second Session May 13, 2003

Town Clerk, Leslie Nepveu opened and inspected the ballots at 5:50 am. Moderator Marlene Lein inspected the ballot box, and declared the polls open at 6:00 am. Supervisors of the Checklist included Sandra Piper, Bryan Williams and Michelle Gannon. Absentee ballots were processed at 5:30 pm. Total ballots cast were 912. The polls were closed at 7:10 pm, with the following results:

TOWN COUNCILOR AT LARGE - term expiring 6/30/06 vote for one  
Daniel A. Belanger 684

TOWN COUNCILOR DISTRICT 1 - term expiring 6/30/06 vote for one  
Douglas R. St. Pierre Sr. 100

TOWN COUNCILOR DISTRICT 4 - term expiring 6/30/06 vote for one  
Philip E. Fitanides 77

Write in: Lisa Tonneson 95

(Please note that Lisa Tonneson was declared an invalid candidate for the District 4 race due to not meeting the one year residency requirement for that of Town Councilor.)

TOWN COUNCILOR DISTRICT 6 - term expiring 6/30/04 vote for one  
George J. Longfellow 113

BUDGET COMMITTEE – term expiring 6/30/06 vote for three

Charlie Humphries 679

Write in: Alan Rozwadowski 4

CEMETERY COMMISSIONER – term expiring 6/30/06 vote for one

Michael K. Richards 505

Enver J. Silkman 209

LIBRARY TRUSTEE – term expiring 6/30/06 vote for one

Linda Courtemanche 299

Mary Farwell 455

MODERATOR – term expiring 6/30/05 vote for one

Marlene Lein 688

SEWER COMMISSIONER – term expiring 6/30/06 vote for one

Sidney Baines 716

TRUSTEE OF TRUST FUNDS – term expiring 6/30/06 vote for one

Cindy J. Motta 698

Article #2

Amendment #1 Yes 592 No 233

Amendment #2 Yes 550 No 297

Amendment #3 Yes 602 No 245

Amendment #4 Yes 646 No 205

Amendment #5 Yes 681 No 172

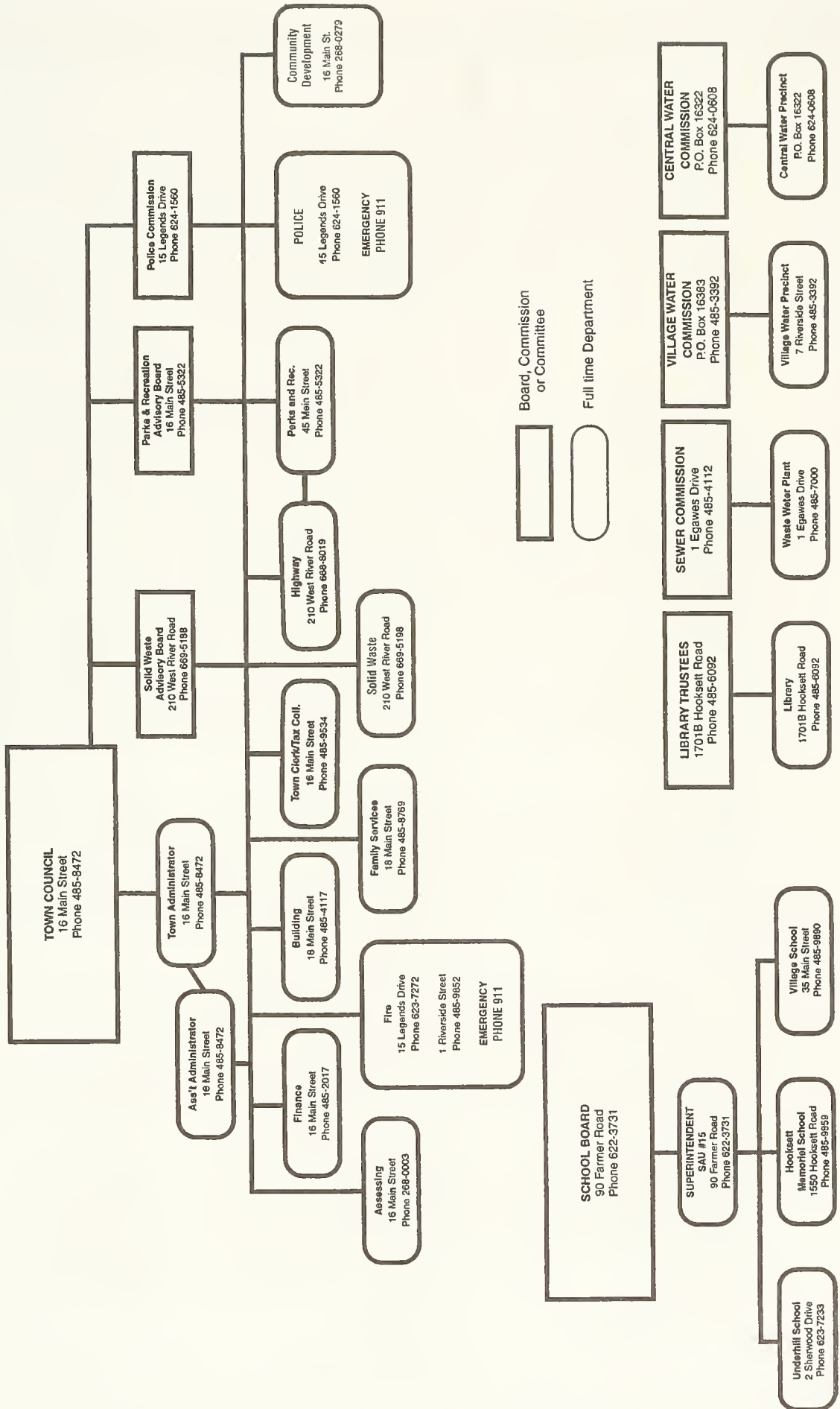
Amendment #6 Yes 580 No 256  
Amendment #7 Yes 601 No 246  
Amendment #8 Yes 310 No 535  
Amendment #9 Yes 311 No 493

Article #3 Yes 583 No 233  
Article #4 Yes 612 No 269  
Article #5 Yes 481 No 328  
Article #6 Yes 537 No 333  
Article #7 Yes 536 No 349  
Article #8 Yes 594 No 284  
Article #9 Yes 242 No 630  
Article #10 Yes 268 No 609  
Article #11 Yes 215 No 650  
Article #12 Yes 506 No 352  
Article #13 Yes 446 No 404  
Article #14 Yes 99 No 762  
Article #15 Yes 601 No 266  
Article #16 Yes 311 No 545  
Article #17 Yes 495 No 363  
Article #18 Yes 566 No 287  
Article #19 Yes 349 No 513  
Article #20 Yes 456 No 403  
Article #21 Yes 567 No 293  
Article #22 Yes 680 No 187  
Article #23 Yes 566 No 293  
Article #24 Yes 500 No 347  
Article #25 Yes 539 No 323  
Article #26 Yes 545 No 319  
Article #27 Yes 307 No 550  
Article #28 Yes 552 No 307  
Article #29 Yes 518 No 346  
Article #30 Yes 697 No 160  
Article #31 Yes 664 No 196  
Article #32 Yes 567 No 293  
Article #33 Yes 573 No 264  
Article #34 Yes 534 No 300

Respectfully submitted,

Leslie A. Nepveu  
Town Clerk

# DIVISIONS OF GOVERNMENT



# OFFICIALS, BOARDS, COMMISSIONS & COMMITTEES

For more information contact Tina Paquette, Administrative Assistant, 485-8472

## U.S. PRESIDENT

George Bush

## U.S. SENATORS

Judd Gregg  
John Sununu

## U.S. CONGRESS

Jeb Bradley

## GOVERNOR

Gregg Benson

## GOVERNOR'S COUNCIL

Raymond Wieczorek

## REPRESENTATIVES TO GENERAL COURT

Leo W. Fraser, Jr.  
David W. Hess  
Ray F. Langer  
Stephen L'Heureux  
Dick Marple  
Edward H. Nutter  
James H. Oliver  
Tony F. Soltani

## STATE SENATOR

Ted Gatsas

## BUDGET COMMITTEE

1. Bryan Williams, Chair
2. James Michaud, Vice Chair
3. Donald Duford
4. Timothy Stewart
5. Lynn O' Brien
6. Charles Humphries
7. Lonnie Wright
8. Stephen Howell
9. Gerald Kearney

M. Ruel, Council Rep.  
Michael Jache, Village Water  
Gregory Weir, Central Water  
John Pieroni, School Rep.

## BUILDING BOARD OF APPEALS

1. William A. McDonald
2. John F. Ciempa
3. Harold C. Murray
4. Douglas R. St. Pierre, Sr.
5. Vacant

## CEMETERY COMMISSION

1. Wallace F. Emerson, Chair
2. Enver J. Silkman
3. Virginia Robb

## CONSERVATION COMMISSION

1. Paul Kenney, Chair
2. Timothy Johnson, Vice Chair
3. Chris Lally
4. Steve Couture
5. Marcel LaBonville

1. John Danforth, Alternate
2. Cindy Robertson, Alternate

## COUNCIL

Denise Pichette-Volk, District 1  
Patricia A. Rueppel, District 2  
Paul Loisel, District 3  
Richard Holley, District 4  
Mike N. Jolin, District 5, *VICE Chair*  
George Longfellow, District 6  
Michael DiBitetto, At-Large, *Chair*  
Mary Ruel, At-Large &  
Secretary  
Ronald Dion, At-Large, *Chair*

## HERITAGE COMMISSION

1. Patricia Rueppel, Council Rep
2. Sandy S. Oliver
3. Vacant
4. Vacant
5. Vacant

## LIBRARY TRUSTEES

1. Marion Jacobi, Chair
2. Mary Farwell, Sec'y
3. Mary Ann Van De Water, Tres

## MODERATOR

Marlene A. Lein

## PARKS AND RECREATION ADVISORY BOARD

1. Bill Gahara, Chair
2. Miriam Vichi Beck, Acting Chr
3. Roger Hebert
4. Donald Boisvert
5. Marcy McKenzie

## PLANNING BOARD

1. Doug St. Pierre, Chair
2. Richard Marshall, Vice Chair
3. Raymond Guay
4. Joanne McHugh
5. Ken Burgess
6. Martin Cannata

1. Robert Sullivan, Alternate
2. Vacant, Alt.
3. Vacant, Alt.

Michael DiBitetto, Council Rep.  
Michael F. Farrell, Town Admin.  
Dale R. Hemeon, Admin. Rep.

## POLICE COMMISSION

1. Judith Hess, Chair
2. David Gagnon
3. Richard Biram

M. DiBitetto, Council Rep.

## SEWER COMMISSION

1. Dale Hemeon, Chairman
2. Ray Robb
3. Sidney Baines

Patricia Rueppel, Council Rep.

## SOLID WASTE MANAGEMENT

1. Marion Jacobi, Chair
2. Don Duford
3. Robert Schroeder
4. John Danforth
5. Joseph Berardi

1. Sandy Oliver, Alternate
2. John Brock, Alternate

George Longfellow, Council Rep.

## SOUTHERN NH PLANNING COMMISSION

Mike N. Jolin  
Richard G. Marshall

## SUPERVISORS OF CHECKLIST

1. Sandra M. Piper, Chair
2. Michelle Gannon
3. Bryan Williams

## TREASURER

James R. Bennett  
Ann McLaughlin, Deputy

## TRUSTEES OF THE TRUST FUND

1. Lori Cyr
2. Cindy J. Motta
3. Arleen Gosselin

## ZONING BOARD OF ADJUSTMENT

1. Lawrence Abruzzesa, Chair
2. Alan Rozwadowski, Vice Chair
3. Tracy Murphy Roche
4. Charles Holt
5. Ron Dion, Council Seat

1. Richard F. Johnson, Alt.
2. Lonnie Wright, Alt.
3. Joan Holleran, Alt.

## OTHER GOVERNMENTAL ENTITIES:

### CENTRAL WATER PRECINCT

George Weir, Chair  
William Alois  
Richard Monteith  
David Conway  
Everett Hardy  
Carol Hardy, Clerk  
Beverly Weir, Treasurer  
Kelly Alois, Moderator

### VILLAGE WATER PRECINCT

Roger Hebert, Chair  
Leo Hebert  
Arthur Locke  
Raymond Pascucelli  
Michael Jache  
Mary Botsford, Moderator  
Debbie Patterson, Clerk  
Caroline Hebert, Treasure

### SCHOOL BOARD:

Becky Berk, Chair  
John Pieroni, Vice Chair  
James Sullivan, School Bd. Clerk  
Joanne McHugh  
Peggy Teravainen  
David Hess, Moderator  
Henry L. Roy, Treasurer  
Lisa I. L'Heureux, Schl Dist Clerk

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# ASSESSING DEPARTMENT

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It's that time of year again!!! As you all are now aware, the Town is going through a reevaluation. The process began back in October 2002. We are on the last lap of the process. You, the taxpayers in the Town, will be notified by mail of your new values. We, here in assessing, will not have the final values until the hearing process is over. The letters you will be receiving will inform you of the hearing process. Should you still be dissatisfied with the findings you will have the chance to file for an abatement. The abatement process begins from the time you receive your fall bill until March 1<sup>st</sup>. You will see more on this on one of the following pages in my report.

I want to take a moment and thank you the taxpayers, for being so patient with this reval process. We know, for some of you, that you were visited by both the reval company, our subcontracted assessor, and for some, even the gentleman from the Department of Revenue. It definitely could have been very confusing with the comings and goings of the field data collectors, then perhaps others coming by to re-measure. We also had someone out there taking pictures as well! Those who called us for confirmation that these people were legitimate, once we explained the process, were understanding. The finished product should be here in our office by late September. Then with all the other paperwork we have to do to set the rate, get an appointment, our tax bills will be a little later than usual this fall. No matter when they are sent out, rest assured you will have 30 days from that date to pay. I'm hoping that they won't be really late, but one never knows during a reval year. Should they not be in your mailbox by early October, don't panic....they will be coming eventually.

Hooksett is booming and it means lots of paper work here in assessing. We seem to handle the pressure and the paper work in our own way. I want to take the time to thank my "right hand gal" Joanne Drewniak. She is an awesome secretary and knows how to handle the "flow of paperwork" and customers we see on a daily basis. Always during a reval it is far more hectic.

After this reval is done, we hope to offer a computer on the counter for easier service for those appraisers, realtors and citizens who are researching property. Abutter's lists will be done at the click of a mouse, no more cross-referencing to get all the info. In the future, we hope to have this service on the net as well. We are in the process of developing a GIS system, along with other departments to make research so much easier.

This winter our Town Councilors changed the requirements for the Elderly Exemption. The reval will make the values higher and they felt that changes needed to be made to the guidelines. The new guidelines are also included in the following pages of my report. We hope that you come in and see us anytime. We are here to answer any of your questions.

Sandy Piper  
Director of Assessing

## VETERANS OR VETERANS WIDOW CREDIT

1. Must own property on April 1<sup>st</sup> of year of application.
2. Must be NH resident for 1 year prior to April 1<sup>st</sup> of the application year?
3. Must be residential property.
4. Must notify Assessor's Office of any change of address.
5. Has to have served not less than ninety (90) days in the Armed Forces of the United States in a war or conflict as outlines in RSA 72:28.
6. A copy of the DD214, or discharge paper is required when applying for this exemption.

**Exemption Credit: \$100.00 reduction off real estate tax bill.**

### Summary of Exemption Information Required for All Veterans Exemptions

Must have served in the Armed Service during the following dates:

1. World War I – April 6<sup>th</sup>, 1917 and November 11<sup>th</sup>, 1918 (extended to April 1<sup>st</sup>, 1920 for service in Russia).
2. World War II – December 7<sup>th</sup>, 1941 and December 31<sup>st</sup>, 1946 (including US Merchant Marines)
3. Korean Conflict – June 25, 1950 and January 31, 1955
4. July 1<sup>st</sup>, 1958 and December 22, 1961, if earned Vietnam service medal or expeditionary medal.
5. Vietnam conflict – December 22, 1961 and May 7, 1975.
6. **Any other war or armed conflict that has occurred since May 8, Th 1975, if earned expeditionary medal or theater of operations service medal.**
7. **Gulf War if earned Liberation of Kuwait medal or Southwest Asia service medal.**

## DISABLED VETERAN OR WIDOW OF DISABLED VETERAN

An exemption to the Veteran if he/she is 100% permanently disabled as a result of service-connected injury. You must apply with a copy of a letter from Veterans Administration certifying 100% disability, total and permanent.

A copy of the DD214, or discharge paper is required when applying for this exemption.

**EXEMPTION CREDIT: \$1,400.00.** Reduction off real estate tax bill.

## BLIND EXEMPTION

1. Determined legally blind by the Administrator of Blind Services of the Vocational Rehabilitation Division of the Education Department.
2. Exempt each year on assessed value for property tax purposes of his/her residential real estate to the value of \$50,000.00. (Approved May 12, 1993 Town meeting).

**EXEMPTION CREDIT: \$50,000.00 OFF ASSESSED VALUE**

## BENEFICIAL INTEREST OWNERS OF A TRUST

The legislature passed a new law in 1992 that requires the beneficial interest owner of a trust to qualify for certain exemptions under Chapter 72. (RSA 72:6-a, RSA 72:33-a, and RSA



72:43-b). Beneficial interest owners of a trust, now differ from the permanent applicants for exemptions in that you refile for the permanent exemption and a copy of the trust must be filed with the permanent application.

### **TAX DEFERRAL PROGRAM (RSA 72:32A)**

Any resident property owner any apply for a tax deferral if the person:

1. Is either at least 65 years old or eligible under title II or Title XVI of the Federal Social Security Act for benefits of the disabled; and
2. Has owned the property for at least five (5) years; and
3. Is living in the home?

Tax deferral may be granted for all or part of taxes due. Annual interest of 5% accrues. Total tax deferrals shall not be more than 85% of assessed value of a property. Tax deferral may be granted if in the opinion of the Assessing officials the tax liability causes the taxpayer an undue hardship or possible loss of the property. Applications must be made by March 1<sup>st</sup> following the issuance of the final tax bill for that year. If property is subject to mortgage, mortgage holder must approve, and sign the required form.

### **APPLICATIONS**

It is the responsibility of the taxpayer to properly apply for any exemption or deferral program.

Application deadline for exemptions, credits, or deferrals is March 1<sup>st</sup> of the current tax year following the notice of tax. (Tax year is April 1<sup>st</sup> to March 31<sup>st</sup>).

### **\*\*\*\*IMPORTANT\*\*\*\***

Notify the Assessor's Office of any address changes to insure exemptions are applied to your current residence and for accurate mailing tax bills.

### **CURRENT USE**

In order to encourage appreciation for the environment, conserve land and other resources, and to maintain open space, there are provisions for placing land in Current Use status where it is taxed at a lower rate. Many restrictions apply, including in most cases a 10-acres minimum.

Acreage requirement: Current Use land shall consist of a tract of farm land, forest land or unproductive land totaling 10 or more acres free of structures.

1. Application Form A-10 must be typewritten and signed with black ink by all owners of record. Application (Notice of contingent lien) will be recorded at the County registry of Deeds. The notice of contingent lien serves as a noticed to all interested parties that a lien on the land will be created if and when the land is changed to a non-qualifying use.
2. A 20% recreation adjustment is available for land open to the public. If the land is posted, it will not qualify for the adjustment.
3. If filing with a soil potential index percentage for farmland, attach SPI information.
4. If filing for a stewardship adjustment for forestland, attach forestry plan for the following five (5) years or more.
5. Attach map or drawing with interior boundaries, acreage and type of land in each category, also portions of land not in current use program.
6. Filing fee: \$17.24 fee with application for the recording in Muramic Registry of Deeds.

## **CHANGE IN USE TAX:**

10% of the full and true value of the land at the time of the change, as referenced in R.A. 79-A: 7,1.

## **TAXPAYER'S R.A. 76:16 ABATEMENT APPLICATION TO MUNICIPALITY**

1. An application must be on file to the municipality by March 1<sup>st</sup>, following notice of tax.
2. Notice of tax means the date the board of tax and land appeals determines the last tax bill was sent by the municipality.
3. Municipality has until July 1<sup>st</sup> following notice of tax to grant or deny the abatement.
4. If taxpayer is not satisfied, he/she must file an appeal with the Board of Tax and Land Appeals (R.A. 76:16-A) or the Superior Court (R.A.76: 17) but not with both. No earlier than July 1<sup>st</sup> or no late than September 1<sup>st</sup> following notice of tax.

If request is based on disproportionate assessment, the taxpayer has the burden to show the assessment was disproportionate. To carry this burden, the Taxpayer generally must show what the property was worth on April 1<sup>st</sup> of the year appealed. This value and the assessment would then be compared to other assessments in the municipality. Therefore, comparable properties are an essential part of most abatement applications.

**FILING AN APPLICATION DOES NOT STAY THE COLLECTION OF TAXES; TAXES SHOULD BE PAID AS ASSESSED. IF AN ABATEMENT IS GRANTED, A REFUND WITH INTEREST WILL BE MAILED.**

## **PROPERTY TAX**

Property taxes are assessed to current owner, if known. The tax year runs from April 1<sup>st</sup> of one year to March 31<sup>st</sup> of the next. The real estate taxes in Hooksett are billed twice a year, due on or before July 1<sup>st</sup> and December 1<sup>st</sup>. Tax bills are sent to the owner of record the time of the printing of the bills.

## **THE TIMBER LAW (R.A. 79)**

"Forest Conservation and Taxation," as of April 1<sup>st</sup>, 1986, requires the landowner to pay the timber tax. The law requires that before cutting commences, Hooksett landowners shall complete an "Intent to Cut" form that must then be filed with the Assessor.

1. The Assessor is required to process the form and mail appropriate copies to the Department of Revenue within 30 days after receipt.
2. The Department of revenue shall assign an operation number and furnish without cost to the landowner a certificate (to be posted in a conspicuous place) and "Report to Cut" form.
3. Failure to file the "Intent to Cut" before starting the cutting operation constitutes a misdemeanor (a fine can be imposed also up to one year in jail).
4. Failure to post a certificate shall constitute a violation (a fine can be imposed).

### Report of Cut Requirements

The "Report to Cut" form must be filled with the Assessing Officials indicating all wood and timber cut within 60 days after completion of the operation. Two copies of this report shall be mailed to the Department of Revenue.

"Report to Cut" forms are due April 15<sup>th</sup> of said year. It is necessary to report all woodcuts even if no wood or timber is cut, if an "Intent to Cut" form was filed.

The landowner and the person who does the cutting of timber must sign the "Report of Cut" form under penalty of perjury certifying to the accuracy of the volume of wood and timber harvested. Failure to file a report of cut or falsification of figures shall constitute a misdemeanor (a fine can be imposed).

Doomage: If an owner neglects to file a report or willfully falsifies a report; the Assessing Officials shall assess dooamage, which is two (2) times what the tax would have been, if the report has been properly files. Refer to R.A. 79:12 for the complete statute on dooamage.

## ELDERLY EXEMPTION

Those applying for the Exemption must qualify by meeting the following guidelines and the deadline of August 15<sup>th</sup>.

1. The person must have been a New Hampshire resident for at least **five (5) years** preceding **April 1<sup>st</sup>** in which the exemptions claimed 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 **five (5) years**.
2. The taxpayer must have a gross income of not more than **\$35,000.00**, or if married a combined gross income of not more than **\$50,000.00**. Income shall include Social Security, Pensions and Disabilities, interest from Stocks and Bonds, or a part-time job.

To apply for the first time for an Elderly Exemption **ALL** the following documentation must be done prior to calling for an appointment.

1. Statement of applicant and spouse's income.
2. Federal Income Tax Form (if applicable)
3. State Interest and Dividends Tax Form
4. Statement of Social Security Benefits.

If granted an exemption, amounts are as follows:

For a person 65 years old to 74 years old-**\$50,000.00**

A person 75 years old to 79 years old-**\$70,000.00**

A person 80 years old and older-**\$90,000.00**

All documents are considered confidential. Due to the time required for the application process an appointment will be necessary and **NO WALK-INS WILL BE ACCEPTED**. For an appointment and any further questions please call 603-268-0003.

Sincerely,

Sandra M. Piper  
Director of Assessing

1992-2002 TAXES

YEAR	NET TOWN APPROPRIATION	NET SCHOOL APPROPRIATION	STATE EDUCATION APPROPRIATION	COUNTY TAX	TOTAL APPROPRIATION	SHARED REVENUES, WAR SERV CREDITS & OVERLAYS	PROP TAX TO BE RAISED	STATE EDUCATION ASSESSED TAX VAL NO UTILITIES	TOWN NET VAL	STATE ED TAXES	TAXES TO BE RAISED DIVIDED BY VALUATION	TAX RATE PER THOUSAND
1992	3,929,226	7,176,299		1,066,866	12,172,391	246,054 78,950 253,410	12,093,441		646,759,512		12,093,441 646,759,512	18.82
1993	3,863,633	7,659,808		1,023,395	12,546,836	250,722 78,700 251,033	12,488,136	251,033	641,781,914		12,546,836 641,781,914	19.55
1994	3,873,254	8,173,587		966,499	13,013,340	2,160,411 77,300 296,909	12,963,498		635,106,889		12,963,498 635,106,889	20.49
1995	3,798,280	8,445,376		1,058,570	13,324,226	256,110 78,000 296,912	13,302,226		622,180,839		13,302,226 622,180,839	21.38
1996	3,914,014	9,289,689		1,065,311	14,269,034	71,532 76,400 250,252	14,210,631		624,738,779		14,210,631 642,738,779	22.84
1997	4,028,143	9,542,826		1,103,480	14,625,091	256,904 73,300 202,914	14,625,091		642,489,046		14,625,091 642,489,046	22.84
1998	4,854,761	9,446,568		1,211,899	15,439,628	258,570 73,000 257,632	15,439,628		662,958,446		15,339,658 662,958,446	23.4
1999	3,766,795	3,966,402	4,039,916	1,319,454	13,092,567	72,917 73,700 397,624	13,018,867	665,340,846	684,349,746	4,029,946	13,092,567 684,349,746	19.3
2000	4,122,643	5,151,673	4,039,916	1,564,151	14,878,383	72,917 73,000 253,983	14,805,383	612,108,484	705,041,616	4,029,916	14,805,383 705,041,616	21.23
2001	5,397,646	6,947,268	4,609,238	1,890,776	18,587,046	72,917 76,200 242,923	18,510,845	698,369,366	722,166,246	4,609,238	18,510,845 722,166,246	25.27
2002	5,832,577	6,876,693	4,501,097	2,190,581	19,400,948	72,917 73,900 249,268	19,327,048	754,853,506	774,533,306	4,501,097	19,327,048 774,533,306	25.2

Respectfully Submitted

Sandra M. Piper  
Director of Assessing

**STATEMENT OF VALUATION AND TAXES**

The following figures were used to set the tax rate for 2002

Name of Precinct and/or Service area	Valuation	Appropriation	Taxes	Rate
Village Water Precinct	128,758,050			
Central Water Precinct	246,345,700			
<b>Total Taxes Raised</b>				
Name				
Town of Hooksett		14,588,525	5,832,577	7.53
Local School Budget		14,172,337	6,876,693	8.88
Merrimack County		2,202,734	2,190,581	2.83
State Education Taxes			4,501,097	5.96
<b>Total Taxes Raised</b>		<b>30,963,596</b>	<b>19,400,948</b>	<b>25.2</b>

**Tax Rate Valuation**

Local Assessed valuation on which the tax rate for your government units was computed

**Total No. Assessed**

**754,853,506**

**War Service Tax Credit**

1. Paraglegic, double amputees owning specially adapted homesteads with Va assistance
2. Totally & permanently disable veterans their spouses, or widows, and the widows of veterans who died or who were killed on active duty
3. Other War Service Credits

**TOTALS**

Exemptions	No#	Estimate
Unlimited	1	Total Exempt
1400	17	23,800
100	501	50,100
<b>TOTALS</b>	<b>518</b>	<b>73,900</b>

**Other Exemptions**

Exemptions	No#	Estimate
Elderly 65-75	29	826,300
75-80	37	1,502,800
80+	39	2,038,800
Blind	8	394,900
School Din/Dormitory/Kitchen	1	150,000
<b>TOTALS</b>	<b>114</b>	<b>4,912,800</b>

**STATEMENT OF VALUATION AND TAXES**

The following figures were used to set the tax rate for 2002

<b>Tax Increment Finance District</b>	
*Date of Adoption	12/08/1999
<b>Original Assessed Value</b>	2,904,400
+Unretained Captured Assessed Value	0
+Amounts used for the Tax Rate	2,904,400
+Retained Captures Assessed Value	10,028,500
Current Assessed Value	12,932,900
<b>Utility Summary</b>	
Public Service Company	15,758,200
Energy North (Manchester & Concord)	2,079,900
Tenneco Gas Pipeline	1,490,900
Pennichuck East Utility Co.	350,800
<b>Total Utilities</b>	<b>19,679,800</b>
<b>Current Use</b>	
Farm Land	458.58 ac
Forest Land	3227.80 ac
Unproductive Land	743.91 ac
<b>Total</b>	<b>4431.93 ac</b>

Respectfully Submitted

Sandra M. Piper  
Director of Assessing

TOWN'S PROPERTY

PROPERTY OWNER	MAP/LOT	BLDG.VALUE	LAND VALUE	CURR VALUE	EXEMP	NET VALUE
TOWN OF HOOKSETT	001-006		20600			20600
TOWN OF HOOKSETT	005-016		25100			25100
TOWN OF HOOKSETT	005-020	389400	235000			624400
TOWN OF HOOKSETT	005-023		17300			17300
TOWN OF HOOKSETT	005-040	1000	219300			220300
TOWN OF HOOKSETT	006-002	13600	230200			243800
TOWN OF HOOKSETT	007-005		39800			39800
TOWN OF HOOKSETT	007-006	4600	8400			13000
TOWN OF HOOKSETT	007-007		4000			4000
TOWN OF HOOKSETT	007-008		3200			3200
TOWN OF HOOKSETT	007-009	6300	118200			124500
TOWN OF HOOKSETT	007-018		108900			108900
TOWN OF HOOKSETT	008-003		200			200
TOWN OF HOOKSETT	008-004		200			200
TOWN OF HOOKSETT	008-008		300			300
TOWN OF HOOKSETT	008-023		3000			3000
TOWN OF HOOKSETT	008-033	251600	150100			401700
TOWN OF HOOKSETT	008-034	365400	126600			492000
TOWN OF HOOKSETT	008-037	41700	78400			120100
TOWN OF HOOKSETT	008-095		30000			30000
TOWN OF HOOKSETT	009-036		38100			38100
TOWN OF HOOKSETT	009-037		42500			42500
TOWN OF HOOKSETT	009-038	6000	68400			74400
TOWN OF HOOKSETT	009-045		5900			5900
TOWN OF HOOKSETT	009-072		3600			3600
TOWN OF HOOKSETT	010-030		400			400
TOWN OF HOOKSETT	010-031		25100			25100
TOWN OF HOOKSETT	010-060		900			900
TOWN OF HOOKSETT	010-075	763500	660700			1424200
TOWN OF HOOKSETT	010-076		7500			7500
TOWN OF HOOKSETT	010-083		3600			3600
TOWN OF HOOKSETT	012-004		24500			24500
TOWN OF HOOKSETT	012-005		4500			4500
TOWN OF HOOKSETT	012-008		230800			230800
TOWN OF HOOKSETT	013-072		3000			3000
TOWN OF HOOKSETT	014-001-001	743000	200300			943300
TOWN OF HOOKSETT	014-025		3700			3700



TOWN'S PROPERTY

TOWN OF HOOKSETT	015-013		800		800
TOWN OF HOOKSETT	015-052		46000		46000
TOWN OF HOOKSETT	015-057		49700		49700
TOWN OF HOOKSETT	015-062		135400		135400
TOWN OF HOOKSETT	015-085-ROAD		8400		8400
TOWN OF HOOKSETT	015-086-ROAD		42400		42400
TOWN OF HOOKSETT	015-092		21900		21900
TOWN OF HOOKSETT	015-096		14200		14200
TOWN OF HOOKSETT	015-097		900		900
TOWN OF HOOKSETT	015-099		2600		2600
TOWN OF HOOKSETT	016-024		84200		84200
TOWN OF HOOKSETT	016-077		16700		16700
TOWN OF HOOKSETT	016-077-001		7300		7300
TOWN OF HOOKSETT	016-077-002		7900		7900
TOWN OF HOOKSETT	016-077-003		6900		6900
TOWN OF HOOKSETT	016-077-004		7800		7800
TOWN OF HOOKSETT	016-077-005		7500		7500
TOWN OF HOOKSETT	016-077-006		7300		7300
TOWN OF HOOKSETT	016-077-007		11300		11300
TOWN OF HOOKSETT	016-077-008		7900		7900
TOWN OF HOOKSETT	016-077-009		7700		7700
TOWN OF HOOKSETT	016-077-010		7600		7600
TOWN OF HOOKSETT	016-077-011		7400		7400
TOWN OF HOOKSETT	016-077-012		8100		8100
TOWN OF HOOKSETT	016-077-013		8500		8500
TOWN OF HOOKSETT	016-077-014		7200		7200
TOWN OF HOOKSETT	016-077-015		7900		7900
TOWN OF HOOKSETT	016-077-016		7500		7500
TOWN OF HOOKSETT	016-077-017		7300		7300
TOWN OF HOOKSETT	016-077-018		7900		7900
TOWN OF HOOKSETT	016-077-019		7300		7300
TOWN OF HOOKSETT	016-077-020		11800		11800
TOWN OF HOOKSETT	016-077-021		16000		16000
TOWN OF HOOKSETT	016-077-022		18200		18200
TOWN OF HOOKSETT	016-077-023		7300		7300
TOWN OF HOOKSETT	016-077-024		7300		7300
TOWN OF HOOKSETT	016-077-025		12200		12200
TOWN OF HOOKSETT	016-077-026		8200		8200
TOWN OF HOOKSETT	016-077-027		7600		7600
TOWN OF HOOKSETT	016-077-028		7800		7800

TOWN'S PROPERTY

TOWN OF HOOKSETT	016-077-029		9000		9000
TOWN OF HOOKSETT	016-077-030		8300		8300
TOWN OF HOOKSETT	016-077-031		7500		7500
TOWN OF HOOKSETT	016-077-032		7500		7500
TOWN OF HOOKSETT	016-077-033		7700		7700
TOWN OF HOOKSETT	016-077-034		9000		9000
TOWN OF HOOKSETT	016-077-035		9600		9600
TOWN OF HOOKSETT	016-077-036		16500		16500
TOWN OF HOOKSETT	017-003		51600		51600
TOWN OF HOOKSETT	018-003	2233700	2448300		4682000
TOWN OF HOOKSETT	018-003-00A		25900		25900
TOWN OF HOOKSETT	018-003-00B		25900		25900
TOWN OF HOOKSETT	018-004	490800	199500		690300
TOWN OF HOOKSETT	018-045	177400	133100		310500
TOWN OF HOOKSETT	019-011-93TK	350000	100		350100
TOWN OF HOOKSETT	019-017		18600		18600
TOWN OF HOOKSETT	020-007-ROAD		22300		22300
TOWN OF HOOKSETT	020-029		31000		31000
TOWN OF HOOKSETT	021-010		110100	750	110850
TOWN OF HOOKSETT	021-034-014		9800		9800
TOWN OF HOOKSETT	022-002		69300		69300
TOWN OF HOOKSETT	022-025		130000		130000
TOWN OF HOOKSETT	022-037		2200		2200
TOWN OF HOOKSETT	022-046-014		55300		55300
TOWN OF HOOKSETT	022-046-015		54500		54500
TOWN OF HOOKSETT	023-014		92400		92400
TOWN OF HOOKSETT	024-035-010		93600		93600
TOWN OF HOOKSETT	024-038-0R1		20800		20800
TOWN OF HOOKSETT	024-039		85700		85700
TOWN OF HOOKSETT	024-058	40900	409200		450100
TOWN OF HOOKSETT	024-059	838600	1072500		1911100
TOWN OF HOOKSETT	025-018-069		6400		6400
TOWN OF HOOKSETT	025-018-079	105000	48700		153700
TOWN OF HOOKSETT	025-080-001	2414000	208200		2622200
TOWN OF HOOKSETT	025-080-002		322700		322700
TOWN OF HOOKSETT	025-080-ROAD				
TOWN OF HOOKSETT	026-002		521800		521800
TOWN OF HOOKSETT	026-002-00A	102500			102500
TOWN OF HOOKSETT	026-003-ROAD		44200		44200
TOWN OF HOOKSETT	026-005	62700	64600		127300

TOWN'S PROPERTY

TOWN OF HOOKSETT	026-031	113900	287200		401100
TOWN OF HOOKSETT	026-141		11700		11700
TOWN OF HOOKSETT	029-032-00A		5544		5544
TOWN OF HOOKSETT	029-038	4800	47000		51800
TOWN OF HOOKSETT	029-064-ROAD		53000		53000
TOWN OF HOOKSETT	029-081		6200		6200
TOWN OF HOOKSETT	030-050		51000		51000
TOWN OF HOOKSETT	030-057		70800		70800
TOWN OF HOOKSETT	033-004		34500		34500
TOWN OF HOOKSETT	033-005		5200		5200
TOWN OF HOOKSETT	033-066	1693300	276800		1970100
TOWN OF HOOKSETT	034-001		27800		27800
TOWN OF HOOKSETT	034-018-ROAD		52900		52900
TOWN OF HOOKSETT	037-020		3000		3000
TOWN OF HOOKSETT	037-029		3700		3700
TOWN OF HOOKSETT	038-012		3600		3600
TOWN OF HOOKSETT	038-033		800		800
TOWN OF HOOKSETT	039-038		31100		3100
TOWN OF HOOKSETT	041-040		200		200
TOWN OF HOOKSETT	041-042		71400		71400
TOWN OF HOOKSETT	042-021		4300		4300
TOWN OF HOOKSETT	042-022		200		200
TOWN OF HOOKSETT	042-023		42800		42800
TOWN OF HOOKSETT	042-024-00A		120		120
TOWN OF HOOKSETT	043-057		71100		71100
TOWN OF HOOKSETT	045-017	21900	82400		104300
TOWN OF HOOKSETT	045-143		27400		27400
TOWN OF HOOKSETT	046-028		29900		29900
TOWN OF HOOKSETT	049-056		325700		325700
Respectfully Submitted					
Sandra M. Piper					
Director of Assessing					
SP/jd					

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# BUILDING DEPARTMENT

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It is with great honor that I offer the following report to the community of Hooksett. Since last year at this time, there have been several changes to our community. The most notable is EXIT 10. You are now able to shop at Target, Kohl's and B.J.'s as well as Staples and Wendy's. Permits have been issued for The Home Depot, Electronics Boutique, Payless Shoes, Bed Bath and Beyond and Olympia Sports. Soon there will be a Starbuck's and other retail spaces. There are plans for other retail spaces around the EXIT 10 area that could drastically change the appearance of that end of Town. Windsor Terrace Apartments on West River Road are well underway with the first occupancy this summer. Lafond Avenue Condo's are nearly complete and there are new homes all over town. As we approach the New Year there are projects "on the table" that are too numerous to mention here. The growth of Hooksett shows no signs of slowing down. The new Middle School is nearly complete and will be ready for the new school year. The additions and modifications to the Memorial School are well under way. Phase II of Granite Hill has started which will add another 370 units of housing to the community as well as the final preparation for a 200 unit adult housing project are being made. We recently have issued a permit for what we all know as Robie's Country Store. As always it is a pleasure to serve the community and I am looking forward to the rest of the year.

I would like to thank many people and departments who make these day-to-day activities run smoothly. I would like to give a special thanks to my assistant Jessica who has worked hard to make sure everything runs smoothly on a day to day basis. Her hard work and dedication is very much appreciated. All the members of the Town Hall Staff have helped to make things run smoothly and efficiently. I want to give a special thanks to the Fire and Police Departments for their cooperation and assistance. I would like to thank all of the other departments who have helped us in this busy time. To the residents, special thanks for letting me serve you and the community. I will strive to perform at the highest level of professionalism and proficiency for you.

Following are the Fiscal Years Totals for this Department.

New Residential- 253  
New Commercial- 14  
Additions/Alterations- 284  
Electrical Permits- 286  
Plumbing Permits- 190  
Sign Permits- 90  
Yard Sale Permits- 78  
Certificate of Occupancy- 158  
Declared Value of Construction- \$71,509,070.00  
Fees Collected and turned over to the Treasurer- \$196,719.15

Respectfully submitted:  
Kenneth W. Andrews, CBO  
Code Enforcement Officer

# CEMETERY COMMISSION

Cemetery Commission member Virginia Robb continues entering existing and new data on a laptop computer the Town has purchased for the Commission. Previous to the new computer, "Gini" was working entirely with her own personal Computer. As the commission receives corrections, many of which come from citizens of the Town, they are entered into the computer. Input from the citizens of the Town is always welcome. The Commission is looking forward to having available a printed record of all burials in Town cemeteries and their location within a cemetery. The Commission thanks all who have assisted in the work. There were 10 burial spaces sold during the year. This adds \$3,000.00 to the principal of the Cemetery Maintenance Trust Fund. The income from this and other cemetery trusts allowed the Commission to release over \$5,000.00 toward the mowing and cleaning of the cemeteries. The ultimate goal of the Commission is to have the income from the trusts cover the cemetery maintenance. The Commission appreciates the efforts of the Highway Department employees in performing the maintenance.

The preparation and mailing of the Cemetery Deeds continues to be accomplished in a superb fashion by Tina Paquette, Administrative Assistant at the Town Hall. Thank you Tina for providing the information for the Commission files.

Enver Silkman has retired as a member of the Commission and has been replaced by Michael Richards. Thank you Enver for your many years of dedicated service to the Commission. The Commission welcomes Michael Richards as he starts his service to the Town.

It has been a pleasure to have the opportunity to serve the Town during this fiscal year and the commission looks forward to another year of progress.

Respectfully submitted:  
Wallace Emerson, Chairman  
Virginia Robb  
Enver Silkman



Photography by: Carolyn Schroeder

Cemetery Commission: Enver Silkman, Virginia Robb,  
Wallace Emerson - Chairman

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# CENTRAL HOOKSETT WATER PRECINCT

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32 Industrial Park Drive • PO Box 16322  
Hooksett, NH 03106  
Phone: 624-0608 • Fax: 624-0814

Dear Precinct Members:

I begin by thanking all the residents for their diligence in helping with the cleaning of fire hydrants this past winter. All those who helped, we greatly appreciated it.

We have been busy working to finish the Glencrest project, which looks like it could be this fall, and the new middle school. A new phase at Granite Hills is close to start up possibly in mid July.

In June we started a project of relining the interior and repainting the exterior of our Oak Hill Tank. We are looking to be finished by August.

As always, conservation of our natural resources is always the best practice.

If you have any questions, please feel free to contact us at 624-0608

Respectfully Submitted,

Patrick A. O'Brien  
Superintendent

## WARRANT

**STATE OF NEW HAMPSHIRE  
CENTRAL HOOKSETT WATER PRECINCT  
2003 PRECINCT MEETING**

TO THE INHABITANTS OF THE CENTRAL HOOKSETT WATER  
PRECINCT IN THE TOWN OF HOOKSETT, COUNTY OF MERRIMACK, IN SAID  
STATE QUALIFIED TO VOTE IN SAID PRECINCT AFFAIRS:

You are hereby notified to meet at the offices of the Central Hooksett Water  
Precinct located in said Precinct on 32 Industrial Park Drive on the 10th day of March,  
2003, at 7:00 o'clock in the evening to act upon the following subjects:

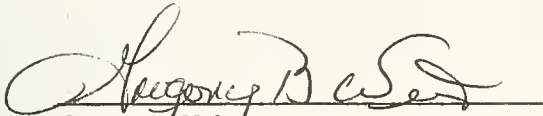
1. To choose a Moderator for the ensuing year.
2. To choose a Clerk for the ensuing year.
3. To choose a Treasurer for the ensuing year.
4. To choose one Water Commissioner, for a three year term, that being the seat currently occupied by David Conway.
5. To see if the Precinct will raise and appropriate the sum of Twenty Thousand Dollars (\$20,000.00) for the Central Hooksett Water Precinct Capital Reserve Fund #1, entitled Water Storage Capital Reserve Fund (recommended by the Budget Committee and the Precinct Commissioners).
6. To see if the Precinct will raise and appropriate the sum of Ten Thousand Dollars (\$10,000.00) for the Central Hooksett Water Precinct Capital Reserve Fund #2 - New Construction and Capital Improvements Capital Reserve Fund (recommended by the Budget Committee and the Precinct Commissioners).
7. To see if the Precinct will raise and appropriate the sum of Ten Thousand Dollars (\$10,000.00) for the Central Hooksett Water Precinct Capital Reserve Fund #3 - Repair and Replacement of Main and Equipment Capital Reserve Fund (recommended by the Budget Committee and the Precinct Commissioners).
8. To see if the Precinct will raise and appropriate the sum of Fifteen Thousand Dollars (\$15,000.00) for the Central Hooksett Water Precinct Capital Reserve Fund #4 - Standpipe Relining Capital Reserve Fund (recommended by the Budget Committee and the Precinct Commissioners).


9. To see if the Precinct will raise and appropriate the sum of Forty-Six Thousand Nine Hundred Forty-One Dollars and Twenty-Eight Cents (\$46,941.28) for the Central Hooksett Water Precinct Capital Reserve Fund #5 - Source Development Capital Reserve Fund. (Recommended by the Budget Committee and the Precinct Commissioners).
10. To see if the Precinct will vote to designate the Central Hooksett Water Precinct Commissioners as agents for Capital Reserve Funds #1-5 identified above for the purpose of allowing expenditures from those funds for the purpose established in those funds. Such authority shall exist indefinitely or until rescinded by the Precinct.
11. To see if the Precinct will ratify and affirm as ordinances any By-Laws adopted by the Commissioners during the preceding year and to ratify and affirm the Commissioners' written schedule of fees and charges.
12. To see if the Precinct will authorize the Commissioners to raise Four Hundred Seventy Thousand Dollars (\$470,000.00) exclusive of Warrant Articles 5, 6, 7, 8 & 9 to defray Precinct expenses for the ensuing year and make appropriations of same.
13. To see if the Precinct will authorize the Commissioners to accept gifts, grants and bequests and to expend the same for the legitimate purposes of the Precinct as may be specified by the donor, provided that said purposes shall not require the expenditure of other Precinct funds and provided further that the Commissioners shall hold a public hearing prior to accepting the said funds.
14. To transact any other business that may legally come before this meeting.

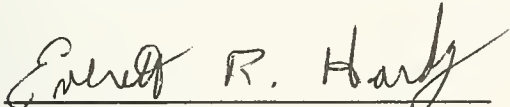
Given our hands and seal this 13<sup>th</sup> day of Jan in the year of our Lord Two Thousand and Three.

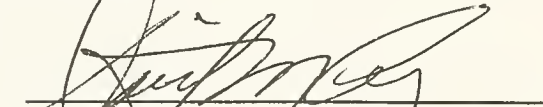


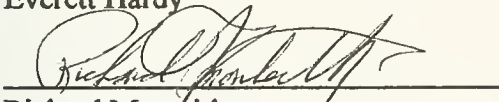
BOARD OF WATER COMMISSIONERS  
CENTRAL HOOKSETT WATER PRECINCT

  
\_\_\_\_\_  
Gregory Weir

  
\_\_\_\_\_  
Bill Alois

  
\_\_\_\_\_  
Everett Hardy

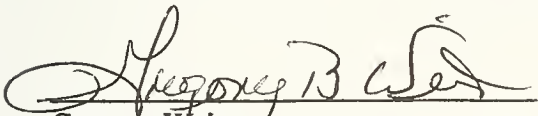
  
\_\_\_\_\_  
David Conway

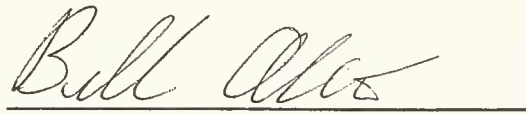
  
\_\_\_\_\_  
Richard Monteith

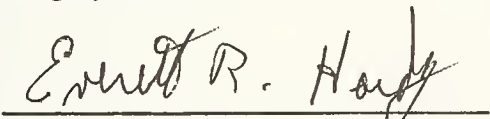
CERTIFICATE

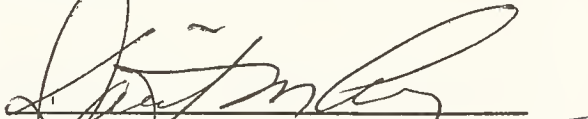
The undersigned certify that on the 13<sup>th</sup> day of January 2003, we gave notice to the inhabitants within named to meet at the time and place and for the purpose within mentioned by posting an attested copy hereof at the place of the meeting within named (Central Hooksett Water Precinct office 32 Industrial Park Drive, Hooksett, NH) and a like attested copy at the Fred C. Underhill School, 2 Sherwood Drive, Hooksett, New Hampshire all being public places in the said Precinct.

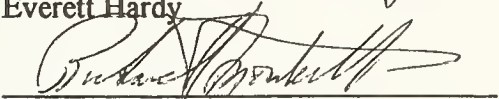
BOARD OF COMMISSIONERS  
WATER HOOKSETT WATER PRECINCT

  
\_\_\_\_\_  
Gregory Weir

  
\_\_\_\_\_  
Bill Alois

  
\_\_\_\_\_  
Everett Hardy

  
\_\_\_\_\_  
David Conway

  
\_\_\_\_\_  
Richard Monteith

CENTRAL HOOKSETT WATER PRECINCT  
ANNUAL MEETING  
MARCH 10, 2003  
7:00 P. M.

The annual meeting was called to order by Kelly Alois, moderator, at 7:03 p.m. Present were Irene Beaulieu, Everett Hardy, Carol Hardy, Dick Monteith, Bill Alois, Dave Conway, Atty. B. J. Branch, Bev Weir and Pat O'Brien.

2003 WARRANT AND NOMINATIONS

The moderator brought the Warrant into existence, by reading where the Warrant was posted. The Warrant was posted at the Safety Complex, Fred C Underhill School, the Central Hooksett Water Precinct office on Industrial Park Dr., Hooksett, NH 03106 and in the Union Leader paper.

The moderator asked for a motion to read the Warrant, article by article and vote on them as we take them up. Everett made a motion to vote on the articles as we take them up, Dave Conway seconded the motion and all were in favor.

The moderator took up the election of officers for the ensuing year.

1. Election of Moderator. Dave nominated Kelly Alois for moderator for the ensuing year, Everett seconded, all present were in favor. Dave made a motion that we close nominations for moderator, Bill seconded the motion and all were in favor.
2. Election of Clerk for the ensuing year. Bill nominated Carol Hardy for clerk for the ensuing year, Dave seconded the nomination, all were in favor. Dave made a motion that we close the nominations for Clerk, Bill seconded the motion. All were in favor.
3. Election of Treasurer for the ensuing year. Dave nominated Bev Weir for Treasurer for the ensuing year, Bill seconded the nomination. Bill made a motion that the nominations be closed, Dick seconded the motion, all were in favor.
4. Election of Water Commissioner for three years. Bill nominated Dave Conway for Water Commissioner for three years, Dick seconded the motion. Everett made a motion to close nominations for Commissioner and Dick seconded the motion, all were in favor.

Dick made a motion that the Clerk cast one ballot for the officers for the ensuing year, Everett seconded the motion, all were in favor. The ballot was cast by the Clerk and all officers for the ensuing year were voted into their positions.

- Article 5. The moderator read article 5. Dick made a motion to accept article 5 as read. Everett seconded the motion, all were in favor.
- Article 6. The moderator read article 6. Bill made a motion to accept article 6 as read. Dave seconded the motion, all were in favor.
- Article 7. The moderator read article 7. Everett made a motion to accept article 7 as read. Dick seconded the motion, all were in favor.
- Article 8. The moderator read article 8. Bill made a motion to accept article 8 as read. Dave seconded the motion, all were in favor.
- Article 9. The moderator read article 9. There was a discussion on the floor as to why the 28cents. Irene explained that this amount worked out exactly to this amount raised. Dick made a motion to accept article 9 as read. Everett seconded the motion, all were in favor.
- Article 10. The moderator read article 10. Bill made a motion to accept article 10 as read. Dave seconded the motion, all were in favor.

Article 11. The moderator read article 11. Bill made a motion to accept article 11 as read. Dick seconded the motion, all were in favor.

Article 12. The moderator read article 12. Dick made a motion to accept article 12 as read. Everett seconded the motion, all were in favor.

Article 13. The moderator read article 13. Bill made a motion to accept article 13 as read. Dave seconded the motion, all were in favor.

Dick made a motion that we adjourn our annual meeting, Everett seconded the motion and all were in favor.

We adjourned at 7:25 pm

Respectfully submitted,

*Carol Hardy*

Carol Hardy, clerk

**VILLAGE DISTRICT OFFICIALS**

(RSA 670:9)

Due 20 Days After Election or Apportionments

Village District: Central Hooksett Water Precinct County: MerrimackIn the Town of: Hooksett, NH Phone: 603-624-0608Mailing Address: PO Box 16322Hooksett, NHEmail Address: chwp01@hotmail.com Fax: 603-624-0814Village District Clerk's Signature: *Carol Hardy*

Office	Mailing Address	Daytime Phone #	Term Ends
<b>COMMISSIONERS</b>			
1. Chairman Gregory Weira	1465 Hooksett Road Buckingham 198	268-0991	2005
2 Richard Monteith	58 Sherwood Drive	625-45374	2004
3 David Conway	1465 Hooksett Road Northumberland 468	647-7789	2006
4. Clerk Carol Hardy	298 Londonderry Turnpike	627-3558	2004
5. Treasurer Beverly Weir	1465 Hooksett Road Buckingham 198	268-0991	2004
6. Moderator Kelly Alois	38 Virginia Court	627-3486	2004
7. Auditor			
8 Commissioner Everett Hardy	298 Londonderry Turnpike	627-3558	2004
9 Commissioner William Alois	38 Virginia Court	627-3486	2005
10			
11			

FOR DRA USE

NH DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL FINANCE BUREAU  
P.O. BOX 487, CONCORD, NH 03302-0487  
(603)271-3397

# REPORT OF APPROPRIATIONS ACTUALLY VOTED FOR VILLAGE DISTRICTS

(RSA 21-J:34)

Date of Meeting: March 10, 2003

Village District: Central Hooksett Water Precinct County: Merrimack

In the Town(s) Of: Hooksett, NH

Mailing Address: PO Box 16322  
Hooksett, NH 03106

Phone #: 603-624-0608 Fax #: 603-624-0814 E-Mail: chwp01@hotmail.com

## Certificate of Appropriations (To Be Completed After Annual or Special Meeting)

This is to certify that the information contained in this form, appropriations actually voted by the village district meeting, was taken from official records and is complete to the best of our knowledge and belief.

### Governing Body (Commissioners) *Please sign in ink.*

Date: 3-10-03  
[Signature]  
[Signature]  
[Signature]

Ernest R. Hardy  
[Signature]  
[Signature]

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION  
COMMUNITY SERVICES DIVISION  
MUNICIPAL FINANCE BUREAU  
P.O. BOX 487, CONCORD, NH 03302-0487  
(603)271-3397

**PENALTY:** Failure to file within 20 days after each meeting at which appropriations were voted may result in a \$5.00 per day penalty for each days's delay (RSA 21-J:36).

1 Acct.#	2 PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	3 WARR. ART.#	4 Appropriations As Voted	5 For Use By Department of Revenue Administration
	<b>CAPITAL OUTLAY</b>		<b>XXXXXXXXXX</b>	<b>XXXXXXXXXX</b>
4901	Land & Improvements			
4902	Machinery, Vehicles & Equipment			
4903	Buildings			
4909	Improvements Other Than Bldgs			
	<b>OPERATING TRANSFERS OUT</b>		<b>XXXXXXXXXX</b>	<b>XXXXXXXXXX</b>
4912	To Special Revenue Fund			
4913	To Capital Projects Fund			
4914	To Proprietary Fund			
4915	To Capital Reserve Fund		101941	
4916	To Trust and Agency Funds			
	<b>TOTAL VOTED APPROPRIATIONS</b>		<b>571941</b>	

**SPECIAL NOTES FOR COMPLETING FORM MS-32  
REPORT OF APPROPRIATIONS**

This form must contain all the appropriations passed at an annual or special meeting. Combine all the approved and amended appropriations from the MS-36 or MS-37 posted budget form. List the appropriate warrant article number(s) in column #3.

Do not cross off any accounts to enter your own titles. We have included the entire chart of accounts for reporting purposes. Please call us if you have any questions or need help in classifying any of your approved appropriations. Mail this form to us within 20 days after the meeting to our address below.

This form can be downloaded from our website: [www.state.nh.us/revenue](http://www.state.nh.us/revenue)

NH DEPARTMENT OF REVENUE ADMINISTRATION  
COMMUNITY SERVICES DIVISION  
MUNICIPAL FINANCE BUREAU  
P.O. BOX 487, CONCORD, NH 03302-0487  
(603)271-3397

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL SERVICES DIVISION  
P.O. BOX 487, CONCORD, NH 03302-0487  
(603)271-3397



# FINANCIAL REPORT OF VILLAGE DISTRICTS

VILLAGE DISTRICT: Central Hooksett Water Precinct COUNTY: Merrimack

In the Town(s) Of: Hooksett

For the Fiscal Year Ended: December 31, 2002

Mailing Address: 32 Industrial Park Drive  
Hooksett, NH 03106

Phone #: 604-0608 Fax #: \_\_\_\_\_ E-Mail: \_\_\_\_\_

### CERTIFICATION

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

Date: \_\_\_\_\_

[Signature]  
[Signature]  
[Signature]

[Signature]  
[Signature]

Signatures of Village District Commissioners

*Please sign in ink.*

### General Instructions

When completed, this form should be returned to the Department of Revenue Administration. A copy should be used in preparing the annual report for the voters and a copy should be retained.

Please note this form is intended for those governmental units which have adopted the title "Village District" in accordance with RSA 52.

BALANCE SHEET  
GENERAL FUND

ASSETS			LIABILITIES AND FUND EQUITY		
Acct.#		Amount	Acct.#		Amount
1010	Cash and Equivalents	108,852	2020	Accounts Payable	21,225
1030	Investments	99,872	2030	Compensated Absences Payable	
1080	Taxes Receivable (Unincorp.Places)		2050	Contracts Payable	
1081	Municipal Assessments Receivable		2070	Due to Other Governments	
1110	Tax Liens Receivable		2080	Due to Other Funds	
1150	Accounts Receivable	104,922	2230	Notes Payable - Current	
1260	Due From Other Governments		2250	Bonds Payable - Current	
1310	Due From Other Funds		2270	Other Payables - Accrued Payroll	2590
1410	Inventory			Deferred Revenue	1029
1430	Prepaid Items			TOTAL LIABILITIES	\$ 24,844
				FUND EQUITY	
			2440	Reserve for Encumbrances	
1700	Other Assets		2450	Reserve for Continuing Appropriations	
			2490	Reserve for Special Purposes	46,941
			2530	Unreserved Fund Balance	241,861
				TOTAL FUND EQUITY	288,802
	TOTAL ASSETS	\$ 313,646		TOTAL LIABILITIES AND FUND EQUITY	\$ 313,646

Include in the SCHEDULES BELOW the value of all Village District Property & Long-Term Debt NOT in the Balance Sheet Above.

Acct.#	FIXED ASSET GROUP OF ACCOUNTS	Debit	Credit	Acct.#	LONG-TERM DEBT GROUP OF ACCOUNTS	Debit	Credit
1610	Land and Improvements		XXXXXXXX	1810	Bond Proceeds Not Used		XXXXXXXX
1620	Buildings		XXXXXXXX	1820	Amount to be Provided for Retirement of Long-Term Debt	800,000	XXXXXXXX
1640	Machinery, Vehicles and Equip.		XXXXXXXX	2310	Notes/Bonds Payable; Long-Term	XXXXXXXXXX	800,000
1650	Construction in Progress		XXXXXXXX	2390	Other Long-Term Liabilities	XXXXXXXXXX	
1660	Improvements Other Than Bldgs.		XXXXXXXX				
2800	Investment in Gen. Fixed Assets	XXXXXXXX					
	TOTAL				TOTAL	800,000	800,000



SOURCES OF REVENUES AND CREDITS			EXPENDITURES		
Acct. #		Amount	Acct. #		Amount
	<b>TAXES</b>			<b>GENERAL GOVERNMENT</b>	
3110	Property Taxes				
3190	Int. & Pen. on Delinquent Taxes		4130	Executive	
			4194	General Government Bldg.	
			4196	Insurance	
	<b>FROM FEDERAL GOVERNMENT</b>				
3319	Other Federal Grants and Reimbur.				
	<b>FROM STATE</b>			<b>PUBLIC SAFETY</b>	
3351	Shared Revenue - Block Grant	3376	4215	Ambulance	
3354	Water Pollution Grants		4220	Fire	
			4290	Emergency Management	
	<b>FROM OTHER GOVERNMENTS</b>				
3379	Intergovernmental Revenues				
	<b>CHARGES FOR SERVICES</b>			<b>HIGHWAYS AND STREETS</b>	
3401	Income From Departments		4312	Highways and Streets	
3402	Water Supply System Charges	470,898			
3403	Sewer User Charges			<b>SANITATION</b>	
3404	Garbage-Refuse Charges		4323	Solid Waste Collection	
3409	Other Charges				
	<b>MISCELLANEOUS REVENUES</b>			<b>WATER DISTRIBUTION AND TREATMENT</b>	
3501	Sale of Village District Property	39,964	4332	Water Services	366,871
3502	Interest on Investments	2,302			
3509	Other	6,477			
	<b>INTERFUND OPERATING TRANSFERS IN</b>			<b>HEALTH</b>	
3913	From Capital Projects Fund		4414	Pest Control	
3914	From Proprietary Fund		4419	Other Health	
3915	From Capital Reserve Fund				
	<b>OTHER FINANCING SOURCES</b>			<b>CULTURE AND RECREATION</b>	
3934	Proceeds Long-Term Notes/Bonds		4520	Parks and Recreation	
			4589	Other Culture & Recreation	
	<b>TOTAL REVENUES</b>	523,017		<b>DEBT SERVICE</b>	
			4711	Princ.-Long Term Bonds & Notes	50,000
			4721	Int. Long Term Bonds & Notes	35,504
			4723	Interest on TANS	
				<b>CAPITAL OUTLAY</b>	
			4901	Land and Improvements	
			4902	Machinery, Vehicles, & Equipment	
			4903	Buildings	
				<b>INTERFUND OPERATING TRANSFERS OUT</b>	
			4913	To Capital Projects Fund	
			4914	To Proprietary Fund	
			4915	To Capital Reserve Fund	25,900
				<b>TOTAL EXPENDITURES</b>	478,275

SCHEDULE OF LONG TERM INDEBTEDNESS  
As of December 31, ~~19~~ 2008

1 Long Term Bonds/Notes Outstanding List Each Issue Separately	Purpose of Issue(2)	Amount	
1999 Series A Bond - Tank and Building Construction	G	800,000	* * * * *
			* * * * *
			* * * * *
			* * * * *
			* * * * *
2 Total Long Term Bonds/Notes Outstanding December 31, <del>1999</del> 2008		* * * * *	800,000

- (1) The amount of outstanding long term indebtedness must be reported as of the end of the Village District Fiscal Year.
- (2) Use the code: "S" for Sewer Bonds  
"W" for Water Bonds  
"G" for General Purpose Bonds

RECONCILIATION OF OUTSTANDING LONG TERM INDEBTEDNESS

1. Outstanding Debt - December 31, <del>19</del> 2001	* * * * *	850,000
2. New Debt Created During Fiscal Year	* * * * *	* * * * *
a) Long Term Notes Issued	0	* * * * *
b) Bonds Issued	0	* * * * *
3. Total (Lines 2a and 2b)	* * * * *	0
4. Total (Lines 1 and 3)	* * * * *	850,000
5. Debt Retirement During Fiscal Year	* * * * *	* * * * *
a) Long Term Notes Paid	0	* * * * *
b) Bonds Paid	59,000	* * * * *
6. Total (Lines 5a and 5b)	* * * * *	59,000
7. Outstanding Debt - December 31, 19__ (Line 4 less Line 6)	* * * * *	800,000

When to File: (RSA 21-J:34)  
This report must be filed on or before April 1st.

Where to File:  
Department of Revenue Administration, Municipal Services Division  
P. O. Box 1122, Concord, NH 03302-1122

SUMMARY OF REVENUES AND EXPENDITURES FOR ALL OTHER FUNDS  
 January 1, 199\_\_ to December 31, 199\_\_ OR July 1, 199\_\_ to June 30, 199\_\_

A. REVENUE (BY SOURCE)	Capital Projects	Special Revenue	Proprietary Funds	
			Enterprise	Internal Service
1. Revenue from taxes				
2. Rev. from licenses, fees, etc.				
3. Revenue from fed. govt.				
4. Revenue from State of NH				
5. Revenue from other govt.				
6. Rev. from charges for service				
a. Water supply sys. charges				
b. Sewer user charges				
c. Refuse collection charges				
d. Other (specify)				
7. Revenue from misc. sources				
a. Interest on investments				
b. Other				
8. Interfund oper. transfers in				
9. Other financial sources				
10. TOTAL REVENUE AND OTHER SOURCES				

SUMMARY OF REVENUES AND EXPENDITURES FOR ALL OTHER FUNDS (Continued)  
 January 1, 199\_\_ to December 31, 199\_\_ OR July 1, 199\_\_ to June 30, 199\_\_

B. EXPENDITURE (BY FUNCTION)	Capital Projects	Special Revenue	Proprietary Funds	
			Enterprise	Internal Service
1. Public safety				
2. Sanitation				
3. Water distribution/treatment				
4. Health				
5. Welfare				
6. Culture and recreation				
7. Conservation				
8. Redevelopment and housing				
9. Economic development				
10. Debt service				
11. Capital outlay	XXXXXXXXXXXXXX			
12. Interfund oper.transfers out				
13. Payments to other govt.				
14. TOTAL EXPENDITURES				

BALANCE SHEET FOR SUMMARY OF ALL OTHER FUNDS  
As of December 31, 199\_\_ OR June 30, 199\_\_

A. ASSETS	Acct. No.	Capital Projects	Special Revenue	Proprietary Funds	
				Enterprise	Internal Service
1. Current Assets					
a. Cash and equivalents	1010				
b. Investments	1030				
c. Accounts receivable	1150				
d. Due from other govt.	1260				
e. Due from other funds	1310				
f. Other current assets	1400				
2. Fixed Assets					
a. Land and improvements	1610				
b. Buildings	1620				
c. Mach., veh., equip.	1640				
d. Const. in progress	1650				
e. Improve. (non-bldg)	1660				
f. Other assets	1700				
3. TOTAL ASSETS	XXXXX				

BALANCE SHEET FOR SUMMARY OF ALL OTHER FUNDS (continued)  
As of December 31, 199\_\_ OR June 30, 199\_\_

A. LIABILITIES & FUND EQUITY	Acct. No.	Capital Projects	Special Revenue	Proprietary Funds	
				Enterprise	Internal Service.
1. Liabilities					
a. Warrants & acct.pay.	2020				
b. Compensated absences	2030				
c. Contracts Payable	2050				
d. Due to other govt.	2070				
e. Due to other funds	2080				
f. Notes/Bonds Payable	XXXX				
g. Other(list)					
h. TOTAL LIABILITIES					
2. Fund Equity/Capital					
a. Reserve-encumbrances	2440				
b. Reserve-spec.purpose	2490				
c. Unreserved fund bal.	2530				
d. District contrib.cap.	2610				
e. Other contrib.capital	2620				
f. Retained earnings	2790				
g. TOTAL FUND EQUITY					
3. TOTAL LIABILITIES AND FUND EQUITY					

# BUDGET FORM FOR VILLAGE DISTRICTS

WHICH HAVE ADOPTED THE PROVISIONS OF RSA 32:14 THROUGH 32:24

DATE OF MEETING: March 10, 2003

VILLAGE DISTRICT: Central Hooksett Water County: Merrimack

In the Town(s) Of: Hooksett

Mailing Address: PO Box 16322  
Hooksett, NH 03106

Phone #: 624-0608 Fax #: 624-0814 E-Mail: \_\_\_\_\_

### IMPORTANT:

Please read RSA 32:5 applicable to all municipalities.

- 1. RSA 32:5 requires this budget be prepared on a "gross" basis showing all revenues and appropriations. At least one public hearing must be held on this budget.
- 2. This budget must be posted with the Village District warrant not later than the fifteenth day before the day of the meeting.
- 3. When completed, a copy of the budget must be posted with the warrant. Another copy must be placed on file with the village district clerk, and a copy sent to the Department of Revenue Administration at the address below.

This is to certify that this budget was posted with the warrant on the (date) \_\_\_\_\_

### BUDGET COMMITTEE

Please sign in ink.

Bryce H. Willey  
Jim A. Merrill  
Joseph B. Howell

Timothy Stearns  
Lynne O'Brien  
Charles J. Repucci  
Gerald Fearey

**THIS BUDGET SHALL BE POSTED WITH THE VILLAGE DISTRICT WARRANT**

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION  
 COMMUNITY SERVICES DIVISION  
 MUNICIPAL FINANCE BUREAU  
 P.O. BOX 487, CONCORD, NH 03302-0487  
 (603)271-3397

1	2	3	4	5	6	7	8	9
Acct.#	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	COMMISSIONER'S APPROPRIATIONS Ensuing Fiscal Year (RECOMMENDED)	COMMISSIONER'S APPROPRIATIONS Ensuing Fiscal Year (NOT RECOMMENDED)	BUDGET COMMITTEE'S APPROPRIATIONS Ensuing Fiscal Year RECOMMENDED	BUDGET COMMITTEE'S APPROPRIATIONS Ensuing Fiscal Year NOT RECOMMENDED
<b>GENERAL GOVERNMENT</b>								
4130-4139	Executive		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4150-4151	Financial Administration							
4153	Legal Expense							
4155-4159	Personnel Administration							
4194	General Government Buildings							
4196	Insurance							
4197	Advertising & Regional Assoc.							
4199	Other General Government							
<b>PUBLIC SAFETY</b>								
4210-4214	Police		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4215-4219	Ambulance							
4220-4229	Fire							
4290-4298	Emergency Management							
4299	Other (Including Communications)							
<b>HIGHWAYS &amp; STREETS</b>								
4311	Administration		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4312	Highways & Streets							
4313	Bridges							
4316	Street Lighting							
4319	Other							
<b>SANITATION</b>								
4321	Administration		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4323	Solid Waste Collection							
4324	Solid Waste Disposal							
4325	Solid Waste Clean-up							
4326-4329	Sewage Coll. & Disposal & Other							

MS-37 Budget - Town/City of Central Hooksett



MS-37		Budget - Town/City of		Water Precinct		FY 2003									
1	2	3	4	5	6	7	8	9							
Acct.#	PURPOSE OF APPROPRIATIONS (RSA 32:3.V)	Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	COMMISSIONER'S APPROPRIATIONS Ensuing Fiscal Year (RECOMMENDED)	(NOT RECOMMENDED)	RECOMMENDED	NOT RECOMMENDED	BUDGET COMMITTEE'S APPROPRIATIONS Ensuing Fiscal Year						
WATER DISTRIBUTION & TREATMENT									XXXXXXXXXX						
4331	Administration		8600	8694	9600		9600		XXXXXXXXXX						
4332	Water Services		350300	359539	376850		376850		XXXXXXXXXX						
4335-4339	Water Treatment, Conserv.& Other								XXXXXXXXXX						
HEALTH/WELFARE									XXXXXXXXXX						
4411	Administration								XXXXXXXXXX						
4414	Pest Control								XXXXXXXXXX						
CULTURE & RECREATION									XXXXXXXXXX						
4520-4529	Parks & Recreation								XXXXXXXXXX						
4589	Other Culture & Recreation								XXXXXXXXXX						
DEBT SERVICE									XXXXXXXXXX						
4711	Princ.- Long Term Bonds & Notes		50000	50000	50000		50000		XXXXXXXXXX						
4721	Interest-Long Term Bonds & Notes		35600	35504.0	33550		33550		XXXXXXXXXX						
4723	Int. on Tax Anticipation Notes								XXXXXXXXXX						
4790-4799	Other Debt Service								XXXXXXXXXX						
CAPITAL OUTLAY									XXXXXXXXXX						
4901	Land and Improvements								XXXXXXXXXX						
4902	Machinery, Vehicles & Equipment								XXXXXXXXXX						
4903	Buildings								XXXXXXXXXX						
4909	Improvements Other Than Bldgs.								XXXXXXXXXX						
OPERATING TRANSFERS OUT									XXXXXXXXXX						
4912	To Special Revenue Fund								XXXXXXXXXX						
4913	To Capital Projects Fund								XXXXXXXXXX						

Central Hooksett  
Water Precinct

FY 2003

Budget - Town/City of

1 2 3 4 5 6 7 8 9

Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)		Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	COMMISSIONER'S APPROPRIATIONS Ensuing Fiscal Year		BUDGET COMMITTEE'S APPROPRIATIONS Ensuing Fiscal Year	
	2	3				(RECOMMENDED)	(NOT RECOMMENDED)	RECOMMENDED	NOT RECOMMENDED
<b>OPERATING TRANSFERS OUT</b>									
4914	To Proprietary Fund			XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX
4915	To Capital Reserve Fund								
4916	To Trust and Agency Funds								
<b>SUBTOTAL 1</b>					444500	453737	470000	470000	

If you have a line item of appropriations from more than one warrant article, please use the space below to identify the make-up of the line total for the ensuing year.

Acct. #	Warr. Art. #	Amount	Acct. #	Warr. Art. #	Amount

**\*\*SPECIAL WARRANT ARTICLES\*\***

Special warrant articles are defined in RSA 32:3, VI, as appropriations: 1) In petitioned warrant articles; 2) appropriations raised by bonds or notes; 3) appropriations to a separate fund created pursuant to law, such as capital reserve funds or trusts funds; or 4) an appropriation designated on the warrant as a special article or as a nonlapsing or nontransferable article.

1	2	3	4	5	6	7	8	9
ACCT.#	PURPOSE OF APPROPRIATIONS (RSA 32:3, V)	Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	COMMISSIONER'S APPROPRIATIONS (RECOMMENDED) Ensuing Fiscal Year	COMMISSIONER'S APPROPRIATIONS (NOT RECOMMENDED) Ensuing Fiscal Year	BUDGET COMMITTEE'S APPROPRIATIONS (RECOMMENDED) Ensuing Fiscal Year	BUDGET COMMITTEE'S APPROPRIATIONS (NOT RECOMMENDED) Ensuing Fiscal Year
6	Source Development	9	25500	25500	46941		46941	
1	Water Storage	5	100	100	20000		20000	
2	New Construction	6	100	100	10000		10000	
3	Repair & Replace	7	100	10000	10000		10000	
4	Standpipe Relining	8	100	100	15000		15000	
	<b>SUBTOTAL 2 RECOMMENDED</b>		<b>XXXXXXX</b>	<b>XXXXXXX</b>	<b>101941</b>	<b>XXXXXXX</b>	<b>101941</b>	<b>XXXXXXX</b>

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

"Individual" warrant articles are not necessarily the same as "special warrant articles". An example of an individual warrant article might be negotiated cost items for labor agreements, leases, or items of a one time nature.

1	2	3	4	5	6	7	8	9
ACCT.#	PURPOSE OF APPROPRIATIONS (RSA 32:3, V)	Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	COMMISSIONER'S APPROPRIATIONS (RECOMMENDED) Ensuing Fiscal Year	COMMISSIONER'S APPROPRIATIONS (NOT RECOMMENDED) Ensuing Fiscal Year	BUDGET COMMITTEE'S APPROPRIATIONS (RECOMMENDED) Ensuing Fiscal Year	BUDGET COMMITTEE'S APPROPRIATIONS (NOT RECOMMENDED) Ensuing Fiscal Year
	<b>SUBTOTAL 3 RECOMMENDED</b>		<b>XXXXXXX</b>	<b>XXXXXXX</b>	<b>XXXXXXX</b>	<b>XXXXXXX</b>	<b>XXXXXXX</b>	<b>XXXXXXX</b>

1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR. ART.#	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
<b>TAXES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3190	Interest & Penalties on Delinquent Taxes				
3311-3319	FROM FEDERAL GOVERNMENT				
<b>FROM STATE</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3351	Shared Revenues		3376	3376	3376
3354	Water Pollution Grant				
3359	Other (Including Railroad Tax)				
3379	FROM OTHER GOVERNMENTS				
<b>CHARGES FOR SERVICES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3401	Income from Departments				
3402	Water Supply System Charges		431500	431127	457624
3403	Sewer User Charges				
3404	Garbage - Refuse Charges				
3409	Other Charges		2500	1080	2000
<b>MISCELLANEOUS REVENUES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3501	Sale of Village District Property				
3502	Interest on Investments				
3503-3509	Other		7050	8289	7000
<b>INTERFUND OPERATING TRANSFERS IN</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3912	From Special Revenue Funds		25900	25900	101941
3913	From Capital Projects Funds				
3914	From Proprietary Funds				
3915	From Capital Reserve Funds				
3916	From Trust & Agency Funds				
<b>OTHER FINANCING SOURCES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3934	Proc. from Long Term Bonds & Notes				
Amts VOTED From F/B ("Surplus")					
Fund Balance ("Surplus") to Reduce Taxes					
<b>TOTAL ESTIMATED REVENUE &amp; CREDITS</b>			470400	469772	571941

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

	PRIOR YEAR	COMMISSIONERS	BUDGET COMMITTEE
SUBTOTAL 1 Recommended (from page 4)	444500	444500	470000
SUBTOTAL 2 Special warrant articles Recommended (from page 5)	25900	25900	101941
SUBTOTAL 3 "Individual" warrant articles Recommended (from page 5)			
TOTAL Appropriations Recommended	470400	470400	571941
Less: Amount of Estimated Revenues & Credits (from above)	470400	470400	571941
Estimated Amount of Taxes to be Raised	0	0	0

Maximum Allowable Increase to Budget Committee's Recommended Budget per RSA 32:18: \_\_\_\_\_  
 (See Supplemental Schedule With 10% Calculation)

## INSTRUCTIONS FOR FORM MS-37 BUDGET FORM FOR VILLAGE DISTRICTS-MBA

This form is intended for those governmental units which have adopted the title "Village District" in accordance with RSA 52 and also for "Precincts" which have adopted the provisions of RSA 52 and the provision of RSA 32:14 to 32:24. Prepare this budget on a "gross" basis showing all revenues and appropriations. At least one public hearing must be held on this budget.

<b>Pages 2 - 4 Appropriations</b>	The "Warr. Art. #," column 3, is for the related warrant article numbers for the ensuing year's budget. In column 4, put last year's appropriations as voted and approved by the DRA. In column 5, enter last year's actual expenditures. List in column 6 & 7 under the appropriate headings, the commissioner's recommended and not recommended appropriations and the budget committee's budget, both recommended and not recommended in columns 8 and 9.
<b>RSA 32 requires all appropriations be posted.</b>	RSA 32:5 requires all appropriations be listed on the posted form in the appropriate recommended or not recommended area. This means the operating budget and all special and individual warrant articles must be posted.
<b>Page 5 Special Warrant Articles</b>	Special warrant articles are defined in RSA 32:3, VI, as: 1) petitioned warrant articles; 2) an article whose appropriation is raised by bonds or notes; 3) an article which calls for an appropriation to a separate fund created pursuant to law, such as capital reserve funds or trust funds; and 4) any article designated on the warrant as a nonlapsing or nontransferable article.
<b>Page 5 Individual Warrant Articles</b>	"Individual" warrant articles are not necessarily the same as "special warrant articles". Examples of individual warrant articles could be ratification of negotiated cost items for labor agreements, leases, or items of a one time nature.
<b>Page 6 Revenues</b>	Insert last year's estimated and actual revenue in column 4 and 5. Enter this year's estimate of revenue in column 6. The "Warr. Art. #", column 3, is for the related warrant article, if any. Be sure to complete the "Budget Summary" section and your maximum allowable increase under RSA 32:18.
<b>10% Limitations RSA 32:18</b>	Three versions of an optional supplemental schedule for calculating the 10% limitation have been enclosed for you and your voters' convenience. Use the version which best suits your purpose and presentation.
<b>Posting &amp; Report Distribution</b>	The budget committee is responsible for the preparation of the budget and delivery to the commissioners for posting. You must hold a public hearing. Within 20 days after the meeting, send a signed copy to the Commissioner of Revenue Administration at the address below.

This form can be downloaded from our website: [www.state.nh.us/revenue](http://www.state.nh.us/revenue)

NH DEPARTMENT OF REVENUE ADMINISTRATION  
COMMUNITY SERVICES DIVISION  
MUNICIPAL FINANCE BUREAU  
P.O. BOX 487, CONCORD, NH 03302-0487  
(603)271-3397

# CENTRAL HOOKSETT WATER PRECINCT BUDGET

	2002 Appropriation	2002 Expenditures Thru 12/31/02	2002 Reimbursed	Remaining Balance	CHWP 2003 Preliminary Estimated Budget	2003 Budget Committee
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4332 - Payroll Paid	95,400.00	91,132.34		4,267.66	96,950.00	
4332 - Office	8,000.00	5,563.20		2,436.80	8,000.00	
4332 - Utilities/Power Purchased	18,000.00	16,282.48		1,717.52	18,000.00	
4331 - Audit Expense	3,200.00	2,665.00		535.00	2,700.00	
4331 - Commissioner's Expense	1,500.00	1,109.00		391.00	1,500.00	
4332 - Cont. Purchase of Water	118,000.00	130,580.40		-12,580.40	135,000.00	
4332 - Engineering Fees	1,000.00	937.50	937.50	1,000.00	2,000.00	
4332 - Insurance	34,500.00	47,071.44	2,209.68	-10,361.76	42,000.00	
4332 - Maintenance of Mains	2,000.00	1,915.76		84.24	2,000.00	
4332 - Taxes Paid	7,700.00	7,118.51		581.49	7,800.00	
4332 - Mains	500.00			500.00	500.00	
4332 - General Expense	2,500.00	2,850.80		-350.80	3,000.00	
4332 - Maintenance of Hydrants	800.00	1,305.21		-505.21	2,000.00	
4332 - Legal	10,000.00	10,000.00		0.00	10,000.00	
4332 - Office Equipment	2,200.00	2,194.60		5.40	2,200.00	
4331 - Officer's Fees	5,400.00	4,920.00		480.00	5,400.00	
4332 - Maintenance of Pump Sta.	14,400.00	10,609.65		3,790.35	14,400.00	
4332 - Maintenance of Services	3,500.00	3,679.89		-179.89	4,000.00	
4332 - Maintenance of Standpipe	1,500.00	328.49		1,171.51	2,000.00	
4332 - Storage	100.00			100.00	100.00	
4332 - Truck	16,100.00	16,922.71		-822.71	9,200.00	
4332 - Maintenance of Meters	100.00	25.06		74.94	100.00	
4332 - Meter Purchases	3,600.00	4,907.54	432.02	-875.52	5,000.00	
4332 - Building & Grounds	1,200.00	2,239.01	1,500.00	460.99	2,500.00	
4332 - Pump Station Equipment	500.00			500.00	500.00	
4332 - New Services	500.00			500.00	500.00	
4332 - Water Rent Reimbursement	200.00			200.00	200.00	
4332 - Water Testing	500.00	120.00		380.00	500.00	
4332 - Hydrants	1,500.00			1,500.00	3,000.00	
4332 - Construction Inspection	500.00			500.00	500.00	
4332 - Retirement	4,000.00	3,754.38		245.62	4,900.00	
4711 - Bond Payment Principal	50,000.00	50,000.00		0.00	50,000.00	
4721 - Bond Payment Interest	35,600.00	35,503.76		96.24	33,550.00	
Total Appropriations	444,500.00	453,736.73	5,079.20	-4,157.53	470,000.00	

Source Development	25,500.00	25,500.00				
Trust Funds	400.00	400.00				

Total	470,400.00	479,636.73			470,000.00	
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# COMMUNITY ACTION PROGRAM

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COMMUNITY ACTION PROGRAM  
BELKNAP-MERRIMACK COUNTIES, INC.

**2003 SUNCOOK AREA CENTER  
PROJECTED OPERATING BUDGET**

PERSONNEL:

Area Center Director	\$ 26,930
Outreach Worker	21,350
Part-Time Substitute Office Clerk	1,500
Payroll Taxes/Fringe Benefits	<u>16,034</u>
	\$ 65,814

OTHER COSTS:

Program Travel 10,500 miles x .32	3,360
Rent/Heating Costs	10,800
Electricity	1,300
Telephone	2,475
Postage	450
Office/Copier/Computer/Supplies	900
Advertising	200
Staff Development/Training	100
Publications	125
Liability/Contents/Bond Insurance	<u>350</u>
	<u>20,060</u>

TOTAL BUDGET: \$ 85,874

Federal Share:	42%	-	\$ 36,835
All Town Share:	<u>58%</u>	-	<u>49,039</u>
Total:	100%	-	\$ 85,874

**SUMMARY OF SERVICES 2002  
PROVIDED TO  
HOOKSETT RESIDENTS  
BY THE SUNCOOK AREA CENTER  
COMMUNITY ACTION PROGRAM  
BELKNAP-MERRIMACK COUNTIES, INC.**

SERVICE DESCRIPTION	UNITS OF SERVICE	HOUSEHOLDS/PERSONS	VALUE
<b>COMMODITY SUPPLEMENTAL FOOD PROGRAM</b> is a nutrition program that offers participants free nutritious foods to supplement their daily diet. The program serves children under six years of age, women during pregnancy and up to 12 months after the birth of their baby. Value \$25.00 per unit. *(An Individual may not be enrolled in both the WIC Program and CSFP but a family may have members on both programs.)			
	PACKAGES-671	PERSONS-56	\$ 16,775.00
<b>CONGREGATE MEALS-</b> All elders are welcome to our congregate meal sites/ Senior Centers for nutritious hot meals, social/recreational activities and special events. Value \$6.98 per meal.			
	MEALS-205	PERSONS-61	\$ 1,430.80
<b>EMERGENCY FOOD PANTRIES</b> provide up to five days of food for people facing temporary food crisis. Value \$3.00 per meal.			
	MEALS-8430	PERSONS-349	\$ 25,200.00
<b>FUEL ASSISTANCE</b> is available to income eligible households to help with energy costs during the prime heating season. Priority is given to the elderly and disabled. The average benefit for the 2001-02 program was \$607.00.			
	APPLICATIONS-159	PERSONS-354	\$103,565.18
<b>MEALS-ON-WHEELS</b> provides the delivery of nutritionally balanced hot meals to homebound elderly or adult residents five days per week. Value \$6.99 per meal			
	MEALS-10,421	PERSONS-70	\$ 72,842.79
<b>NEIGHBOR HELPING NEIGHBOR</b> provides emergency energy assistance up to \$300 for those not eligible for fuel assistance.			
	GRANTS-9	PERSONS-N/A	\$ 1,153.88
<b>SENIOR COMPANION PROGRAM</b> provides friendly visiting and respite services for homebound elderly. Income eligible seniors (60+) serve as companions. Value to companions includes mileage, weekly stipend (\$6.57 per hour). Value to visitees is comparable to similar private sector services(\$6.57 per hour).			
	HOURS-1843	COMPANIONS-2	\$ 12,108.51
	HOURS-1132	VISITEES-9	\$ 7,437.24
<b>WOMEN, INFANTS AND CHILDREN</b> provides specific food to supplement daily diet of pregnant or nursing women as well as children under five. Participants receive medical/nutritional screening, counseling and education. Value includes value of vouchers and clinical services at \$45.00 per unit.			
	VOUCHERS-933	PERSONS-78	\$ 41,985.00



SERVICE DESCRIPTION	UNITS OF SERVICE	HOUSEHOLDS/PERSONS	VALUE
<b>HEAD START</b> is a child development program serving children before they enter public school. Classroom and in-home learning services are provided for both children and their families. Value \$7138 per child.	CHILDREN-1		\$7,138.00
<b>WEATHERIZATION</b> improves the energy efficiency of income eligible households. Supplemental program also includes furnace replacement, water heater replacement and roof repair. Value includes average material and labor.	HOMES-3	PERSONS-9	\$ 9,450.00
<b>HOME</b> makes loans available to qualified income eligible homeowners to help them improve their homes as well as their communities. HOME loans are used for substantial rehabilitation.	HOMES-1	PERSONS-4	\$17,429.00
<b>USDA COMMODITY SURPLUS</b> foods are now distributed directly to local food pantries and kitchens on a quarterly basis. These pantries and soup kitchens service all in need, not just town residents.	CASES-768		\$ 10,721.19
<b>GRAND TOTAL</b>			<b>\$327,326.89</b>

**INFORMATION AND REFERRAL**—CAP provides utility, landlord/tenant, legal and health counseling as well as referrals for housing, transportation and other life concerns. These support/advocacy services are not tracked.

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# CONSERVATION COMMISSION

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June 30, 2003, marks the end of another busy year for the Hooksett Conservation Commission. This year included the typical work of mandated responsibilities. Many plans with wetland impacts were reviewed and recommendations were made to the New Hampshire Wetlands Bureau, the Hooksett Planning Board, and the Hooksett Zoning Board of Adjustments. The Commission also conducted site walks and continued to provide conservation information to residents.

This year was the ninth successful year for the continuing tradition of the HCC, to sponsor Hooksett students to a week at the Barry Conservation Camp in Berlin, NH, a NH 4-H Camp. The Commission would like to thank the teachers at the Hooksett Memorial School for their continued support with this program, especially Lori Chauvette who again did a fantastic job at coordinating this great opportunity.

The Commission continues to assist the citizens of Hooksett with projects, while helping to minimize the impacts to the town's natural resources. Major issues this year included ongoing review of environmental studies on the Head's Pond area, beginning awareness of current use percentages, assisting in development of the Open Space Section of the draft Master Plan, and seeking planning assistance to implement the recommendations of the Open Space Section. More specifically, the Commission petitioned the Town Council to support its efforts to bolster land protection efforts by increasing the percentage of the land use change tax allocated to the Conservation Fund. The Commission also spearheaded an effort, supported by the Town Council and Planning Board, to receive Open Space planning assistance from the Southern NH Planning Commission. As of the date of this report, the results of that effort have yet to be determined.

This year the Commission welcomed the appointment of Cindy Robertson as a new alternate member. It is with regret that the Commission must say good-bye to Vice Chair Paul Kenney. His experience, vast knowledge and willingness to serve the community were an asset to the Commission and to the Town of Hooksett.

The Hooksett Conservation Commission meets the first Wednesday of the month at 7:00 p.m. in the Municipal Building. We encourage all residents to provide input on conservation related matters. Residents interested in becoming members or interested in participating in a specific project are urged to contact the Conservation Commission. All of us extend our deepest thank you to the community for your continued support and interest.

Respectfully submitted,  
Tim Johnson, Chair  
Paul Kenney, Vice-Chairman  
Steve Couture  
Marcel LaBonville, Jr.  
Chris Lally  
Cindy Robertson, Alternate  
Raymond Guay, Planning Board Representative  
Pat Rueppel, Town Council Representative

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# FAMILY SERVICES DEPARTMENT

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## YOUTH SERVICES

The Family Services Department offers various intervention and prevention services to Hooksett youth who are in danger of becoming or have become involved with the juvenile justice system.

### **Intervention Services**

The Family Services Department collaborates with the Hooksett Police Department and the Hooksett Prosecutor to offer court diversion services to first time juvenile offenders. Family Services also provides assistance to families experiencing various difficulties by providing intervention through behavior contracts, follow-up support, and referral services. Approximately 45 Hooksett families were assisted this past year.

### **Prevention Programs**

#### *Connections Program*

For the past four years, the Department of Family Services, in partnership with the Hooksett School District, offers the Connections program for at-risk youth. The main goal of Connections is to provide participants with opportunities to take part in constructive group activities that build and strengthen support systems by helping kids establish connections to positive adults, peers, and the community. Throughout this past year, the program has served approximately 16 youths and their families.

#### *Alternative to Out of School Suspension Program*

Since 1999, the Department of Family Services and the Hooksett School District have offered the Hooksett Out of School Suspension Program for middle and high school students. This program is both an accountability and prevention program designed to give students an opportunity to make up work and participate in activities aimed at motivating them to return to the school setting. It is located at the Hooksett Public Library. This past year, over 60 students participated in the program.

## GENERAL ASSISTANCE

The Department of Family Services administers General Assistance to families in need under RSA 165. In this capacity, the Family Services Department has provided for basic needs such as shelter, food, fuel, and medication. The General Assistance program is designed to provide short-term, emergency assistance until recipients become employed, or receive long-term assistance from the state or federal government. All recipients of General Assistance agree to reimburse the Town when they return to an income status that allows them to do so.

In the past year, 186 applications for General Assistance were processed, and 160 of these applicants were found to be eligible for some type of assistance. The majority of the applicants also utilized other Hooksett programs such as the Hooksett Food Pantry, the Hooksett Clothing Shed, the Salvation Army, and other programs and services offered through the Hooksett-ites Happy Helpers, the Hooksett Emergency Relief Committee, the Prayer Hall, the Kiwanis Club, and the Lions Club. Hooksett is fortunate to have organizations such as these that help to meet a wide variety of needs while saving taxpayer dollars.

Fuel Assistance and Neighbor Helping Neighbor programs are also available to Hooksett families in need of assistance. The Community Action Program (CAP) in Suncook administers these programs. In addition to fuel assistance, CAP also assisted Hooksett residents with a variety of food programs such as Commodity Foods, WIC, and Meals-On-Wheels. The New Hampshire Housing Finance Authority provided housing assistance through the Section 8 housing program.

In addition to providing General Assistance, each holiday season the Family Services Department in cooperation with the Hooksett schools provide holiday baskets and gifts for families and children in Hooksett. This program is possible through the help and generosity of many Hooksett organizations and businesses. This past year, a total of 74 Hooksett families, including over 180 children were served.

A breakdown of General Assistance expenditures for July 2002- June 2003 follows:

<b>Shelter</b>	<b>\$64,325.79</b>
<b>Food</b>	<b>\$10,383.90</b>
<b>Medical</b>	<b>\$3,735.64</b>
<b>Utilities</b>	<b>\$5,698.57</b>
<b>Misc.</b>	<b>\$2,210.45</b>
<b>Total</b>	<b>\$86,354.35</b>

Regular office hours are Monday through Friday 8:00am-4:30pm. Applications for General Assistance are taken by appointment. Please feel free to contact us at 485-8769 if you would like more information regarding the services offered by this department.

Respectfully Submitted,  
Joy Buzzell and LeeAnn Moynihan  
Family Services Department

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# FIRE-RESCUE DEPARTMENT

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## CHIEF OF FIRE RESCUE

### ANNUAL REPORT

This report covers the period July 1, 2002 to June 30, 2003 for Fiscal year 2003. The Town of Hooksett Fire-Rescue Department is a 33 member "combination" Fire Department, 29 full time and 4 paid on-call, providing Fire, Rescue, Emergency Medical Services, and public assistance services to the community.

The Fire-Rescue Department serves a community of 11,721 residents in a 36.3 square mile area from a Central Station located at the Safety Complex, and Station # 1 located in the Village. Both Stations are staffed on a 24-hour basis.

Hooksett Fire-Rescue personnel provide a wide variety of services including fire safety inspections, programs in the town schools, and a proactive approach to fire safety and EMS programs in the community. The Hooksett Fire-Rescue Department Mission Statement directs departmental policy with goals and objectives towards accomplishing that mission and is outlined further herein.

### MISSION STATEMENT

The Primary Mission of the Hooksett Fire-Rescue Department is to provide a Range of Programs designed to protect the Lives and Property of the inhabitants of the Town of Hooksett from the adverse effects of Fire, Sudden Medical Emergencies or Exposures to Dangerous Conditions created by either man or nature.

The Primary Goal of each program implemented by the Hooksett Fire-Rescue Department is to provide an Element of Services that contributes toward a Safe Working and Living Environment in the most Cost Effective and Efficient Manner possible.

The Fire-Rescue services includes fire suppression and prevention with a strong emphasis on proactive fire prevention programs addressing 1) Public Education; 2) The inspection of existing facilities within the community; 3) Fire cause determination, including arson investigation; along with rescue and advanced emergency medical services.

It is the specific intent of the Fire-Rescue Department to provide support elements: administration, personnel services, training, communications, apparatus and equipment, to optimize the effectiveness of Fire-Rescue Department personnel. Department members will be encouraged and assisted in achieving their potential for professional growth, development and advancement, to provide state of the art firefighting, rescue, emergency medical services and life safety activities and techniques.

The Divisions of Administration, Operations, Training, Fire Prevention, Mechanical-(Apparatus-Equipment-SCBA), Fire Alarm/Communication, and Station # 1 and Safety Center building maintenance remained very busy during this past fiscal year under the approved Default Budget.

On, behalf of the administration I apologize for the lack of a detail report in some of these above areas, however decisions had to be made on use of resources during the budget year and that resulted in our detailed monthly reports being not completed as one result of the administration decisions.

The department took delivery of a new Quint/Aerial Ladder that was placed in service in May 2003. This is the first Aerial for the town and is housed at Station 1 in the village. Anyone wishing to see the vehicle can stop by for a tour.

Two (2) members of the department left during the year, Firefighter Michael Johnson whom went to the City of Concord Fire Department and Deputy Chief John DeSilva whom went to become the first full-time Fire Chief for the Amherst Fire Department. We thank them for their services to the town and wish them well.



Photography by: Jo Ann Dufly

**Fire-Rescue Department**

Left to Right: Chief Michael Howard, LT. Sean O'Brien, LT. John Hill, FF Dan Silva, Capt. Dean Jore, FF Ian Tewksbury, Capt. Stephen Mandeville, LT. David Carrigan, FF. R. Stephen David, FF. Walter Knox, FF. Dan Pesula, FF. William Palmer, FF. Michael Surret, Deputy Chief Frank Fraitzl.

**OPERATIONS (FIRE-RESCUE-EMS-HAZ-MAT):**

The call volume for Fire-Rescue-EMS during calendar year 2002 continued to increase as it has in the past few years. This continued increase is believed to be a direct result of the continued strong growth and increase in new construction within the community.

Calls increased by 260 of which was a 13.7% increase over the previous year and for the past five years reflects an increase of 65.7%.



# FIRE PREVENTION/INVESTIGATION

Fire Prevention Division

FIRE PREVENTION / INVESTIGATION DIVISION:	Jan-02	Feb-02	Mar-02	Apr-02	May-02	Jun-02	Jul-02	Aug-02	Sep-02	Oct-02	Nov-02	Dec-02	Year To Date
<b>PERMITS ISSUED:</b>													
ASSEMBLY PERMITS ISSUED:													0
BLASTING / EXPLOSIVES PERMITS ISSUED:		16	8	63	16	95	126	173	208	52	32	5	794
FIRE ALARM SYSTEMS PERMITS ISSUED:			1		3	1	1	2	1	4	2	21	36
FIREWORKS PERMITS ISSUED:								1					1
GAS PERMITS ISSUED:	29	18	30	21	37	25	31	27	33	57	85	365	788
INCIDENT REPORTS REQUESTED:	4	2	1	4	2	1	1	2	1	1	2	2	22
OIL BURNER PERMITS ISSUED:	10	1	9	2	4	7	5	8	4	3	3	7	41
SPRINKLER SYSTEMS PERMITS ISSUED:		1	2	5	4	1	5	8	4	6	4	19	65
UNDERGROUND TANK PERMIT ISSUED:						1			1				2
BRUSH BURNING PERMITS ISSUED:	65	52	63	35	70	87	34		18	37	82	41	584
COMMERCIAL BURNING PERMITS ISSUED:	1	1	2	1									4
SEASONAL COOKING PERMITS ISSUED:	1		1		1	6							9
<b>TOTAL PERMITS ISSUED:</b>	<b>109</b>	<b>91</b>	<b>117</b>	<b>131</b>	<b>137</b>	<b>223</b>	<b>197</b>	<b>215</b>	<b>266</b>	<b>160</b>	<b>210</b>	<b>460</b>	<b>2316</b>
<b>INSPECTIONS:</b>													
CONSTRUCTION OCCUPANCY INSPECTIONS:	2	5	6	6	9	6	11	10	9	8	5	15	92
FIRE ALARM INSPECTIONS (ROUGH):	1	3	8	4	11	6	9	11			1		54
FIRE ALARM INSPECTIONS (FINAL):	1	1	1	1			3		4	7	5	14	37
SPRINKLER INSPECTIONS (ROUGH):									4				5
SPRINKLER INSPECTIONS (FINAL):					1	2		2	2	3	1	3	14
OIL BURNER INSPECTIONS (ROUGH):	1	3	2	1	2	1	1	2	3	2	3	7	28
OIL BURNER INSPECTIONS (FINAL):	3	7	9	6	11	4	8	7	8	9	17	16	105
GAS INSTALLATION INSPECTIONS (ROUGH):	1	6	6	9	12	6	9	9	10	9	10	19	106
GAS INSTALLATION INSPECTIONS (FINAL):									1	2		1	4
GENERAL INSPECTIONS:											1		1
COMMERCIAL OCCUPANCIES INSPECTIONS:											1		1
RESIDENTIAL OCCUPANCIES INSPECTIONS:													0
ANNUAL ASSEMBLY PERMIT INSPECTIONS:									1				1
HEALTH INSPECTIONS:													0
CHILD CARE LICENSE INSPECTIONS:													0
HUMAN SERVICES INSPECTIONS:													0
FOSTER CARE INSPECTIONS:													0
BLAST STANDBY INSPECTIONS:										40	4		381
CHIMNEY INSTALLATION INSPECTIONS:													0
FUEL TANK REMOVAL INSPECTIONS:		13	24	9	63	86	47	51	44	40			0
ALARM SYSTEM TROUBLE FOLLOW UP:		2											2
SPRINKLER SYSTEM TROUBLE FOLLOW UP:		3											3
<b>TOTAL INSPECTIONS:</b>	<b>9</b>	<b>43</b>	<b>56</b>	<b>36</b>	<b>109</b>	<b>111</b>	<b>88</b>	<b>92</b>	<b>88</b>	<b>81</b>	<b>43</b>	<b>80</b>	<b>834</b>
<b>ENGINE COMPANY INSPECTIONS:</b>													
ENGINE 2:									14	7			21
ENGINE 1:									13	7			20
CISTERN INSPECTIONS:	3	2	3	0	4	6	2		5	3	3		31
<b>TOTAL ENGINE COMPANY INSPECTIONS:</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>4</b>	<b>6</b>	<b>2</b>	<b>0</b>	<b>32</b>	<b>17</b>	<b>3</b>	<b>0</b>	<b>72</b>
<b>FIRE SAFETY</b>													
PUBLIC EDUCATION PROGRAMS:										22	5		27
FIRE DRILLS:			3	1	2	1	1	1	1	6			16
<b>TOTAL FIRE SAFETY:</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>28</b>	<b>5</b>	<b>0</b>	<b>43</b>
<b>OTHER MEETING</b>													
TRAINING SESSIONS (Hours):	3	31	34	6	42	42	3		6	50	8	8	283
BACK GROUND INVESTIGATION:			2										2
FIRE INVESTIGATION:	1			1	1	1	1		1	2	2	2	12
JUVENILE FIRE SETTERS INVESTIGATIONS:													0
TECHNICAL REVIEW COMMITTEE MEETINGS:	1		1	1	1	1	1		2	2		1	8
ATTENDANCE AT PLANNING BOARD MEETING:			1	1	2	2	2	1	2	4	2	2	18
ATTENDANCE AT COUNCIL MEETINGS:									1	2	2	3	9
OTHER MEETINGS:	4	4	1	9	3	8	6	8	11	9	6	3	68
PLANS REVIEW:	1	1	1	1	1	1	1	2	1	5	3	8	23
PHONE CALLS / CODE QUESTIONS:	22	35	102	102	102	135	163	108	104	82	146	80	1079
<b>TOTAL OTHER MEETINGS ATTENDED:</b>	<b>3</b>	<b>60</b>	<b>73</b>	<b>120</b>	<b>152</b>	<b>189</b>	<b>177</b>	<b>120</b>	<b>128</b>	<b>156</b>	<b>189</b>	<b>107</b>	<b>1452</b>



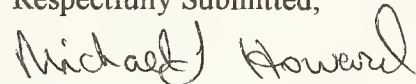
**SUMMARY:**

The citizens of Hooksett are fortunate to have an excellent Fire-Rescue Department of men and women that are all professionals, have an excellent work ethic and demonstrate a positive image to maintain the respect they deserve and have worked so hard on over the years.

I see our Fire-Rescue Department and our Town changing and enjoying an excellent future and I am proud to be your Fire Chief to lead the men and women who will provide you protection in your time of need. The Fire-Rescue-EMS services continue to face many challenges daily and we all will continue our dedication to protect the lives and property within our community.

My sincere thanks are also extended to the members of the Town Council, Former Town Administrator Michael F. Farrell, Assistant Town Administrator Liz Dinwoodie, Former Deputy Fire Chief John DeSilva, Deputy Fire Chief Frank Fraitzl, Captain Gary Lambert, Captain Dean Jore, Administrative Assistant Sue LaBonville, Secretary Roberta Shepherd and all other Town Department Heads, employees and citizens for their support during this past year. I would also like to thank the surrounding communities, emergency response system and finally the countless number of other individuals and agencies that have contributed their time, effort and donations toward the cause of responding to those that seek assistance in the time of need.

Respectfully Submitted;



Michael J. Howard  
Chief of Department

## Report of Forest Fire Warden and State Forest Ranger

Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests and Lands cooperate and coordinate to reduce the risk of wildland fires in New Hampshire. To help us assist you, contact your local Forest Fire Warden or Fire Department to find out if a permit is required before doing ALL outside burning. Fire permits are mandatory for all outside burning unless the ground where the burning is to be done (and surrounding areas) is completely covered with snow. Violations of RSA 227-L:17, the fire permit law and the other burning laws of the State of New Hampshire are misdemeanors punishable by fines up to \$2,000 and/or a year in jail, plus suppression cost.

A new law effective January 1, 2003 prohibits residential trash burning (RSA 125-N). Contact New Hampshire Department of Environmental Services at (800) 498-6868 or [www.des.state.nh.us](http://www.des.state.nh.us) for more information

Help us to protect you and our forest resources. Most New Hampshire wildfires are human caused. Homeowners can help protect their homes by maintaining adequate green space around the house and make sure that the house number is correct and visible. Contact your fire department or the New Hampshire Division of Forests and Lands at [www.nhdf.org](http://www.nhdf.org) or 271-2217 for wildland fire safety information.

### ONLY YOU CAN PREVENT WILDLAND FIRES

#### 2002 FIRE STATISTICS

(All fires Reported thru November 10, 2002)

#### TOTALS BY COUNTY

	<u># of Fires</u>	<u>Acres</u>
Belknap	52	13.5
Carroll	80	10.5
Cheshire	39	17
Coos	3	2.5
Grafton	53	21
Hillsborough	108	54.5
Merrimack	94	13.5
Rockingham	60	25.5
Strafford	31	23
Sullivan	20	6

#### CAUSES OF FIRES REPORTED

Arson/Suspicious	43
Campfire	31
Children	32
Smoking	32
Rekindle of Permit	3
Illegal	7
Lightning	36
Misc *	356

(\*Misc: powerlines, fireworks, railroad, ashes, debris, structures, equipment.)

	<u>Total Fires</u>	<u>Total Acres</u>
2002	540	187
2001	942	428
2000	516	149

**SOUTHEASTERN N.H. HAZARDOUS MATERIALS  
MUTUAL AID DISTRICT**



The Southeastern New Hampshire Hazardous Materials Mutual Aid District is organized as a regional solution to the hazardous materials response problem. The purpose of the District is to prepare our communities, regionally, for responses to hazardous materials incidents, both with training and equipment. The 15 communities that comprise the district are: Auburn, Atkinson, Chester, Danville, Derry, East Derry, Hampstead, Hooksett, Litchfield, Londonderry, Pelham, Plaistow, Sandown, Salem, and

Windham. We are pleased this year to welcome the Town of Sandown as a new member.

The District is managed by an Operations Committee, consisting of a Chief Officer from each member community, who carry out the day-to-day business of the organization; and a Board of Directors, consisting of an elected or appointed member of municipal government in each member community, who provide oversight and fiscal management. The District provides the highest level of response available for Hazmat, Level "A".

District resources include two response trailers; equipped with generators, oil spill and decontamination equipment, chemical reference material, protective suits, communications equipment, and a response truck and trailer equipped for the team. The District trailers and truck are strategically located to respond to any community requesting them. An EMS Mass Casualty trailer is located in Londonderry, available for response to medical incidents with a large number of patients. A new addition this year is a decontamination trailer supplied to the team by the State of New Hampshire, Office of Emergency Management.. This trailer is equipped to decontaminate a large number of people affected by a HAZMAT or weapons of mass destruction incident.

The State has also supplied the team with a chemical agent monitor, the same type used by the 1<sup>st</sup> Army Civil Support Team. In June, the District participated in a joint raining exercise with State, Local, and Federal agencies to test interagency operability, a key factor in all responders working and communication together.

The team also trained member departments in weapons of mass destruction response, and decontamination. With the training and equipment the District possesses, the team has the ability to detect and field test for chemical and biological agents.

The team is also trained in confined space rescue for HAZMAT incidents and has purchased the equipment necessary for this vital role.

The District this year has received a State of New Hampshire Emergency response Committee Grant of \$11,843.75, and a Weapons of Mass Destruction Grant of \$16,000.00.

Your Fire Department and local officials continue to make progress in providing the most cost effective manner of responding to hazardous materials incidents.

Respectfully Submitted,

For the Board of Directors

Paul Hopfgarten  
Councilor, Town of Derry  
Chair, Board of Directors

For the Operations Committee

Chief Alan J. Sypek  
Londonderry Fire Department  
Chair, Operations Committee

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# HIGHWAY DEPARTMENT

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This past winter season we had a total of 19 treatable storms accumulating over 50 inches of snow. Our winter maintenance line was extremely over budget due to such a rough winter. We purchased one new 6-wheel dump truck, which was a warrant article. We made no other purchases because of the default budget.

We work closely with all the town departments, especially the Transfer Station and the Parks & Recreation. Any questions regarding rubbish collection should be directed to the Transfer Station at 669-5198 it is now under their direction.

Our Department and crew continue to be very busy with road maintenance. We continue to patch potholes, replace culvert pipes, rebuild catch basins, cut roadside brush and do all other road improvements and repairs as needed.

We paved 6700 ft of Hackett Hill, there will be more paving done on Hackett Hill this upcoming year. We also paved Chester Turnpike, Edgewater Drive and half of Kimball Drive the other half will be paved next year.

Fleet maintenance is provided by the Highway Department. Fleet maintenance continues to be busy on a daily basis.

Our department looks forward to serving you the residents to the best of our capability. We like to hear comments, whether they are negative or positive. Our office is open Monday thru Friday 7:00am to 3:30 pm. Please feel free to call or visit.

Respectfully Submitted,

Dale Hemeon  
Highway Manager



Photography by: Jo Ann Duffy

Highway Department

L to R: Ron Descheneau, Keith Plourde, John Soulia, Bob Burbank, Carl Currier, Paul Dabrowski,  
Mike Bernard, Tricia Visbeck, Dale Hemeon, Geane Serafin, Josh Lacroix

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# HOOKSETT HISTORICAL SOCIETY

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The Hooksett Historical Society had another year of continued growth and becoming involved in town events. Some of the events that transpired here in town were:

We wish to thank the citizens of Hooksett for allocating funds that helped us purchase a laptop computer for cataloging items such as pictures, objects, records and rosters. We will have the ability to record oral histories on DVD's for educational purposes.

Robie's Country Store Historic Preservation Corp. has found two proprietors named Steve Christou & Dan Mitton which now have the store open 7 days a week. We wish them success.

Governor Head Mansion tour given by its owner, Ms. Diane Hutchinson, with the planning of our own Society member Peter Farwell. Many thanks to Peter in this project.

Walter Stiles donated a great piece of carpet from the China Dragon. This landmark was destroyed in January 1988. The 2 great lion heads now adorn the Arah Prescott Library.

Ms. Margaret Brodner donated some great pictures of the Flood of 1936.

Historical Society member Robert Schroeder was named Hooksett's Citizen of the Year. Robert brings a myriad of endeavors here in town to fruition. Congratulations Robert – We are proud of you and your wife Carolyn.

The Society's annual outing was a tour of the Manchester Sand & Gravel properties given by David Campbell. Photos and a video were taken to record the present, as it someday will be compared to the new developments projected to be built on those sites. This will be part of our "now and then" project.

Society members were involved in various projects in the Town of Hooksett such as:  
Heritage Trail Committee  
Naming of the New Middle School. Finally named the David Cawley Middle School.  
Village School Re-use Committee/survey (A landmark of the Town).  
Hooksett's Master Plan meetings on Recreation and Housing issues.  
Middle School students' Time Capsule Committee.

Meeting topics this year were:

"You may remember this" – short clip events in New Hampshire from 1954-1973.

"17<sup>th</sup> Century NH Women in the News" by Ms Helen Evans.

"Woman in WW II – Salvaging the Timber Industry" by Ms. Sarah Smith.

Bob Killham of Deerfield, NH, played 19th Century music at our 2nd Annual BBQ.

The Hooksett Historical Society's purpose is to discover, collect, and preserve historical materials of Hooksett, to publish and distribute historical information through media and meetings and to preserve historical buildings, monuments, and markers.

We meet March, April, May and September on the fourth (4<sup>th</sup>) Thursday of those months at 6:30PM at the Arah Prescott Library located on Main St. just south of the Town Hall. June & October special meetings are held and times/locations are determined at our previously held meeting.

The public is encouraged to attend and/or become involved in preserving Hooksett's history. Also check us out at a [www.hooksett.lib.nh.us](http://www.hooksett.lib.nh.us); the picture link is "Pictures of Historical Hooksett"

Respectively submitted,

David Paquette  
President

Tina Paquette  
Vice-President

Edie Clarey  
Secretary

Kathie Northrup  
Treasurer



### **The Old Man of the Mountains 1805-2003**

- 1805 - Discovered by Reverend Guy Roberts of Whitefield, NH
- 1916 - First turnbuckles were installed by Edward Geddes of Quincy, MA
- 1945 - The Old Man of the Mountains became the Official Emblem of the State of NH.
- 1958 - Four more turnbuckles installed.
- 1960 - Annual inspections of the Old Man began, lead by Dolph Bowles of the NH Highway Department
- 1960 - Niels Nelson became the Official Caretaker of the Old Man;
- 2002 – July 22 was the last inspection
- 2003 - May 3. The Old Man falls

It sat 1,200' above Profile Lake, which eventually flows into the Merrimack River along its journey to the Atlantic Ocean. The face was formed of five slabs of Conway granite balanced on top of each other; from chin to forehead, the Profile measured about 40 feet and was 25 feet wide.

It is believed, but not proven yet, that throughout the many years, rain & snow, blown through the Franconia Notch from the southerly winds, was driven into many cracks between and within the five slabs. Moreover they blew into a cavern located behind the chin not seen by the north, it was 4 feet wide and ran almost the entire width of the Old Mans face, this meant that 80% of the chin hung out over the cliff, whereas only 2 feet was only anchored to the cliff. For centuries the Old Man balanced that way.

One property of water is that it expands when it freezes, and water freezing in a crack in a rock will act as a wedge when it expands, making such cracks larger, eventually splitting the rock. Rocks are comprised of minerals, many which react with water. Reactions such as these can weaken the rock from within, eventually breaking it down. Conway granite is loaded with the mineral potash feldspar, which is particularly reactive with water. This chemical & physical damage eventually wore away enough rock just behind the chin that the center of gravity of that block moved slightly forward, past the cliff face.

It is believed that the chin (remember only 2 feet was embedded deep within) tumbled down the cliff, which was the support for the upper lip, nose and forehead slabs. The weight of those slabs, combined with the chemical water damage that they had sustained though the years, caused them to break and topple soon after the chin.

It is part of Henry Wadsworth Longfellow's famous poem "Hiawatha", Nathaniel Hawthorne's essay "The Great Stone Face", (Hawthorne came to rest in the NH Mountains in 1864 on a trip with his friend Franklin Pierce who suggested that he go there for his health). Others such as Mary Baker Eddy, Henry David Thoreau, poet John Greenleaf Whittier, Daniel Webster and Robert Frost all were inspired by this mighty visage. The Old Man has become an icon that is on our coins, license plates, state agencies logos and many road signs. The Old Man has fallen, but what and whom he stood for will not be forgotten anytime soon.

Submitted by David Paquette  
President; Hooksett Historical Society

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# HOOKSETT-ITES

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The Hooksett Senior Citizen Group, the Hooksett-ites, wishes to express their thanks to the citizens of Hooksett for the funds allocated to the group. The Hooksett-ites are known throughout New Hampshire as one of the most active senior groups in the State. Each week Hooksett-ites member, Mary Green, secures speakers to bring the members up-to-date on subjects of current interest to seniors because the speakers know that there will be a good attendance to hear their presentation. Attendance at every Friday morning meeting at the Town Library averages between 65 and 75 seniors.

Programs presented during the 2002-2003 years include the Hooksett Memorial School Band, talks by attorneys on subjects such as the making of wills, the creation of trusts to assist in settling estates, the problems of combating the facts about Alzheimer's Disease, discussions about the pros and cons of hearing aids, the mysteries of the eye and how cataracts are treated and the ways that high cholesterol and stress can be avoided.

There were four dinners held: One each on Valentine's Day, St. Patrick's Day, the Anniversary of the founding of the Hooksett-ites and the Installation of Officers. We had an Easter Hat Parade, a Halloween Party and entertained the children from Underhill School, or rather, they entertained us!

The contract that the Hooksett-ites has with the Town of Hooksett establishes that they will provide a meeting place for seniors, sponsor a party to which every Hooksett Senior 80 years of age or over will be invited, sponsor a Christmas Party for the members, remember shut-ins with plants, flowers and cards and sponsor two picnics for the members at Bear Brook State Park. All of these occasions are financed each year.

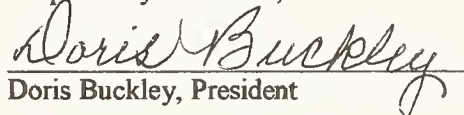
Allocation of the funds received in July, 2002 for the contracted items was as follows:

Golden Age Luncheon	\$1,252.00 )	
Christmas Party	995.00 )	Total \$3,228.00
Sunshine (Fruits and Flowers)	201.00 )	
Bear Brook Picnics	780.00 )	

The Hooksett-ites are fortunate to have members who contribute above and beyond the normal participation and who excite other members to join them in their endeavors. You have heard of the Happy Helpers, a group of Hooksett-ites' volunteers who organize and help operate the "Barn", a part of the old town garage where remodeling converted the building into a courthouse. The proceeds from this excess used clothing operation have contributed greatly to the betterment of individuals in Hooksett.

It is the goal of the Hooksett-ites to make the lives of all seniors in Hooksett a better place in which to live. To this end, the group holds meetings at the Hooksett Town Library every Friday at 10:00 a.m. Every senior over 55 is invited to attend and to participate in the various activities. Membership is achieved by attending four (4) meetings, not necessarily consecutive. We hope to see you there!

Respectfully submitted,

  
Doris Buckley, President

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# HOOKSETT PUBLIC LIBRARY

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TOTAL BOOKS	45,709
VIDEOS	2091
AUDIOS	1736
PERIODICAL SUBSCRIPTIONS	150
NEWSPAPERS	4
CIRCULATION	90,239 *
INTERLIBRARY LOANS RECEIVED	476
INTERLIBRARY LOANS PROVIDED	1107
NEW PATRONS	638
COMPUTERS FOR PUBLIC USE	5055
HOOKSETT RESIDENTS	3958
NON-RESIDENTS	1097
WEB HITS	10283
MEETING ROOM USE	607
VISIT OUR WEBSITE	<a href="http://www.hooksett.lib.nh.us">http://www.hooksett.lib.nh.us</a>
E-MAIL	<a href="mailto:hplbooks@hooksett.lib.nh.us">hplbooks@hooksett.lib.nh.us</a>
FAX	485-6193
TELEPHONE	485-6092
LIBRARY HOURS	
Monday -Thursday	9 A.M. - 8P.M
Friday - Saturday	9 A.M. - 5P.M.
Closed Saturday during July and August	
Closed every 4 <sup>th</sup> Monday 9-11 A.M for staff development	
LIBRARY STAFF	
Frances Hebert, Director	
Patricia Cate, Librarian's Assistant / Technical Services	
Catherine Felch, Circulation Supervisor	
Jeffrey Scott, Technology Coordinator / Technical Services	
Vickie Desharnais, Children's Programmer	
Caroline Gladu, Staff	
Lee Ann Chase, Staff	
Mark Glisson, Staff	

\*Merged to Horizon system from Dynix; circulation statistics are counted differently.





LIBRARY DEPARTMENT:

Back Row: Jeff Scott, Mark Glisson

Front Row: Lee Ann Chase, Pat Cate, Fran Hebert, Catherine Felch, Vicki Desharnais

Absent: Carolyn Gladu



Library Trustees:

Marion Jacobi, Mary Farwell, Ann Marie Van De Water.



Photography: Carolyn Schroeder

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# HOOKSETT PUBLIC LIBRARY TRUSTEES

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The Hooksett Library has concluded another year of many changes. Programs have been added, software has been updated, and many new books have been added to enhance the collections in all areas.

The Staff and Trustees have worked hard to add free or low cost classes open to all Hooksett residents. In the past year we have offered a free digital camera class, learning to crochet class, scrap booking and stamping classes. We are looking into babysitting classes, CPR classes and other classes for people of all ages and interests. If you are interested in sharing a skill, please call and let us know!

The children's room is always busy with Vickie Desharnais our children's librarian hosting 5 story hours a week for children ages 3 to 6, toddler time once a month for children under 3, and two parent/teen reading groups that meet once a month. In the parent/teen reading group (one each for boys and girls) both the parent and the teen read a book together every month and come to discuss it the following month. It has proven to be a real bonding experience for both the teens and the parents.

The Friends of the Library have sponsored a program on Wolves and have had several storytellers' come in and even a puppet show. They have also donated magnets for patrons with all pertinent library contact information. We have also been privileged to have had 4 piano and music concerts in the past year.

The Art Committee has brought in a series of local artists whose works have been displayed in the lower level of the library. We have been fortunate to have displayed the photography of Warren Parnell and his collection of antique cameras, Watercolors from Yvonne Majors, the Art of Jennifer Libby, a Norman Rockwell collection, Klumpe dolls and many others.

We have added 2909 books to the collection, and currently have annual subscriptions to 4 newspapers and 150 magazines. Our public access computers are busy as ever, and our 10 new computers that were provided by the Gates Grant are installed and up and running! We now have the ability to teach classes to up to 20 people at one time on state of the art equipment, with the dual ability of all of the new computers being public access and having tutorials for new programs.

Last but not least, in December our circulation software was upgraded to a new more user-friendly version. The software upgrade included different methods of assessing circulation, which has resulted in circulation numbers being calculated in a different way. Our library director has stated that we are as busy as ever and that our volume has not dropped at all, even though the way we are tracking circulation has changed. In addition, the Trustees are looking at new ways to track library activity.

The Trustees asked voters to complete a survey at a recent election, and we are working on incorporating ideas and comments from those surveys into our future programs and services. In addition the Trustees are working with Mechanical and Electrical Engineers to upgrade our HVAC System, which is an ongoing project.

As always, the Trustees continue to work on improving the services of the Library. We look forward to serving you and seeing you soon.

Respectfully submitted,  
Marion Jacobi  
Chair, Library Board of Trustees

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# HOOKSETT VILLAGE WATER PRECINCT

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## WARRANT

### STATE OF NEW HAMPSHIRE

TO THE INHABITANTS OF THE HOOKSETT VILLAGE WATER PRECINCT IN THE TOWN OF HOOKSETT AND COUNTY OF MERRIMACK IN SAID STATE QUALIFIED TO VOTE IN SAID PRECINCT AFFAIRS.

You are notified to meet at the Precinct Building in said Precinct on Saturday, the first day of March, next, at 2 o'clock in the afternoon to act upon the following subjects:

1. To choose a Moderator for the ensuing year.
2. To choose a Clerk for the ensuing year.
3. To choose a Treasurer for the ensuing year.
4. To choose a Commissioner for the ensuing five years.
5. To see if the Precinct will vote to authorize the Board of Water Commissioners to borrow money in anticipation of the 2002 taxes and water rents, to be repaid therefrom. (Approved by the Commissioners and the Budget Committee.)
6. To see if the Precinct will vote to authorize the Board of Water Commissioners to accept gifts, grants and bequests; and to expend the same for such legitimate purposes of the Precinct as may be specified by the donor. Such gifts, grants or bequests shall provide that said purpose will not require the expenditure of additional Precinct funds; and for such other terms and conditions as the Board of Water Commissioners shall approve. (Approved by the Commissioners and the Budget Committee.)
7. To see if the Precinct will vote to authorize the expenditure of Two Thousand Dollars (\$2,000.00) for a new door at the Precinct Building. (Approved by the Commissioners and the Budget Committee.)
8. To see if the Precinct will vote to authorize the expenditure of Four Thousand Two Hundred Dollars (\$4,200.00) for a plate compactor with trailer, road signs, cones, and painted. (Approved by the Commissioners and the Budget Committee.)
9. To see if the Precinct will vote to authorize the expenditure of Twenty-Five Thousand Four Hundred and Eighteen Dollars (\$25,418.00) for a new truck with plow. Money to be taken out of the Hooksett Village Water Precinct Capital Reserve Truck Fund. (Approved by the Commissioners and the Budget Committee.)

10. To see if the Precinct will vote to authorize the expenditure of Fifteen Thousand Dollars (\$15,000.00) for a road to the new well. Money to be taken out of the Hooksett Village Water Precinct Capital Reserve Water Main Fund. (Approved by the Commissioners and the Budget Committee.)

11. To see if the Precinct will vote to authorized the expenditure of Fifty-Six Thousand Two Hundred Seventy-Three Dollars (\$56,273.00) for a backup well. Money to be taken from the Hooksett Village Precinct Capital Reserve New Source Fund. (Approved by the Commissioners and the Budget Committee.)

12. To see if the Precinct will vote to authorize the expenditure of Five Thousand Dollars (\$5,000.00) for a new bathroom at the Precinct Building. (Approved by the Commissioners and the Budget Committee.)

13. To see if the Precinct will vote to designate the Hooksett Village Water Precinct Commissioners as agents for Capital Reserve Funds for items 7 through 12 identified above for the purpose of allowing expenditures from those funds for the purpose established in those funds. Such authority shall exist indefinitely or until rescinded by the Precinct. (Approved by the Commissioners and the Budget Committee.)

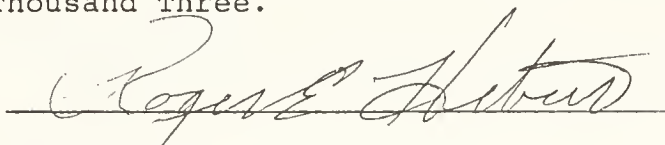
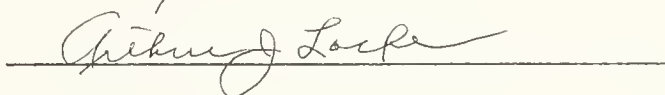
14. To see if the Precinct will authorize the Commissioners to raise Two Hundred Fifty-Seven Thousand Seven Hundred Seventy-Eight Dollars (\$257,778.00) exclusive of Warrant Articles 1 through 13 to defray Precinct's expenses for the ensuing year and make appropriations of same. (Approved by the Commissioners and the Budget Committee.)

15. To raise such sums of money as may be necessary to defray Precinct charges for the ensuing year and make appropriations of the same. (Approved by the Commissioners and the Budget Committee.)

16. To transact any other business that may legally come before said Meeting.

THE POLLS WILL CLOSE AT 4 P.M., AT WHICH TIME THE WARRANT WILL BE READ AND ACTED UPON.

Given under our hands and seal this 4<sup>th</sup> day of February, in the year of our Lord, Two Thousand Three.

MM P. M.  
Raymond Casucelli  
Leo H. Hest  
Board of Water Commissioners  
Hooksett village Water Precinct

A TRUE COPY OF WARRANTY - ATTEST

Roger E. Hebert  
William J. Locke  
MM P. M.  
Raymond Casucelli  
Leo H. Hest  
Board of Water Commissioners  
Hooksett village Water Precinct

We certify that we gave notice to the inhabitants within named, to meet at the time and place and for the purpose within named, by posting up an attested copy of the within Warrant at the Place of Meeting within named and a like attested copy at the Hooksett Town Hall, the Hooksett Public Library, The Hooksett Village Water Precinct being public places in said Precinct on the 5<sup>th</sup> day of February, 2003.

Roger E. Hebert  
William J. Locke  
MM P. M.  
Raymond Casucelli  
Leo H. Hest  
Board of Water Commissioners  
Hooksett village Water Precinct

# REPORT OF APPROPRIATIONS ACTUALLY VOTED FOR VILLAGE DISTRICTS

(RSA 21-J:34)

Date of Meeting: March 1, 2003

Village District: Hooksett County: Merrimack

In the Town(s) Of: Hooksett

Mailing Address: 7 Riverside Dr. Hooksett NH 03106

Phone #: 485-3392 Fax #: \_\_\_\_\_ E-Mail: \_\_\_\_\_

## Certificate of Appropriations

(To Be Completed After Annual or Special Meeting)

This is to certify that the information contained in this form, appropriations actually voted by the village district meeting, was taken from official records and is complete to the best of our knowledge and belief.

### Governing Body (Commissioners)

*Please sign in ink.*

Date: \_\_\_\_\_

Roger C. Herbert

Leo Nebert

Barbara K. Caswell

[Signature]

Arthur J. Locke

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION  
COMMUNITY SERVICES DIVISION  
MUNICIPAL FINANCE BUREAU  
P.O. BOX 487, CONCORD, NH 03302-0487  
(603)271-3397

PENALTY: Failure to file within 20 days after each meeting at which appropriations were voted may result in a \$5.00 per day penalty for each days's delay (RSA 21-J:36).

1

2

3

4

5

1 Acct.#	2 PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	3 WARR. ART.#	4 Appropriations As Voted	5 For Use By Department of Revenue Administration
GENERAL GOVERNMENT			XXXXXXXXXX	XXXXXXXXXX
4130-4139	Executive			
4150-4152	Financial Administration			
4153	Legal Expense			
4155-4159	Personnel Administration			
4194	General Government Buildings			
4196	Insurance			
4197	Advertising & Regional Assoc.			
4199	Other General Government			
PUBLIC SAFETY			XXXXXXXXXX	XXXXXXXXXX
4210-4214	Police			
4215-4219	Ambulance			
4220-4229	Fire			
4290-4298	Emergency Management			
4299	Other (Including Communications)			
HIGHWAYS & STREETS			XXXXXXXXXX	XXXXXXXXXX
4311	Administration			
4312	Highways & Streets			
4313	Bridges			
4316	Street Lighting			
4319	Other Highway, St., and Bridges			
SANITATION			XXXXXXXXXX	XXXXXXXXXX
4321	Administration			
4323	Solid Waste Collection			
4324	Solid Waste Disposal			
4325	Solid Waste Clean-up			
4326-4329	Sewage Coll. & Disposal			
4329	Other Sanitation			
WATER DISTRIBUTION & TREATMENT			XXXXXXXXXX	XXXXXXXXXX
4331	Administration		68,500	
4332	Water Services		57,870	
4335	Water Treatment		79,408	
4338-4339	Water Conservation & Other			
HEALTH			XXXXXXXXXX	XXXXXXXXXX
4411	Administration			
4414-4419	Pest Control and Other			
4520-4589	PARKS & RECREATION & OTHER			
DEBT SERVICE			XXXXXXXXXX	XXXXXXXXXX
4711	Prnc.- Long Term Bonds & Notes			
4721	Interest-Long Term Bonds & Notes			
4723	Int. on Tax Anticipation Note			
4790	Other Debt Service			



Acct.#	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	WARR. ART.#	Appropriations As Voted	For Use By Department of Revenue Administration
CAPITAL OUTLAY			XXXXXXXXXX	XXXXXXXXXX
4901	Land & Improvements	7-12	7,000	
4902	Machinery, Vehicles & Equipment	8-9	29,618	
4903	Buildings			
4909	Improvements Other Than Bldgs	10-11	71,273	
OPERATING TRANSFERS OUT			XXXXXXXXXX	XXXXXXXXXX
4912	To Special Revenue Fund			
4913	To Capital Projects Fund			
4914	To Proprietary Fund			
4915	To Capital Reserve Fund			
4916	To Trust and Agency Funds			
TOTAL VOTED APPROPRIATIONS			365,169	

**SPECIAL NOTES FOR COMPLETING FORM MS-32  
REPORT OF APPROPRIATIONS**

This form must contain all the appropriations passed at an annual or special meeting. Combine all the approved and amended appropriations from the MS-36 or MS-37 posted budget form. List the appropriate warrant article number(s) in column #3.

Do not cross off any accounts to enter your own titles. We have included the entire chart of accounts for reporting purposes. Please call us if you have any questions or need help in classifying any of your approved appropriations. Mail this form to us within 20 days after the meeting to our address below.

This form can be downloaded from our website: [www.state.nh.us/revenue](http://www.state.nh.us/revenue)

NH DEPARTMENT OF REVENUE ADMINISTRATION  
COMMUNITY SERVICES DIVISION  
MUNICIPAL FINANCE BUREAU  
P.O. BOX 487, CONCORD, NH 03302-0487  
(603)271-3397

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL SERVICES DIVISION  
P.O. BOX 487, CONCORD, NH 03302-0487  
(603)271-3397



## FINANCIAL REPORT OF VILLAGE DISTRICTS

VILLAGE DISTRICT: Hooksett COUNTY: Merrimaek

In the Town(s) Of: Hooksett

For the Fiscal Year Ended: December 31, 2002

Mailing Address: 7 Riverside Street  
Hooksett NH 03106

Phone #: 485-3392 Fax #: \_\_\_\_\_ E-Mail: \_\_\_\_\_

### CERTIFICATION

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

Date: May 28, 2003

[Signature]

[Signature]

[Signature]

[Signature]

[Signature]

Signatures of Village District Commissioners

*Please sign in ink.*

### General Instructions

When completed, this form should be returned to the Department of Revenue Administration. A copy should be used in preparing the annual report for the voters and a copy should be retained.

Please note this form is intended for those governmental units which have adopted the title "Village District" in accordance with RSA 52.

SOURCES OF REVENUES AND CREDITS			EXPENDITURES		
Acct.#		Amount	Acct.#		Amount
3110	TAXES Property Taxes			GENERAL GOVERNMENT	
3190	Int. & Pen. on Delinquent Taxes		4130	Executive _____	
	FROM FEDERAL GOVERNMENT		4194	General Government Bldg. _____	
3319	Other Federal Grants and Reimbur.		4196	Insurance _____	
	FROM STATE			PUBLIC SAFETY	
3351	Shared Revenue - Block Grant	1013	4215	Ambulance _____	
3354	Water Pollution Grants		4220	Fire _____	
	FROM OTHER GOVERNMENTS		4290	Emergency Management	
3379	Intergovernmental Revenues			HIGHWAYS AND STREETS	
	CHARGES FOR SERVICES		4312	Highways and Streets _____	
3401	Income From Departments _____			SANITATION	
3402	Water Supply System Charges _____	186,314	4323	Solid Waste Collection _____	
3403	Sewer User Charges _____			WATER DISTRIBUTION AND TREATMENT	
3404	Garbage-Refuse Charges _____		4332	Water Services _____	256,374
3409	Other Charges _____	100,318		HEALTH	
	MISCELLANEOUS REVENUES		4414	Pest Control _____	
3501	Sale of Village District Property _____		4419	Other Health _____	
3502	Interest on Investments _____	1010		CULTURE AND RECREATION	
3509	Other _____	6728	4520	Parks and Recreation _____	
	INTERFUND OPERATING TRANSFERS IN		4589	Other Culture & Recreation	
3913	From Capital Projects Fund _____			DEBT SERVICE	
3914	From Proprietary Fund _____		4711	Princ.-Long Term Bonds & Notes _____	
3915	From Capital Reserve Fund _____	64,798	4721	Int. Long Term Bonds & Notes _____	
	OTHER FINANCING SOURCES		4723	Interest on TANS	
3934	Proceeds Long-Term Notes/Bonds			CAPITAL OUTLAY	
	TOTAL REVENUES	360,181	4901	Land and Improvements _____	
			4902	Machinery, Vehicles, & Equipment	31,213
			4903	Buildings	
				INTERFUND OPERATING TRANSFERS OUT	
			4913	To Capital Projects Fund _____	
			4914	To Proprietary Fund _____	
			4915	To Capital Reserve Fund	50,000
				TOTAL EXPENDITURES	337,587

SUMMARY OF REVENUES AND EXPENDITURES FOR ALL OTHER FUNDS  
January 1, 199\_\_ to December 31, 199\_\_ OR July 1, 199\_\_ to June 30, 199\_\_

A. REVENUE (BY SOURCE)	Capital Projects	Special Revenue	Proprietary Funds	
			Enterprise	Internal Service
1. Revenue from taxes				
2. Rev. from licenses, fees, etc.				
3. Revenue from fed. govt.				
4. Revenue from State of NH				
5. Revenue from other govt.				
6. Rev. from charges for service				
a. Water supply sys. charges				
b. Sewer user charges				
c. Refuse collection charges				
d. Other (specify)				
7. Revenue from misc. sources				
a. Interest on investments				
b. Other				
8. Interfund oper. transfers in				
9. Other financial sources				
10. TOTAL REVENUE AND OTHER SOURCES				

BALANCE SHEET FOR SUMMARY OF ALL OTHER FUNDS  
As of December 31, 199\_\_ OR June 30, 199\_\_

A. ASSETS	Acct. No.	Capital Projects	Special Revenue	Proprietary Funds	
				Enterprise	Internal Service
1. Current Assets					
a. Cash and equivalents	1010				
b. Investments	1030				
c. Accounts receivable	1150				
d. Due from other govt.	1260				
e. Due from other funds	1310				
f. Other current assets	1400				
2. Fixed Assets					
a. Land and improvements	1610				
b. Buildings	1620				
c. Mach., veh., equip.	1640				
d. Const. in progress	1650				
e. Improve. (non-bldg)	1660				
f. Other assets	1700				
3. TOTAL ASSETS	XXXXX				

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL SERVICES DIVISION  
P.O. BOX 487, CONCORD, NH 03302-0487  
(603)271-3397

**BUDGET FORM FOR VILLAGE DISTRICTS**  
WHICH HAVE ADOPTED THE PROVISIONS OF RSA 32:14 THROUGH 32:24

DATE OF MEETING: March 1, 2003

VILLAGE DISTRICT OF: Hooksett Village Water Precinct County: Merrimack

In the Town(s) Of: Hooksett

Mailing Address: 7 Riverside Street

Hooksett, NH 03106

Phone #: 485-3392

**IMPORTANT:**

Please read RSA 32:5 applicable to all municipalities.

- 1. RSA 32:5 requires this budget be prepared on a "gross" basis showing all revenues and appropriations. At least one public hearing must be held on this budget.
- 2. This budget must be posted with the Village District warrant not later than the fifteenth day before the day of the meeting.
- 3. When completed, a copy of the budget must be posted with the warrant. Another copy must be placed on file with the village district clerk, and a copy sent to the DRA at the address above.

We Certify This Form Was Posted On (Date): 5 Feb-03

**BUDGET COMMITTEE**

*Please sign in ink*

*Tina Stas*  
*Ronald Keasney*  
*John B. Howell*  
*Lynne A. Brien*  
*Charles J. [unclear]*  
*John A. [unclear]*

*Bo D. Will*  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

THIS BUDGET SHALL BE POSTED WITH THE WARRANT



1 2 3 4 5 6 7 8 9

ACCT # 105A 2003 VA WARR. Prior Year As Expenditures ENSURING FISCAL YEAR ENSURING FISCAL YEAR  
 Approved by DRA Apm # Approved by DRA Prior Year RECEIVED BUT NOT CLASSIFIED RECEIVED BUT NOT CLASSIFIED

SANITATION cont.		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4325	Solid Waste Clean-up								
-3	Sewage Coll. & Disposal & Other								
WATER DISTRIBUTION & TREATMENT									
4331	Administration		14,307		18,835		18,835		18,835
4332	Water Services		35,400		42,500		42,500		42,500
-4	Water Treatment, Conserv. & Other		148,235		167,843		167,843		167,843
HEALTH/WELFARE									
4411	Administration								
4414	Pest Control								
CULTURE & RECREATION									
-9	Parks & Recreation								
4589	Other Culture & Recreation								
DEBT SERVICE									
4711	Princ.- Long Term Bonds & Notes								
4721	Interest-Long Term Bonds & Notes								
4723	Int. on Tax Anticipation Notes								
-9	Other Debt Service								
CAPITAL OUTLAY									
4901	Land and Improvements								
4902	Machinery, Vehicles & Equipment		14,175		28,600		28,600		28,600
4903	Buildings								
4909	Improvements Other Than Bldgs.								
OPERATING TRANSFERS OUT									
4912	To Special Revenue Fund								
4913	To Capital Projects Fund								



1 2 3 4 5 6 7 8 9

PURPOSE OF APPROPRIATIONS WARR. PRIOR YEAR AS ACTUAL COMMISSIONER'S APPROPRIATIONS BUDGET COMMITTEE'S APPROPRIATION  
 (RSA 32:3, V) ART # APPROVED BY DPA EXPENDITURES ENSUING FISCAL YEAR ENSUING FISCAL YEAR ENSUING FISCAL YEAR  
 RECOMMENDED NOT RECOMMENDED RECOMMENDED NOT RECOMMENDED

OPERATING TRANSFERS OUT		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4914	To Proprietary Fund							
4915	To Capital Reserve Fund							
4916	To Trust and Agency Funds							
SUBTOTAL 1		212,117			257,778		257,778	

If you have a line item of appropriations from more than one warrant article, please use the space below to identify the make-up of the line total for the ensuing year.



1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR. ART.#	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
<b>TAXES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3190	Interest & Penalties on Delinquent Taxes				
3311-3319	<b>FROM FEDERAL GOVERNMENT</b>				
<b>FROM STATE</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3351	Shared Revenues		600		506
3354	Water Pollution Grant				
3359	Other (Including Railroad Tax)				
3379	<b>FROM OTHER GOVERNMENTS</b>				
<b>CHARGES FOR SERVICES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3401	Income from Departments				
3402	Water Supply System Charge		193,518		238,000
3403	Sewer User Charges				
3404	Garbage - Refuse Charges				
3409	Other Charge				
<b>MISCELLANEOUS REVENUES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3501	Sale of Village District Property				
3502	Interest on Investments				
3503-3509	Other		132,797		27,000
<b>INTERFUND OPERATING TRANSFERS IN</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3912	From Special Revenue Funds				
3913	From Capital Projects Funds				
3914	From Proprietary Funds				
3915	From Capital Reserve Funds				
3916	From Trust & Agency Funds		0		100,891
<b>OTHER FINANCING SOURCES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3934	Proc. from Long Term Bonds & Notes				
Amts VOTED From F/B ("Surplus")					
Fund Balance ("Surplus") to Reduce Taxes					
<b>TOTAL REVENUE &amp; CREDITS</b>			326,915		366,397

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

	COMMISSIONERS	BUDGET COMMITTEE
Recommended (from page 4)	257,778	257,778
Articles Recommended (from page 6)	107,891	107,891
Net articles Recommended (from page 6)	0	0
<b>TOTAL Appropriations Recommended</b>	<b>365,669</b>	<b>365,669</b>
Revenues & Credits (from above, column 6)	366,397	366,397
Amount of Taxes to be Raised	0	0

Maximum Allowable Increase to Budget Committee's Recommended Budget per RSA 32:18: \_\_\_\_\_  
 (See Supplemental Schedule With 10% Calculation)

# VILLAGE DISTRICT OFFICIALS

(RSA 670:9)

Due 20 Days After Election or Apportionments

MS 31

Village District: Hooksett Village Water County: Merrimack

In the Town of: Hooksett Phone: 485-3392

Mailing Address: 7 Riverside St.

Email Address: \_\_\_\_\_ Fax: 485-3540

Village District Clerk's Signature: Debra Patterson, acting clerk

Office	Mailing Address	Daytime Phone #	Term Ends
<b>COMMISSIONERS</b> Roger Hebert			
1. Chairman	30 Merrimack St.	485-9415	2008
2 Ray Pascucelli	5 Bert St.	485-3392	2007
3 Leo Hebert	12 Highland St.	485-3903	2005
4. Clerk/acting Debra Patterson	526 Pembroke St. Pembroke	715-2554	2004
5. Treasurer Andy Felch	3 Morse Dr.	485-3392	2004
6. Moderator Mary Botford	20 Highland St.	-----	2004
7. Auditor <del>XXXX</del>			
Tony Amato, Asst. Supt.	Thompson Ave.	485-3392	-----
8 Arthur Locke. Comm.	Pinnacle Rd.	485-4417	2006
9 Michael Jache, Comm.	2 Donald St.	485-2847	2004
10 Bethany Montoya, Coll.	526 Pembroke St. Pembroke	715-1634	-----
11 Joseph Hebrt, Supt.	7 Cross Rd. Chichester	798-3194	-----

FOR DRA USE

NH DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL FINANCE BUREAU  
P.O. BOX 487, CONCORD, NH 03302-0487  
(603)271-3397

MS-31  
Rev. 02/03

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# PARKS & RECREATION DEPARTMENT

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I would like to thank the residents of Hooksett for supporting the Parks & Recreation Department. The two new fields at Peterbrook are going to be ready for play this fall.

The Parks & Recreation crew cuts all town grass, including cemeteries. Along with cutting the grass at the cemeteries we also dig and backfill new graves. Starting this fall, we will be cutting and maintaining the 15 acres of land at the new middle school. Plus, plowing the parking lots this winter.

The Fun in the Sun program is still very well attended. The ski program is also doing great. I would like to thank the Dibitto family for organizing the ski program they do a great job.

I would also like to thank the Parks & Recreation Advisory Board for all their help, chairwoman Miriam Vicki Beck, Roger Hebert, Bill Gahara, Donald Boisvert and Town Council Rep Mike Jolin.

Respectfully Submitted by

Dale Hemeon  
Parks & Recreation Superintendent



Photography by: Jo Ann Duffy

Parks & Recreation Department

L to R: Kurt Peterson, Ernie Coulombe, Jr., Zach Montoya,  
Dale Hemeon - Superintendent  
Front Row: Tommy Bartula, Jack Murphy - Assistant Superintendent

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# PLANNING BOARD

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During the period of July 2002 through June 2003, the Hooksett Planning Board met in public session 28 times; 107 public hearings were held at the request of applicants, and 5 workshops were held during which the Board considered long-range land use planning issues.

The Board reviewed the following matters at the request of applicants:

Subdivisions of land	9
New Residential	6
New Commercial/Industrial	2
Revisions to Existing Sites	1
New Residential Lots Created	7
Site Plans	30
New Commercial-Industrial Sites	28
Revisions to Existing Sites	2
Lot Line Adjustments	6
Special Exceptions Reviewed	28
Discussions with Applicants	44
<hr/>	
Applicant Matters Brought Before the Board	117

In addition to the applicant matters, the Planning Board held four workshop meetings for the purpose of conducting long-range land use issues. These workshops included meetings with Southern New Hampshire University concerning the master plan for the North Campus land east of Mount Saint Mary's; meetings with Manchester Sand & Gravel concerning the Route 3 Corridor Study and the development of land adjacent to the intersection of Industrial Park Drive; and meetings with the Town Planner concerning the Department of Transportation Ten-Year Plan, especially for the Route 3 road segment from Bypass 28 to Alice Avenue.

As in the past, the Board held public hearings concerning amendments to the Zoning Ordinance. There were a total of nine zoning amendments proposed this year; five by the Planning Board and four by petition.

We appreciate the assistance of our consulting engineers: Dufresne-Henry, CLD Engineers, and SEA Consultants, Inc. for the help they have been to both the applicants and to the Town.

The Community Development Department has been actively engaged in a number of long-range planning projects in addition to staffing the Planning Board. We have been extremely busy this year working with the Master Plan Update Committee (MPUC). This committee is chaired by Steve Korzyniowski. The committee has been working cooperatively throughout this process with the Center for Community Economic Development (CCED), a division of Southern New Hampshire University. The MPUC and the CCED are presently undertaking a survey of about 300 randomly selected residents and business owners to help the Town obtain accurate and well-rounded community input. The MPUC is also in the process of choosing a consultant to assist with the master plan process. It is expected that an updated Master Plan will be presented to the Planning Board for public hearing by the end of 2003. Of particular note is the creation of the Community Economic Development Corporation of Hooksett (CEDCOH); this citizen-driven, non-profit entity will, we are sure, be a helpful component in the overall development of the community and in the stimulation of commercial and industrial construction.

In addition, the department has been working on the layout of the southern terminus of the "Parkway" as recommended in the Master Plan; planning a Village Charrette that we expect will take place in the fall; working on an updated version of the non-residential site plan regulations; putting in place the public safety and recreation impact fees; starting the two-year process of placing the stretch of Route 3 from the Bypass 28 intersection to Martin's Ferry Road on the NHDOT Ten-Year Transportation Plan; making progress on the Heritage Trail layout; assisting in

the updating of the Emergency Management Plan; and implementing portions of the town's geographic information system.

Doug St. Pierre, Ken Burgess, Martin Cannata, and Jim Graham served as members of the Capital Improvement Program Committee. The entire Planning Board reviews and approves the CIP Plan. This CIP Plan outlines various capital projects for a six-year period. It is an important planning tool for the Town.

Department revenues collected during July 2002 through May 2003 totaled: \$14,191

A Noise Ordinance Committee was also formulated to develop a noise ordinance for the community. This sub-committee consisted of Doug St. Pierre, Ken Andrews, Kim Chabot, Dave Roma, and Ken Burgess. The sub-committee will be presenting the ordinance to the Town Council for adoption during the coming year.

Some of the larger projects reviewed by the Planning Board included: a Master Plan for SNHU's north campus; additional dormitories for SNHU; Dempsey Pipe on Londonderry Turnpike; Outdoor World on Route 3 at the site of the old public library; an elderly housing project on Mammoth Road; Manchester Sand and Gravel's Master Plan; and a 91 unit age-55 and older housing development on Hunt and Dartmouth Streets.

The following town citizens served on the Planning Board during July 2002 through June 2003:

Doug St. Pierre, Chair	Term expires 6/2005
Dick Marshall, Vice-Chair	Term expires 6/2005
Joanne McHugh	Term expires 6/2003
Martin Cannata	Term expires 6/2004
Jim Graham	Term expires 6/2003
Ray Guay	Term expires 6/2004
Ken Burgess	Term expires 6/2005
Michael Farrell	Town Administrator
Dale Hemeon	Town Administrator's Rep.
Pat Ganley	Town Council Rep.
Michael DiBitetto	Town Council Rep.
Bill Sullivan, alternate	Term expires 6/2005
Scott Evans, alternate	Term expires 6/2003

The Hooksett Planning Board usually meets on the first and third Mondays of each month at the Hooksett Municipal Building. All meetings are open to the public.

We, as staff, are very grateful for the outpouring of volunteer assistance in the development of the updated Master Plan and in the creation of CEDCOH; there were a large number of citizens who put in countless hours and who have come up with helpful ideas as to how the community may progress in the future. The Planning Board should have some very exciting public hearings by the beginning of 2004.

Respectfully submitted,

Charles Watson  
Town Planner

Jo Ann Duffy  
Administrative Assistant



Photography: JoAnn Duffy.

**HOOCKETT PLANNING BOARD:**

Back Row: Robert Sullivan, Joanne McHugh, Michael DiBitto

Front Row: Doug St. Pierre, Martin Cannata, Raymond Guay.

Absent: Ken Burgess, Richard Marshall, Dale Hemeon.



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# HOOKSETT POLICE COMMISSION

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## Hooksett Police Department

The Hooksett Police Commission is responsible by law for promulgating and enforcing all rules for the government of the police force, appointing employees within funding limits, fixing employee compensation, and removing employees for just cause. We also have a significant role in overseeing the management of the Department, both financial and operational. Members of the Police Commission have no law enforcement powers whatsoever. The Commission meets at 5:30 PM at the Safety Center on the third Tuesday of each month. Members of the public are always welcome at these meetings.

The members of the Commission during the past year were Chair Judith Hess, Richard Bairam, and David Gagnon. We also want to thank Hooksett Town Council liaison Michael DiBitetto for his support and guidance over the past year.

Currently your Police Commission oversees the Police Department and Communications Center composed of the following authorized positions as of July 1, 2003.

### Sworn Officers:

1 Chief  
1 Captain  
2 Lieutenants  
7 Sergeants  
4 Detectives  
14 Patrol Officers (Including 5 new positions effective 01/01/2004.)

### Clerical Personnel and Other Non-Sworn Personnel:

1 Administrative Assistant  
1 Data Program Specialist  
1 Prosecution Assistant  
1 Receptionist  
1 Prosecuting Attorney  
1 Community Service Officer  
1 Dispatch Supervisor  
2 Dispatchers, grade I  
6 Dispatchers, grade II (Including 1 new position effective 01/01/2004.)

The approved budget for the fiscal year 2003 – 2004 is:

<b>Police Department</b>	<b>\$1,749,797</b>
<b>Communications Center</b>	<b>\$329,462</b>
<b>Police Union Contract</b>	<b>\$109,086</b>
<b>5 New Police Officers (6 months)</b>	<b>\$179,899</b>

The past year was a busy one for the Department. During the 12 months ending June 2003, the Department responded to the following level of activity:

<b>Activity</b>	<b>2002-2003</b>	<b>2001-2002</b>	<b>2000-2001</b>
Arrests	286	300	269
Burglaries	38	27	27
Robberies	4	3	3
Assaults	100	83	80
Thefts	342	228	190
Criminal Mischief	184	200	172
Traffic Accident Investigations	701	614	435

## **Communications Center**

The Hooksett Communications Center also falls within the Hooksett Police Department and the Hooksett Police Commission. The Center responds to emergency calls from the Hooksett Police Department, the Hooksett Fire Department and Tri-Town Ambulance Service. The Communications Center had another busy year responding to the following volume of emergency calls.

<b>Activity</b>	<b>2002-2003</b>	<b>2001-2002</b>	<b>2000-2001</b>
Ambulance	10,020	9,932	9,983
Fire	15,254	15,045	14,979
Police	82,767	75,297	73,807
Miscellaneous	322	455	560

At the time this report was prepared, plans were underway to complete the final installation of the new base stations and console components. These changes are expected to correct nearly all of our radio coverage problems.

## **Activity Reports**

The three charts reflect a new method of tracking activity in the Town from January 2003 through June 2003. It reflects activity of Hooksett residents vs. non-residents of Hooksett.

## 2003 ADULT ARREST SUMMARY REPORT

MONTH      HOOKSETT    MANCHESTER    CONCORD    OTHER NH    MA    OTHER STATE

### 1ST QUARTER TOTALS (JAN - MAR)

JANUARY	22	7	4	1	1
FEBRUARY	16	3	0	8	7
MARCH	31	22	0	25	1
<b>SUBTOTALS</b>	<b>69</b>	<b>32</b>	<b>4</b>	<b>41</b>	<b>9</b>

**TOTAL 1ST QUARTER      157**

**TOTAL HOOKSETT ONLY      69**

### 2ND QUARTER TOTALS (APR - JUN)

APRIL	22	15	0	13	1
MAY	25	17	6	7	2
JUNE	29	24	0	11	2
<b>SUBTOTALS</b>	<b>76</b>	<b>56</b>	<b>6</b>	<b>31</b>	<b>5</b>

**TOTAL 2ND QUARTER      174**

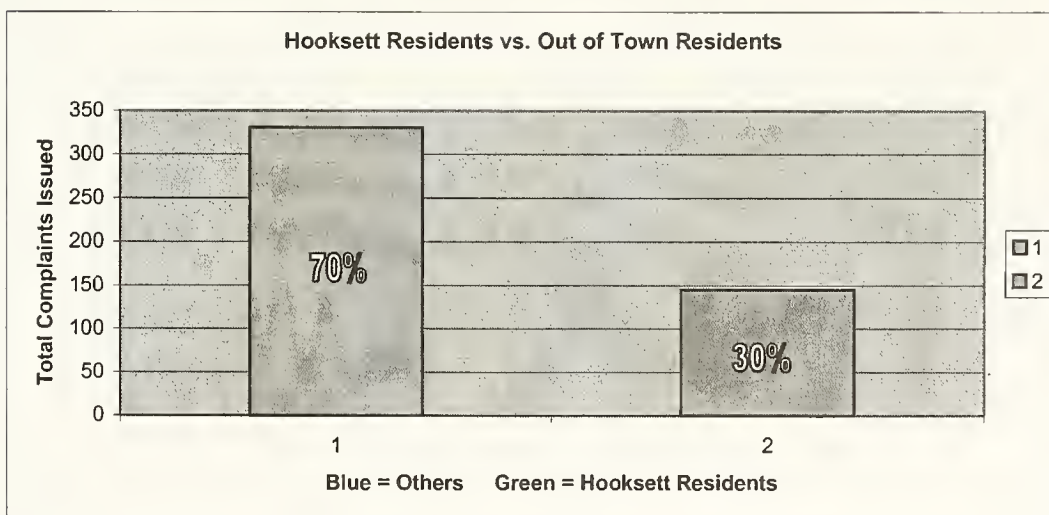
**TOTAL HOOKSETT ONLY      76**

### MID-YEAR TOTALS

**TOTALS      145      88      10      71      14      3**

**TOTAL MID-YEAR      331      70%**

**TOTAL HOOKSETT ONLY      145      30%**



# 2003 MOTOR VEHICLE COMPLAINT SUMMARY REPORT

MONTH      HOOKSETT    MANCHESTER    CONCORD    OTHER NH    MA    OTHER STATE

### 1ST QUARTER TOTALS (JAN - MAR)

JANUARY	1	8	0	4	0	1
FEBRUARY	2	2	0	3	0	0
MARCH	5	2	0	4	0	0
<b>SUBTOTALS</b>	<b>8</b>	<b>12</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>1</b>

**TOTAL 1ST QUARTER      32**

**TOTAL HOOKSETT ONLY      8**

### 2ND QUARTER TOTALS (APR - JUN)

APRIL	9	18	0	2	3	2
MAY	20	21	4	26	5	2
JUNE	11	16	1	18	1	2
<b>SUBTOTALS</b>	<b>40</b>	<b>55</b>	<b>5</b>	<b>31</b>	<b>9</b>	<b>6</b>

**TOTAL 2ND QUARTER      186**

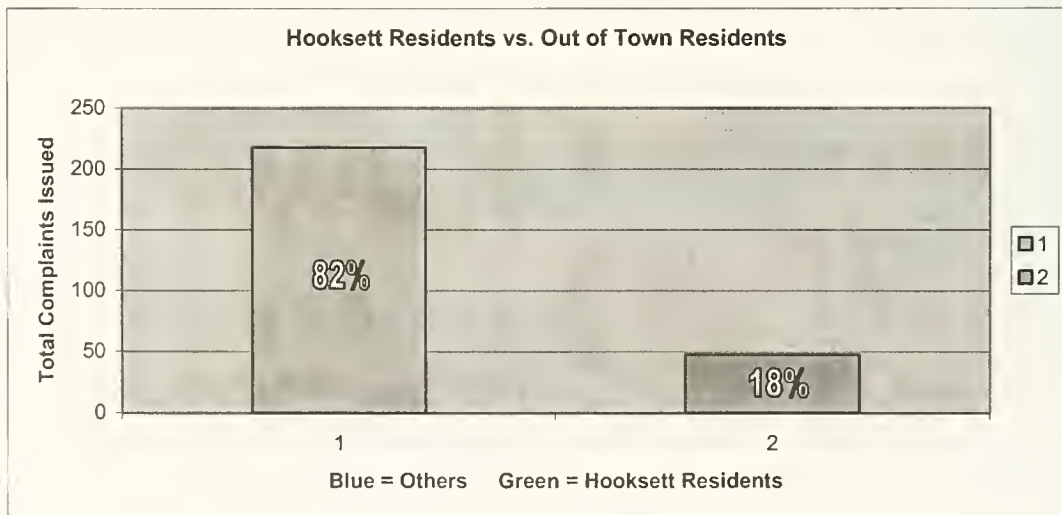
**TOTAL HOOKSETT ONLY      40**

### MID-YEAR TOTALS

**TOTALS      48      67      5      32      9      7**

**TOTAL MID-YEAR      218      82%**

**TOTAL HOOKSETT ONLY      48      18%**



# 2003 JUVENILE CONTACT SUMMARY REPORT

MONTH      HOOKSETT    MANCHESTER    CONCORD    OTHER NH    MA    OTHER STATE

### 1ST QUARTER TOTALS (JAN - MAR)

JANUARY	4	0	0	0	0	0
FEBRUARY	2	3	0	1	0	0
MARCH	15	7	0	0	0	0
<b>SUBTOTALS</b>	<b>21</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**TOTAL 1ST QUARTER      33**

**TOTAL HOOKSETT ONLY      21**

### 2ND QUARTER TOTALS (APR - JUN)

APRIL	12	9	1	0	0
MAY	5	3	0	2	1
JUNE	6	1	0	0	0
<b>SUBTOTALS</b>	<b>23</b>	<b>13</b>	<b>1</b>	<b>2</b>	<b>1</b>

**TOTAL 2ND QUARTER      47**

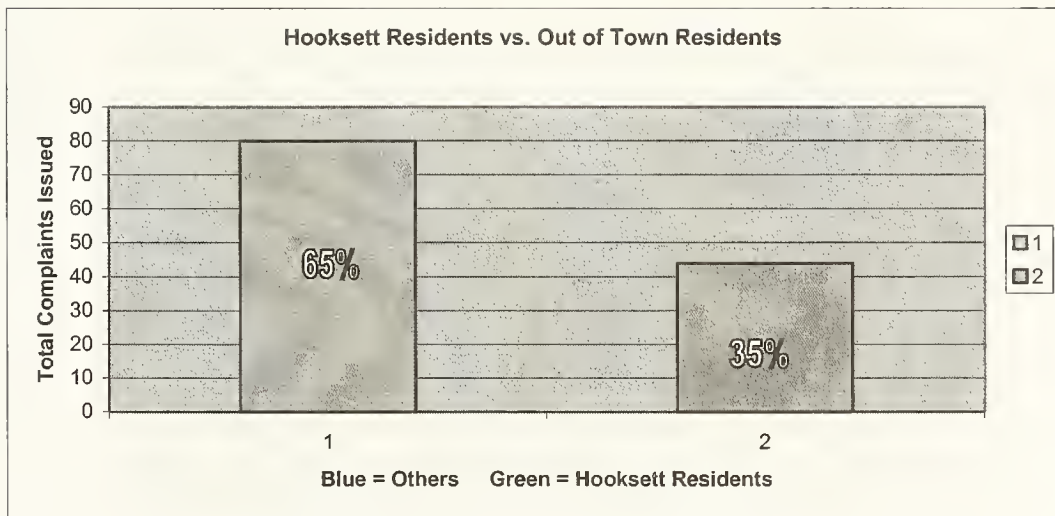
**TOTAL HOOKSETT ONLY      23**

### MID-YEAR TOTALS

**TOTALS      44      23      1      9      2      1**

**TOTAL MID-YEAR      80      65%**

**TOTAL HOOKSETT ONLY      44      35%**





Photography by: Sue Labonville.

### Hooksett Police Department

Back Row: Det. Lt. Owen Gaskell, Lt. Jon Daigle, Robert Biron, Custodian, Officer Peter Dyrkacz, Officer Jake Robie, Officer Gary Gaskell, Officer Lori Stowell.

Middle Row: Michelle Fudge, Prosecution Assistant, Chaplain David Donati, Sergeant Robert Dwyer, Christine Damon, Receptionist, Lorraine Keach, Data Program Specialist, Chief Stephen Agrafiotis, Francine Swafford, Administrative Assistant.

Front Row: Sergeant Leslie McDaniel, Officer Lynda Warhall, Officer Keith Lee, Officer Rebecca Coran, K-9 Officer Charles Chabot, Bosco, Department K-9.



Photography by: Francine Swafford

### Hooksett Police Commission

Commissioner Richard Bairam, Commissioner Judith Hess, Chairperson, Commissioner David Gagnon

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# SEWER COMMISSION

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The Board met twice a month during this past year to review bills, sign manifests, meet with developers, residents and representatives from other communities. Discussions included usage, reserve gallonage, expansion of the sewer service and budget projections.

The department has been working with the State of New Hampshire under E.P.A. and State standards to complete a state-of-the art compost facility. The State has allowed us to run a pilot program for the past three years. We have composted approximately 709 cubic yards of biosolids over that period of time. This has all been done under the supervision of Supt. Bruce Kudrick and the State of New Hampshire Department of Environmental Services. The piles were tested and found to be well within the standard for a Class A product.

When the process is in full operation, the end product will be available for citizens to use (up to a truck full at no charge). More than that will require a minimal charge.

When the compost facility is in full operation, this will complete Phase I of our plant expansion. Due to the demand for wastewater services, and the fact that the plant is at capacity, we have no choice but to enlarge from 1.1 million gallons per day to 2.2 million gallons per day. If all goes well, we plan to start construction of the compost facility in April 2004.

The Sewer Commissioners appreciate the efforts of all the employees on behalf of the department and to all the other departments for their cooperation.

The Board meets on the first and third Tuesdays of each month, at 12:00 noon, at the treatment plant office.

Respectfully,

Board of Sewer Commissioners

Sid Baines  
Ray Robb  
Roger Bergeron



Photography by: Carolyn Schroeder

SEWER COMMISSION:  
Roger Bergeron, Ray Robb, Sid Baines



Photography by: Carolyn Schroeder

**SEWER STAFF:**

Ray McDonald, Debbie Patterson, Linda O'Keefe, Bill Devoe



Photography by: Carolyn Schroeder

**Sewer Department Labor Staff:**

John Clark, Brian Towle, Bruce Kudrick – Superintendent,  
Ron Pelletier, Scott Tremaine, Brian Taylor



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## SOLID WASTE MANAGEMENT ADVISORY COMMITTEE & TRANSFER AND RECYCLING CENTER

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From July 1, 2002 through June 30, 2003, your solid waste facility handled a total of 4,549.71 tons of trash. This waste was transferred to Wheelabrator, a waste to energy plant in Penacook. A total of 549.44 tons of demolition was hauled to ERRCO, a wood recycling plant in Epping. The facility also transferred 48.44 tons of furniture to Turnkey Landfill in Rochester and 101.66 tons of roofing to Commercial Paving and Recycling in Scarborough, Maine, a facility that recycles asphalt shingles. A total of 277.22 tons of steel were recycled through Lamberts in Hooksett.

During the year residential recycling has increased. Hooksett has a voluntary drop off program that is a 100% savings to the Town. Residents recycled a total of 75.47 tons of cardboard, 123.65 tons of newsprint, 16.76 tons of magazines, 11.55 tons of mixed paper, 1.95 tons of aluminum cans, 42.45 tons of glass bottles, 8.5 tons of steel cans, 4.28 tons of textiles, 727 propane tanks, 503 car batteries, 14.60 tons of plastic containers, 306 freon units and 9, 230 feet of florescent tubes. 12.24 tons of electronics were recycled. Hooksett has one of the state's first electronic recycling programs. The Town hosted a State sponsored electronic recycling workshop at the facility last July. Participating residents recycled a total of 299.21 tons of material taken directly out of the waste stream, representing a savings of \$19,448.65. Recycling saves money!!

We would like to congratulate the Hooksett schools for their recycling programs. Hooksett students recycled a total of 5.28 tons of paper and cardboard this year (saving an estimated 66 trees). \$1,200 for the PTA was made from the Cartridges for Kids program, which recycles print cartridges, and cell phones. The money will be used for the school-recycling program. There are drop off areas for the cartridges and cell phones at the Library, Town Hall, the Recycling Center and at all Hooksett schools. Both residents and businesses are encouraged to participate in this program.

The Solid Waste Management Advisory Board continues to address the ongoing concerns regarding how trash is disposed in Hooksett. The Board will continue to work on the Pay As You Throw concept, and plans on doing extensive education on the issue so that voters will be able to make an informed and educated decision when it appears on the ballot in May 2004.

Respectfully submitted,

The Hooksett Transfer and Recycling Center  
Kemp Holt and Diane Boyce

The Solid Waste Management Advisory Committee  
Joe Berardi, Don Duford, Bob Schroeder, John Brock, John Danforth, & Marion Jacobi.



Solid Waste Management Advisory Board  
Back Row Joseph Berardi, John Danforth, Kemp Holt, Bob Schroeder

Front Row Don Duford, George Longfellow, Marion Jacobi – Chair, Diane Boyce – Secretary

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# SOUTHERN NEW HAMPSHIRE PLANNING COMMISSION

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The Southern New Hampshire Planning Commission has a wide range of services and resources available to help the dues-paying members deal with a variety of municipal issues. Technical assistance is provided by a professional staff whose expertise is, when necessary, supplemented by consultants who are selected for their specialized skills or services. Each year, with the approval of your appointed representatives, the Commission staff designs and carries out programs of area-wide significance that are mandated under New Hampshire and federal laws or regulations, as well as local projects which would pertain more exclusively to your community.

Technical assistance is provided in a professional and timely manner by staff at the request of your Town Planner and/or the Town Administrator. The Commission conducts planning studies and carries out projects that are of common interest and benefit to all member communities, keeps your officials apprised of changes in planning and land use regulation.

Services that were performed for the Town of Hooksett during the past year are as follows:

- Co-sponsored the Municipal Law Lecture series. These meetings were attended by Hooksett officials.
- Conducted traffic counts at sixty-four (64) locations in the Town of Hooksett. Data was forwarded to the Town Planner.
- Provided a copy of the Regional Transportation Plan Update (August 2002) including the Transportation Improvement Program FY 2003-2005 to the Planning Board. A copy of this document has been forwarded to the town's library.
- A hazard mitigation plan for the town was completed during this year.
- Provided a Workforce Housing Conference videotape.
- Provided a copy of the Regional Bicycle and Pedestrian Plan for the SNHPC region.
- Provided electronic copies of all the town's maps, which were prepared using ArcView and Arc/Info.
- Provided a copy of *A Handbook on Sprawl and Smart Growth Choices for Southern New Hampshire – Communities*. A copy of this document has been forwarded to the town's library.
- Prepared a map of the town showing parcels designated for recreation use.
- Provided paper copies of the road base map along with an electronic copy.

Hooksett's Representatives to the Commission are:

Mike N. Jolin

Richard G. Marshall

Executive Committee Member: Mike N. Jolin

# STATEMENT OF BONDED DEBT

The following is a summary of long-term debt transactions to the Town of Hooksett for the fiscal year ended June 30, 2003

Long-term Debt Payable February 15,2005	375,000
Long-term Debt Payable August 15, 2011	1,125,000
Long-term Debt Pyable August 15, 2012	2,600,000
Long-term Debt retired	(240,000)
<b>Long-term Debt Payable June 30, 2003</b>	<b>3,860,000</b>

Long-term Debt Payable at June 30, 2003 is comprised of the following issues:

<b>General Obligation Bonds:</b>	
\$2,500,000 1985 Sewer Bond	250,000
\$1,700,000 1996 Safety Center Bond	1,010,000
\$2,600,000 2002 TIF Distrcit Bond	2,600,000
	<b>3,860,000</b>

The annual requirement to amortize all debt as of June 30, 2003 including interest payments are as follows:

### Annual Requirements to Amortize Long-term Debt

Fiscal Year Ending June 30, 20**/20**	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2004	500,000	154,232	654,232
2005	500,000	127,772	627,772
2006	375,000	104,079	479,079
2007	375,000	88,652	463,652
2008	370,000	79,551	449,551
2009	370,000	64,264	434,264
2010	370,000	48,935	418,935
Subtotal	2,860,000	667,485	3,527,485
2011-2012	1,000,000	56,851	1,056,851
<b><u>Total</u></b>	<b>3,860,000</b>	<b>724,336</b>	<b>4,584,336</b>

All debt is general obligation to the Town, which is backed by its full faith and credit.

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# TAX COLLECTOR

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## SUMMARY OF TAX ACCOUNTS FISCAL YEAR ENDED JUNE 30, 2003

### -DR-

UNCOLLECTED TAX 7/1/02	2003	2002	PRIOR
PROPERTY TAXES	-0-	3467559.23	697236.63
TAXES COMMITTED TO COLLECTOR	9734701.00	9736847.00	-0-
OVERPAYMENTS	-0-	-0-	-0-
INTEREST COLLECTED	-0-	37175.69	73352.59
TOTAL DEBITS	9734701.00	13241581.92	770589.22

### -CR-

REMITTED TO TREASURER DURING FISCAL YEAR:			
PROPERTY TAXES	7682822.24	12703148.61	693754.93
ABATEMENTS ALLOWED	-0-	10518.00	3481.70
UNCOLLECTED TAXES END OF YEAR	2051878.76	490739.62	-0-
INTERESTED COLLECTED	-0-	37175.69	73352.59
TOTAL CREDITS	9734701.00	13241581.92	770589.22

## SUMMARY OF TAX LIEN ACCOUNTS

	2001	2000	PRIOR
UNREDEEMED TAXES BEGINNING YEAR	-0-	240350.25	707972.31
TAXES EXECUTED TO TOWN	542089.01	-0-	-0-
INTEREST COLLECTED	13080.13	16987.86	94192.64
TOTAL DEBITS:	555169.14	257338.11	802164.95
REMITTED TO TREASURER	196104.68	78544.69	229026.75
ABATEMENTS ALLOWED	3299.04	52.50	47.98
INTEREST COLLECTED	13080.13	16987.86	94192.64
UNREDEEMED TAXES END OF YEAR	342685.29	161753.06	478897.58
TOTAL CREDITS:	555169.14	257338.11	802164.95

The records stated above are preliminary and unaudited.

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# TOWN ADMINISTRATOR'S REPORT

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Now it's official. A couple of years ago I stated, what to many was the obvious, "Hooksett is no longer the sleepy little town it once was". With the release of the 2000 census figures, it is official. Hooksett has broken the 10,000 population figure. Actually, fractured is more accurate. The total of 11,721 was the actual count taken in 1999. If we add to that the number of residential certificates of occupancy since the end of 1999, Hooksett's population is now easily over 12,000 residents, with no sign of things slowing down.

The Planning Board has before it, in various stages of readiness, nearly two thousand (2,000) housing units for approval. This would represent an almost 50% increase in the number of residential units over the 2000 census total of 4,147 households in Hooksett. For you number crunchers out there, at approximately 2.5 people per household that will mean another five thousand (5,000) people living in Hooksett.

Yikes! Lock the doors. Pass a growth ordinance. Stop development. Do something. We have, we are, and we will be doing something to mitigate some of the adverse effects of growth.

Last year Hooksett became one of only a handful of towns in the State to authorize impact fees for residential development. We now collect approximately \$3,600 for each new home that is built and place the money in a fund to help pay for building new schools, and enlarging our existing ones. Since last spring the Town has assessed over \$300,000 in impact fees on new residential construction. When those two thousand (2,000) soon to be approved homes are built over seven million dollars (\$7,000,000) will be collected to help pay for future school capacity.

This year we've been developing similar impact fees to be applied to recreation facilities, public safety and Town administration. These impact fees, although not as high, will be applied towards the purchase of additional equipment, cruisers, fire apparatus, and computers to help us meet future expansion of services created by the growth.

Next year we plan to implement impact fees on both residential and commercial growth to help mitigate the growth caused congestion on our local thoroughfares like Route 3, the 28 By-Pass and Route 3A.

Impact fees are not a panacea to cure the ills of growth. We have other economic development tools in our tool bag to help take the pressure off the residential tax base. At the end of 1999 the Town Council created a Tax Increment Finance (TIF) District in the area around the intersection of I-93, Exit 10 and Route 3A. The TIF District creates an incentive to attract new development to specific areas. The result of this TIF District is a soon to be built 500,000 square foot retail development that will add over \$800,000 in new revenue for the Town. To put this into perspective, just over 400,000 square feet of retail space was constructed in the entire state in 2001. Upon successful conclusion of the Exit 10 TIF, the Town Council can create additional TIF Districts to attract other types of developments such as office parks, hotels and warehousing, none of which adds to the number of children in our schools and more than pays for the needed additional services they create.

Future economic development tools should include the creation of non-profit economic development corporation that could acquire development rights to private property to assure the highest and best use of the land is achieved for the tax base while at the same time facilitating state tax credits and guaranteed financing for the buyer and or the seller of the property.

Not all growth is bad. Smart growth is good. With the help and participation of concerned citizens in our Town, the visioning exercise last fall and the new master planning effort, Hooksett can grow gracefully and orderly into the 21<sup>st</sup> century.

Respectfully submitted,

Michael F. Farrell  
Town Administrator

# TOWN CLERK

JULY 1, 2002 – JUNE 30, 2003

MOTOR VEHICLE	18,111	\$2,520,217.00
TITLES	3,406	\$8,958.00
DECALS	8,256	\$20,647.50
DOG FINES		\$325.00
DOG LICENSES	748	\$4,991.50
DOG PENALTIES		\$466.00
VITAL STATISTICS		\$2,048.00
UCC		\$730.00
<b>GRAND TOTAL TOWN CLERK</b>		<b>\$2,558,383.00</b>



Photography: Stephanie Nepveu

Municipal Building Staff

Back Row: Shirley Martin - Clerk, Leslie Nepveu - Town Clerk & Tax Collector, Jackie Marsh - Clerk.

Next Row: Jessica Skorupski - Building Department Administrative Assistant, Joann Duffy - Land Use Clerk, Sandy Piper - Assessing Director.

Next Row: Tina Paquette - Administration Department/Town Council Administrative Assistant, Charles Watson - Town Planner, Joanne Drewniak - Assessing Clerk, Elizabeth Dinwoodie - Assistant Town Administrator.

Front Row: Paul Loiselle - Acting Town Administrator.

Absent: Ken Andrews - Code Enforcement Officer, Diane Savoie - Finance Director, Mary Liskowsky - Bookkeeper, June Dionne - Deputy Town Clerk & Deputy Tax Collector, Joy Buzzell - Family Services Director, Lee Ann Moynihan - Asst.. Family Services Director, Michael Farrell - Town Administrator.

# TOWN COUNCIL

To My Fellow Hooksett Citizens:

This year has been one of significant consequence for our Town. As a result of an impressive level of volunteer involvement, boards have accomplished their daunting workloads and the Master Plan Committee has completed the preliminary Draft of its recommendations. Thanks to all who have given so generously of their time.

In one of its earliest acts, this council moved to reconcile its schedule with the holiday and vacation schedules of the School District. As a result, not one regular council meeting failed to be conducted for lack of a quorum. Though a minor detail, it was a significant advance in operational efficiency.

In September, the council initiated an Inquiry into the Fire Department's budget overruns and high personnel losses. As a result of information disclosed in the course of the inquiry, the council has directed the administrator to conduct a series of interviews with Fire Department personnel and has authorized the Heavy Equipment Committee to evaluate the condition of the fleet. The Administrator concluded his interviews in January and the Heavy Equipment Committee is expected to present its report in August. The council continues to monitor the department's operations while it considers engaging a management audit of the department.

The council also took a look at the Town Charter and made a number of corrections to clarify the roles of the council and administration. When presented to you, the voters, the revisions were overwhelmingly adopted. These changes should lead to a more responsible and responsive government.

The Budget was approached a little differently this year. The administrator presented a Status-Quo budget, which detailed the cost of maintaining the current Town government structure with adjustments for non-discretionary cost increases. An example of the increases included here are contractual obligations such as prior approved collective bargaining agreements, insurance premium adjustments, etc. A supplemental budget detailed the expanded staffing and associated costs recommended by department heads. The council reviewed these proposals. The budget recommended by Council incorporated the expanded staffing which it deemed critical to the maintenance of current services. Other budget items, which were deemed meritorious but not mandatory, were placed separately on the warrant. Although this added to the already long ballot, we believe that the benefits derived from the voter participation outweigh the added burden so imposed. Hooksett voters, we hear you.

As a final note, Michael Farrell has concluded six years serving as Hooksett's Town Administrator on June 30<sup>th</sup> of this year. He is off to Harvard's Kennedy School of Government to pursue a Master's Degree in Public Administration. We wish him well!

Sincerely,

Michael DiBitetto, Chairman  
Hooksett Town Council



Hooksett Town Council:

Back Row: George Longfellow, Mary Ruel, Paul Loiselle, Denise Pichette-Volk, Patricia Rueppel.

Front Row: Michael Farrell - Town Administrator, Michael DiBitetto - Chairman, Ronald Dion, Richard Holley.

Photography: Tina Paquette

# TREASURER'S REPORT

FOR THE PERIOD JULY 1, 2002 - JUNE 30, 2003

FUND	BALANCE 07/01/2002	RECEIPTS	TRANSFERS IN	INTEREST EARNED	EXPENDITURES	TRANSFERS OUT	BANK CHARGES	CASH BALANCE 06/30/2003	BANK BALANCE 06/30/2003	DEPOSITS IN TRANSIT	OUTSTANDING CHECKS	CASH BALANCE 06/30/2003
Autumn Run I Subdivision	2,606.64	0.00	0.00	29.64	0.00	0.00	0.00	2,636.28	2,636.28	0.00	0.00	2,636.28
Autumn Run II Subdivision	1,462.29	0.00	0.00	17.31	0.00	0.00	0.00	1,479.60	1,479.60	0.00	0.00	1,479.60
Autumn Run IV Subdivision	1,487.36	0.00	0.00	17.41	0.00	0.00	0.00	1,504.77	1,504.77	0.00	0.00	1,504.77
Autumn Run V Subdivision	161.02	0.00	0.00	1.34	0.00	0.00	0.00	162.36	162.36	0.00	0.00	162.36
Barbery Lane	7,609.57	10,000.00	0.00	98.46	16,908.82	0.00	0.00	799.21	799.21	0.00	0.00	799.21
Barbery Nichols	0.00	10,000.00	0.00	29.80	10,006.25	0.00	0.00	23.55	23.55	0.00	0.00	23.55
Beacon Hill	3,700.59	5,000.00	0.00	30.30	8,532.07	0.00	0.00	198.82	198.82	0.00	0.00	198.82
Bonneville Landscaping	7,071.90	0.00	0.00	80.87	0.00	0.00	0.00	7,152.77	7,152.77	0.00	0.00	7,152.77
Briar Court	326.77	0.00	0.00	3.77	0.00	0.00	0.00	330.54	330.54	0.00	0.00	330.54
Capital Improvement	116,253.32	122,996.38	0.00	202.77	138,600.00	0.00	30.00	100,822.47	100,822.47	0.00	0.00	100,822.47
CLD Engineering	4,232.07	5,000.00	0.00	26.27	8,956.18	0.00	0.00	304.16	304.16	0.00	0.00	304.16
Conservation Camp Fund	119.02	0.00	0.00	0.16	0.00	0.00	0.00	119.18	119.18	0.00	0.00	119.18
Conservation Commission Fund	3,131.94	0.00	0.00	44.50	635.46	0.00	0.00	4,795.79	4,795.79	0.00	0.00	4,795.79
Conservation Current Use Fund	43,481.24	2,254.81	0.00	497.87	0.00	0.00	0.00	43,979.11	43,979.11	0.00	0.00	43,979.11
East Point Extension	1,367.53	0.00	0.00	8.31	1,375.62	0.00	0.00	0.22	0.22	0.00	0.00	0.22
Exit 10 Inspection	0.00	75,000.00	0.00	569.43	43,733.07	0.00	0.00	31,836.36	31,836.36	0.00	0.00	31,836.36
Exit 10 Landscaping	0.00	84,480.00	0.00	147.63	84,627.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Exit 10 Quality Drive	0.00	609,000.00	0.00	1,064.27	610,064.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Exit 10 SEA Bills	0.00	35,000.00	0.00	152.58	29,993.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Farmer Road Heritage V	59,404.77	0.00	0.00	680.06	0.00	0.00	0.00	5,159.26	5,159.26	0.00	0.00	5,159.26
Farmer Road Misty Meadows	0.00	1,485.00	0.00	16.38	0.00	0.00	0.00	60,084.83	60,084.83	0.00	0.00	60,084.83
Farmer Road Munc. Water Project	313.40	0.00	0.00	3.77	0.00	0.00	0.00	1,501.38	1,501.38	0.00	0.00	1,501.38
Farmer Road Weigler	9,677.08	0.00	0.00	110.81	0.00	0.00	0.00	317.17	317.17	0.00	0.00	317.17
Farwood Forest	74.37	0.00	0.00	0.03	0.00	0.00	0.00	74.40	74.40	0.00	0.00	74.40
Fire Department A & E	0.00	15,000.00	0.00	150.81	395.00	0.00	0.00	14,755.81	14,755.81	0.00	0.00	14,755.81
Fire Impact Fees	0.00	15,889.72	0.00	15.91	0.00	0.00	0.00	15,905.63	15,905.63	0.00	0.00	15,905.63
General Fund	8,552,134.26	28,812,245.16	20,071,464.54	132,100.08	23,839,960.49	21,046,464.54	11,868.04	10,669,650.97	10,291,015.59	707,748.00	329,112.62	10,669,650.97
Glencrest Estates	1,399.63	0.00	0.00	15.98	0.00	0.00	0.00	1,415.61	1,415.61	0.00	0.00	1,415.61
Granite Hill 3-2	119.06	0.00	0.00	0.01	110.94	0.00	0.00	8.13	8.13	0.00	0.00	8.13
Greystone Terrace	254.08	0.00	0.00	1.43	194.40	0.00	0.00	61.11	61.11	0.00	0.00	61.11
Guillane LLC	143.07	0.00	0.00	1.33	0.00	0.00	0.00	144.40	144.40	0.00	0.00	144.40
Hackett Hill/Goffstown Road	15,143.51	0.00	0.00	173.34	0.00	0.00	0.00	15,316.85	15,316.85	0.00	0.00	15,316.85
Harmony Hill Estates	669.29	0.00	0.00	8.64	0.00	0.00	0.00	677.93	677.93	0.00	0.00	677.93
Henault Driveway	1,041.33	0.00	0.00	12.31	0.00	0.00	0.00	1,053.64	1,053.64	0.00	0.00	1,053.64
Heritage Engineering Fees	64.61	0.00	0.00	0.02	0.00	0.00	0.00	64.63	64.63	0.00	0.00	64.63
Heritage Estates V	10,005.44	0.00	0.00	35.22	10,040.55	0.00	0.00	0.11	0.11	0.00	0.00	0.11
Londonderry Turnpike	11,309.79	0.00	0.00	129.59	0.00	0.00	0.00	11,439.38	11,439.38	0.00	0.00	11,439.38
Longfellow Development	35,109.69	0.00	0.00	401.80	0.00	0.00	0.00	35,511.49	35,511.49	0.00	0.00	35,511.49
Merrill Construction/Elmer Avenue	0.00	9,154.35	0.00	38.10	0.00	0.00	0.00	9,192.45	9,192.45	0.00	0.00	9,192.45
Misty Meadows	4,654.07	5,000.00	0.00	33.83	9,616.93	0.00	0.00	70.97	70.97	0.00	0.00	70.97
Morgan Self Storage	992.06	0.00	0.00	11.40	0.00	0.00	0.00	1,003.46	1,003.46	0.00	0.00	1,003.46
N.H. Fireworks Co., Inc.	5,138.68	0.00	0.00	56.77	5,195.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00
N.H. Fireworks Co., Inc. - 2002	5,003.54	0.00	0.00	54.89	5,058.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Parks Impact Fees	0.00	2,780.00	0.00	4.18	0.00	0.00	0.00	2,784.18	2,784.18	0.00	0.00	2,784.18
Police Impact Fees	0.00	2,430.20	0.00	2.26	0.00	0.00	0.00	2,432.46	2,432.46	0.00	0.00	2,432.46
Prior Road Subdivision	230.92	0.00	0.00	3.63	0.00	0.00	0.00	234.55	234.55	0.00	0.00	234.55
Rt. 3A Corridor Study	2,783.79	0.00	0.00	31.99	0.00	0.00	0.00	2,815.78	2,815.78	0.00	0.00	2,815.78
Rt. 3 Corridor Study	809.25	0.00	0.00	8.84	0.00	0.00	0.00	818.09	818.09	0.00	0.00	818.09



# TREASURER'S REPORT

FOR THE PERIOD JULY 1, 2002 - JUNE 30, 2003

FUND	BALANCE 07/01/2002	RECEIPTS	TRANSFERS IN	INTEREST EARNED	EXPENDITURES	TRANSFERS OUT	BANK CHARGES	CASH BALANCE 06/30/2003	BANK BALANCE 06/30/2003	DEPOSITS IN TRANSIT	OUTSTANDING CHECKS	CASH BALANCE 06/30/2003
Sawyer Farms	239.15	0.00	0.00	1.43	96.88	0.00	0.00	143.70	143.70	0.00	0.00	143.70
School Impact Fees	204,222.29	380,568.00	0.00	4,420.56	0.00	0.00	0.00	589,210.85	589,210.85	0.00	0.00	589,210.85
Sewer-Bridge Restoration	123,364.45	0.00	0.00	1,412.28	0.00	0.00	0.00	124,776.73	124,776.73	0.00	0.00	124,776.73
Sewer-Capital Replacement	105,598.79	0.00	0.00	1,201.24	0.00	1,265.86	0.00	105,534.17	105,534.17	0.00	0.00	105,534.17
Sewer-Clarifier	607,140.74	0.00	100,000.00	10,671.64	6,317.25	100,000.00	0.00	611,495.13	611,495.13	0.00	0.00	611,495.13
Sewer-Dale Road	0.00	2,000.00	0.00	10.12	0.00	0.00	0.00	2,010.12	2,010.12	0.00	0.00	2,010.12
Sewer-Generalfund	172,880.45	1,001,795.90	102,111.36	238.95	1,088,510.07	100,000.00	0.00	88,516.59	114,964.26	0.00	26,447.67	88,516.59
Sewer-Graceland II	0.00	13,000.00	0.00	65.97	0.00	0.00	0.00	13,065.97	13,065.97	0.00	0.00	13,065.97
Sewer-Granite Hill Thames	0.00	8,000.00	0.00	15.63	0.00	0.00	0.00	8,015.63	8,015.63	0.00	0.00	8,015.63
Sewer-Graysstone Terrace	20,584.20	0.00	0.00	235.54	0.00	0.00	0.00	20,819.74	20,819.74	0.00	0.00	20,819.74
Sewer-Jensens 55 And Older	0.00	45,000.00	0.00	35.94	0.00	0.00	0.00	45,035.94	45,035.94	0.00	0.00	45,035.94
Sewer-Laiford Avenue	40,164.77	0.00	0.00	459.88	0.00	0.00	0.00	40,624.65	40,624.65	0.00	0.00	40,624.65
Sewer-Mammoth Road Elderly	0.00	34,000.00	0.00	66.30	0.00	0.00	0.00	34,066.30	34,066.30	0.00	0.00	34,066.30
Sewer-Manchester Sand & Gravel	176,056.43	0.00	0.00	2,015.66	0.00	0.00	0.00	178,072.09	178,072.09	0.00	0.00	178,072.09
Sewer-Martin's Ferry Contributions	2,294.81	0.00	0.00	26.41	0.00	0.00	0.00	2,321.22	2,321.22	0.00	0.00	2,321.22
Sewer-Misty Meadows	10,007.02	0.00	0.00	114.68	0.00	0.00	0.00	10,121.70	10,121.70	0.00	0.00	10,121.70
Sewer-Nichols Subdivision	26,018.30	0.00	0.00	297.84	0.00	0.00	0.00	26,316.14	26,316.14	0.00	0.00	26,316.14
Sewer-Outdoor World	2,001.42	0.00	0.00	22.91	0.00	0.00	0.00	2,024.33	2,024.33	0.00	0.00	2,024.33
Sewer-Owens Marine	0.00	2,000.00	0.00	10.12	0.00	0.00	0.00	2,010.12	2,010.12	0.00	0.00	2,010.12
Sewer-Plan Escrow	39,970.49	82,289.90	0.00	0.00	88,109.53	0.00	0.00	34,150.86	34,150.86	0.00	0.00	34,150.86
Sewer-Project	11,027.04	0.00	0.00	19.93	0.00	0.00	0.00	11,046.97	11,046.97	0.00	0.00	11,046.97
Sewer-Restricted	70,540.94	0.00	0.00	802.33	0.00	845.50	0.00	70,497.77	70,497.77	0.00	0.00	70,497.77
Sewer-Roberts Subdivision	0.00	8,000.00	0.00	40.65	0.00	0.00	0.00	8,040.65	8,040.65	0.00	0.00	8,040.65
Sewer-Sludge Farming	41,171.51	0.00	0.00	471.32	0.00	0.00	0.00	41,642.83	41,642.83	0.00	0.00	41,642.83
Sewer-Windsor Terrace	271,651.72	0.00	0.00	3,110.08	0.00	0.00	0.00	274,761.80	274,761.80	0.00	0.00	274,761.80
Solid Waste Disposal Fund	0.00	25.00	0.00	0.02	0.00	0.00	0.00	25.02	25.02	0.00	0.00	25.02
South Bow Road Eng. Fees	4,782.90	5,000.00	0.00	42.34	7,934.40	0.00	0.00	1,890.84	1,890.84	0.00	0.00	1,890.84
Southern N.H. University	21,721.12	0.00	0.00	57.38	20,906.47	0.00	0.00	872.03	872.03	0.00	0.00	872.03
S.L. Escrow	3,138.66	0.00	0.00	35.83	0.00	0.00	0.00	3,174.49	3,174.49	0.00	0.00	3,174.49
The Barking Dog	6,654.24	0.00	0.00	76.18	0.00	0.00	0.00	6,730.42	6,730.42	0.00	0.00	6,730.42
TIF Bond	0.00	2,600,000.00	9,042.12	29,812.06	2,341,542.83	9,042.12	72.00	288,197.23	288,197.23	0.00	0.00	288,197.23
TIF District Fund	0.00	162,977.25	4,521.06	942.78	0.00	4,521.06	0.00	163,920.03	163,920.03	0.00	0.00	163,920.03
Webster Square Housing	85,192.48	0.00	0.00	975.28	0.00	0.00	0.00	86,167.76	86,167.76	0.00	0.00	86,167.76
West River Road	132.78	0.00	0.00	1.29	0.00	0.00	0.00	134.07	134.07	0.00	0.00	134.07
	10,956,043.65	32,167,371.67	20,287,139.08	194,838.67	28,377,422.31	21,262,139.08	11,970.04	13,953,861.64	13,601,673.93	707,748.00	355,560.29	13,953,861.64

Respectfully submitted,

James R. Bennett  
Treasurer

Ann McLaughlin  
Deputy Treasurer

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## TRI-TOWN VOLUNTEER EMERGENCY AMBULANCE SERVICE, INC.

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In 2002, Tri-Town Ambulance celebrated 30 years of service to Allenstown, Hooksett and Pembroke.

With over 1700 calls for service in the communities, our non-profit organization continues to grow with new equipment, ambulances and the most up to date education. We provide 24 hours paramedic service 7 days a week and staff a second ambulance at the Advanced Life Support level Monday through Friday. We take great pride in being partner with the towns we serve. We strive to provide the communities with the best medical care possible because that's what we're all about. With this many years of service, it is also our continued goal.

Our schedules are always busy with many hours being invested in community type events as well as sporting events, but the public is always welcome for tours and we're more than happy to speak to local groups.

As always, we'd like to thank the people of Allenstown, Hooksett and Pembroke for their continued support and generosity.

Nina Malley, NREMT-I  
Chairman, Tri-Town Ambulance

# TRUSTEES OF THE TRUST FUNDS

## Trustees of Trust Funds, Town of Hooksett For the Fiscal Year ended June 30, 2003 Capital Reserve Funds

Name of Fund	Purpose of Fund	Invested w/*	Acct Number	Balance 6/30/02	New Funds	Withdrawals	Income Earned	Balance 6/30/03
Sanitary Landfill	Capital Reserve		1	210,807.03	0.00	17,800.00	2,363.34	195,370.37
Central Hooksett Water Precinct	Water Storage		2	79,060.61	5,100.00	78,000.00	528.72	6,689.33
Hooksett Village Water Precinct	Water Main		5	117,476.02	0.00	15,000.00	1,333.67	103,809.69
Central Hooksett Water Precinct	New Construction		8	36,630.08	7,600.00	1,500.00	458.96	43,189.04
Town	Revaluation		11	275,558.71	100,000.00	155,330.61	3,443.93	223,672.03
Town	Parks Facilities Devl		12	33,395.46	10,000.00	0.00	441.14	43,836.60
Planning Board	Map System		13	48,716.12	0.00	16,031.28	477.06	33,161.90
Communications	Capital Reserve		14	5,682.52	0.00	5,697.39	14.87	0.00
Communications	Console Replacement		14	32,401.99	0.00	32,486.26	84.27	0.00
Fire	Aerial Truck		15	6,059.89	0.00	6,075.66	15.77	0.00
Town	Computer Network		19	12,325.98	0.00	1,445.00	140.09	11,021.07
Central Hooksett Water Precinct	Source		20	18,779.10	37,500.00	36,000.00	249.55	20,528.65
Highway	Front End Loader		21	3,988.50	0.00	3,998.89	10.39	0.00
Central Hooksett Water Precinct	Repair & Replace		22	71,918.18	25,360.20	35,000.00	571.98	62,850.36
School District	Construction & Equip		23	291,625.10	0.00	40,000.00	3,231.96	254,857.06
Hooksett Village Water Precinct	New Source		25	214,840.97	0.00	56,273.00	2,417.37	160,985.34
Central Hooksett Water Precinct	Standpipe Reining		26	38,723.98	3,850.00	0.00	452.18	43,026.16
Hooksett Village Water Precinct	Tank Fund		27	168,587.43	0.00	0.00	1,930.09	170,517.52
Hooksett Village Water Precinct	Tank Maintenance		28	77,522.46	0.00	0.00	887.53	78,409.99
Hooksett Village Water Precinct	Truck Fund		29	21,898.84	0.00	22,118.01	234.63	15.46
Transfer Station	Front End Loader		31	1,564.23	0.00	1,568.23	4.00	0.00
Highway	Backhoe Tractor		32	4,212.97	0.00	4,223.98	11.01	0.00
Transfer Station	Truck		33	13,799.42	0.00	13,835.26	35.84	0.00
Fire	Truck		34	11,207.47	0.00	11,236.58	29.11	0.00
Town	Perm. Record Archive		35	8,887.69	20,000.00	0.00	219.35	29,107.04
Police	Police Comp. File		36	22,804.51	0.00	0.00	261.15	23,065.66
Fire	Fire Airpacks Bottle		37	70,786.02	34,160.00	0.00	1,011.63	105,957.71
Fire	Fire Engine 1		38	31,683.72	0.00	31,766.17	82.45	0.00
Fire	Fire 5 Hose		39	202.25	0.00	0.00	3.01	205.26
Fire	Fire Radio		40	32,066.84	40,000.00	53,150.81	445.62	19,361.65
Fire	Fire Tanker 3		41	21,122.48	0.00	21,177.43	54.95	0.00
Library	Air Conditioning		42	10,170.16	0.00	0.00	116.34	10,286.50
School District	Special Education		43	100,615.72	25,000.00	50,000.00	1,147.44	76,763.16
Transfer Station	Live Bott Trail		44	0.00	16,600.00	0.00	97.71	16,697.71
Town	Emergency Radio Sys		46	0.00	52,000.00	0.00	306.15	52,306.15
Town	Comp Development		45	0.00	25,000.00	0.00	147.15	25,147.15
<b>Totals</b>				<b>2,095,122.51</b>	<b>402,170.20</b>	<b>709,714.56</b>	<b>23,260.41</b>	<b>1,810,838.56</b>

\*All Invested w/ MBIA PDIP NH-01-0138

# TRUSTEES OF THE TRUST FUNDS

## HOOKSETT TRUSTEES OF THE TRUST FUNDS REPORT For The Fiscal Year Ended June 30, 2003

NAME OF FUND	PRINCIPAL		TOTAL		INCOME		BALANCE 30-Jun-03	GRAND TOTAL PRIN & INCOME 30-Jun-03
	BALANCE 30-Jun-02	NEW FUNDS	BALANCE 30-Jun-03	MKT VALUE 30-Jun-03	INCOME	EXPENDED		
Cemetery Cate-Davis Fund	125.00		125.00		3.30	0.00	17.01	142.01
Cemetery Cemetery Maintenance Trust Fund	42,065.00	2,850.00	44,915.00		1,349.76	3,493.48	3,459.67	48,374.67
Cemetery Flanders, Emma G., Fund	500.00		500.00		231.46	0.00	930.52	1,430.52
Cemetery Head's Cemetery CTF 2	15,300.00		15,300.00		731.14	1,584.09	2,182.30	17,482.30
Cemetery Head's Cemetery CTF 3	7,300.00		7,300.00		348.85	755.81	1,041.25	8,341.25
Cemetery Head's Cemetery New Section Trust	22,150.00		22,150.00		930.28	2,165.10	2,627.12	24,777.12
Cemetery Head's Chapel Fund	173.49		173.49		11.94	21.61	39.88	213.37
Cemetery Kimball, H., Cemetery Fund	2,500.00		2,500.00		79.87	0.00	411.47	2,911.47
Cemetery Martin's Ferry Cem CTF 1	19,984.71		19,984.71		953.51	2,067.62	2,844.27	22,828.98
Cemetery Martin's Ferry Cem New Lots	16,650.00		16,650.00		1,039.42	1,967.63	3,386.84	20,036.84
Cemetery Morse, Ruth, Cemetery Fund	200.00		200.00		5.28	0.00	27.21	227.21
Cemetery Smith, Charles, Fund Addition	200.00		200.00		5.28	0.00	27.21	227.21
Cemetery Strickford, Emmie, Head's Cemetery Library CTF 4	300.00		300.00		7.92	0.00	40.81	340.81
Cemetery Library	3,055.71		3,055.71		387.84	0.00	1,997.90	5,053.61
<b>TOTALS</b>	<b>130,503.91</b>	<b>2,850.00</b>	<b>133,353.91</b>	<b>165,532.71</b>	<b>6,085.86</b>	<b>12,055.34</b>	<b>19,033.46</b>	<b>152,387.37</b>



Trustees of Trust Funds  
Cindy Motta, Arleen Gosselin, Lori Cyr

Photography by: Carolyn Schroeder

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# UNH COOPERATIVE EXTENSION

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## Merrimack County

### UNH Cooperative Extension

The University of New Hampshire Cooperative Extension is your local link to practical, research-based education for people of all ages, helping them make informed decisions that strengthen youth, families, and communities, sustain natural resources, forests, wildlife and agriculture, and improve the economy.

Merrimack County residents benefit from a wide range of Extension offerings, which include education in parenting, family finances, food safety, home gardening and forest stewardship; 4-H and youth development programs, nutrition counseling for low income families, soil testing and identification of insect pests and plant diseases. Extension educators help towns and schools maintain athletic fields and landscaped areas.

Extension also operates a toll-free **Info Line at our Family, Home & Garden Education Center, staffed Monday through Friday, 9am to 2pm (1-877-398-4769)**. The Info Line handled more than 1,200 requests from Merrimack County residents. Extension also provides a wide range of information from our Web site: [ceinfo.unh.edu](http://ceinfo.unh.edu).

Extension staff provide education to forest landowners, farmers and ornamental plant growers that helps keep their enterprises profitable while preserving open space and protecting natural resources. Many studies show that open space helps keep property taxes low, as it places few demands on taxpayers for services.

Extension educators also provide assistance to town planners and boards on current use zoning issues related to marketing from roadside stands, garden centers, farmers markets and pick-your-own operations. Extension staff provide guidance to town officials to help ensure that local ordinances are "agriculture-friendly." They also educate town leaders about best management practices for the production of agricultural crops and livestock

A statewide Extension initiative called *Strengthening New Hampshire Communities* works with communities in a variety of ways. For example, Extension's *Community Profile* process serves as a tool to help community members create a vision about what they want their community to be like, and then forms action groups to reach those goals. To date, seven Merrimack county towns have participated in a Community Profile.

Cooperative Extension also provides fact sheet notebooks for all town libraries and produces weekly radio spots on 107.7, which offer information to residents throughout Merrimack County. Other community efforts include the Master Gardener program after school programs, teen assessment projects and wellness teams.

The staff in Merrimack County includes nine Extension educators, two state specialists and three support staff. Extension programs reach approximately one of every four families in the county.

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# VISITING NURSE ASSOCIATION

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Dear Residents of Hooksett,

Thank you for your loyal support – it truly makes a difference! Each year, your donation greatly helps us to bring vital home health, hospice, bereavement support, and community clinics to residents in the town of Hooksett who lack insurance coverage for either all or part of the care they require. Your support helps individuals of all ages who are recovering from surgery, injury or illness, or who need help maintaining their independence at home. This year alone, Visiting Nurse Association of Manchester & Southern NH clinicians will make over 90,000 visits to help more than 5000 individuals.

This year, we are once again faced with drastic reimbursement cuts. As the state grapples with balancing the Department of Health & Human Services budget, the negative impact to critical programs through this VNA is anticipated to be more than \$100,000. These cuts, coupled with increased homelessness, stress, violence, and translation costs have greatly added demands on our delivery of services. Yet, since 1897, the VNA's mission and commitment has virtually remained the same. As one of the region's oldest and most comprehensive home health providers, we remain dedicated to improving the health and well-being of our community by providing the compassionate, caring, and accessible health care that our patients rely on 365 days a year, 7 days a week.

It is due to people like you, who support the VNA and who understand the importance of charitable giving, that these critical services are available in your neighborhood. Your financial support is essential to reach those individuals who stand to benefit. Providing compassionate, high quality care to all those in need, regardless of their age, disease, or financial status, is our collective goal.

Thank you for supporting the programs and services of the VNA. To learn more about any of our services or for more information on how you can personally volunteer or contribute, please visit our website [www.manchestervna.org](http://www.manchestervna.org) or call the VNA today at 622-3781.

Sincerely,

*Debra S. Grabowski*

Debra S. Grabowski, RN  
Administrator

Funding provided by the Town of Hooksett is used to support services provided to residents who lack the insurance coverage for either all or part of the care they require, as well as free bereavement services and community clinics. We request that your support be continued at a flat funding rate of \$7,402.

# VITAL STATISTICS

## BIRTHS

CHILD'S NAME	PARENTS	DATE OF BIRTH
CAIDEN JAMES	SAMANTHA & JEFFREY	March 31, 2002
SHANE PAUL	DOREEN & JONATHAN	July 9, 2002
CHRISTIAN JOHN ALDEN	MIRIAM & JOHN	May 9, 2002
JOSEPH WILLIAM	ELIZABETH & JASON	December 4, 2002
JULIA CATHERINE	AMY & MATTHEW	October 17, 2002
SPENCER GEORGE	NICOLE & DONALD	March 3, 2002
AMINA PEARL	NICOLE & MICHAEL	August 22, 2002
FAITH CHRISTINE	SARA & BRIAN	May 19, 2002
ANDREW NOEL	TRACEY & NOEL	May 3, 2002
OWEN PARKER	JOANNA & FRED	June 7, 2002
NICHOLAS TIMOTHY	DEBORAH & JOHN	April 5, 2002
PAIGE ROSE	LINDSEY & ADAM	September 11, 2002
SCOTT PHILIP	KIMBERLY & MICHAEL	August 16, 2002
GUNNAR JAMES	KIMBERLY & CHRISTOPHER	December 26, 2002
ETHAN DAVID	MONIQUE & WILLIAM	December 24, 2002
VICTORIA ROSE	CAROL & DAVID	February 8, 2002
RICHARD WILLIAM	EILEEN & RICHARD	September 26, 2002
CONNOR JEFFREY	CARYN & JEFFREY	September 18, 2002
AJLINA	EDINA & RAMIZ	December 26, 2002
RACHEL BRIANNA	DAWN & CHARLES	November 7, 2002
MATHIEU AREND	SHARRON & FRANK	May 12, 2002
CHRISTOPHER RICHARD XUN-	SUSAN & JESSE	September 13, 2002
RILEY RONALD	KRISTIN & KENT	April 4, 2002
SAMUEL BRADLEY	VALERIE & DONALD	May 30, 2002
KASAUNDRAN JANICE	JOANNE & THOMAS	January 20, 2002
HANNAH ROSE	SUSAN & BRYAN	October 1, 2002
CAITLYN GAIL	COLLEEN & JEFFREY	January 5, 2002
SADIE JOANNE	SUZANNE & DAVID	April 23, 2002
EMILY JANE	BRENDA & JEFFREY	May 22, 2002
AIDAN & ROBERT	MICHELLE & ROBERT	October 22, 2002
IAN PATRICK	TAMI & RICHARD	June 6, 2002
SUMMER ELIZABETH	MICHELE & ERIC	March 13, 2002
ANASTASIA MARIE	TARA & RONALD	January 31, 2002
KAYLEIGH ROSE	LAURA & THOMAS	March 29, 2002
JAMES MAURICE	CHRISTINA & DAVID	August 17, 2002
TAYAHNA JANE-LYNN	REBEKAH & RICHARD	January 3, 2002
DYLAN SEBASTIEN	KATHERINE & JASON	July 8, 2002
DEVON LEE	ANDREA & SERGE	July 22, 2002
JEFFREY THOMAS	CYNTHIA & PAUL	January 7, 2002
RYAN EDWARD	JULIE & CHRISTOPHER	December 14, 2002
LUCAS ALAN	TIFFANY & MATTHEW	November 7, 2002
SOPHIA ROSE	TIFFANY & MATTHEW	November 7, 2002
JAMES ALBERT	RENEE & JAMES	November 23, 2002
JOHN ROBERT	RUTHIE & JOHN	February 8, 2002
BRADY RYAN	SHARI & DAVID	October 3, 2002
SHANNON ELIZABETH	CAROLYN & JOHN	October 5, 2002
HUNTER LLOYD	BRANDIE & SCOTT	June 14, 2002
JOSHUA DANIEL	TARA & DANIEL	October 15, 2002
JESSE MICHAEL	SHARON & BRAD	November 2, 2002
ALBERTS		
BARTCZAK		
BECK		
BEHLING		
BENSON		
BERGERON		
BERNIER		
BILODEAU		
BOLDUC		
BOLDUC		
BOWLER		
BOYER		
BOYLE		
BULGER		
BURGESS		
BURKE		
BURLEIGH		
BUTTS		
CEHIC		
CHABOT		
CHAMPAGNE		
CHOW		
COFFEY		
COWETTE		
CUNNINGHAM		
CURRIER		
CZEKANSKI		
DAMON		
DANIELS		
DENNIS		
DENNISON		
DESCOTEAUX		
DIBURRO		
DIMAGGIO		
DONOHUE		
DOUCET		
DRIGGERS		
DROUIN		
DUBUQUE		
DUDDY		
DUFRESNE		
DUFRESNE		
DUPUIS		
DURAND		
DURAZZANO		
EARNSHAW		
ELLIOTT		
ERICKSON		
ERNEST		

MICHAEL PATRICK	EVANS	RANDY & SCOTT	December 7, 2002
ANNA KATHERINE	FERRY	JULIE & GREGORY	February 8, 2002
KELSEY ROSE	FLANDERS	KRISTIN & TIMOTHY	February 25, 2002
GARRETT CHRISTIAN	GAGNE	MELISSA & BRENT	November 21, 2002
JEREMY MITCHELL	GAGNON	ANNE & MITCHELL	October 3, 2002
EMMA GRACE	GEHRIS	EILEEN & BRIAN	April 12, 2002
MATEI GHEORGHE	GHITA	STACEY & GHEORGHE	May 28, 2002
FAITH SHEDAISY	GORMLEY	PATRICIA ANN & BRIAN	March 29, 2002
MARY GAETAN	GRANDMAISON	RUTH & MAURICE	October 10, 2002
AMELIA ROSE	HANSEN	MARY & JONATHAN	January 31, 2002
ASHLEY JANE	HEBERT	KANE & MARK	July 27, 2002
HAYDEN DENNYSON	HEBERT	KATRINA & MATHIEW	November 15, 2002
KYLE CHRISTOPHER	HOBSON	JENNENE & ADAM	March 25, 2002
MEGAN MARIE	HOLLERAN	JENNIFER & SEAN	December 4, 2002
RYAN HARRISON	HUGHES	KAREY & HAROLD	July 24, 2002
NOAH ROBERT	JEPSON	JUDITH & ROBERT	May 2, 2002
HALEY CHRISTINE	KAUFMAN	MICHELLE & STEVEN	April 15, 2002
JONATHAN TIMOTHY	KEANE	SUZANNE & JAYSON	July 6, 2002
KENNEDY LEAH	KELLY	KELLY & JAMES	January 2, 2002
FARAH JANE	KHALAFI	LISA & ASGHAR	April 21, 2002
ANDREW DAVID	KIMIONAKIS	CATHERINE & GEORGE	March 17, 2002
SAMANTHA FRANCES	KING	SUSAN & WILLIAM	March 18, 2002
MERIDITH ROSE	KRAUSE	KAREN & DAVID	March 1, 2002
NATHAN MICHAEL	KULENGOSKY	APRIL & MICHAEL	November 16, 2002
PAIGE LOUISE	LABONVILLE	MONICA & MARCEL	February 10, 2002
TYRAN JOSEPH	LAING	ANTONIA & GARY	July 30, 2002
SHELBY ANN	LAMPHERE	KARLA & MICHAEL	August 9, 2002
AUSTIN STEPHEN	LEAFE	DEBORAH & JAMES	June 3, 2002
AUSTIN KYLE	LEBORGNE	BRENDA & ALAN	May 15, 2002
CHLOE BRIANA	LEBORGNE	CHANNON & BRIAN	August 20, 2002
AVA ELIZABETH	MACEACHERN	ANNE & JOSEPH	May 20, 2002
BOWAN DAVID	MAGARGEE	LAURA & STEVEN	May 20, 2002
COLBY JACOB	MAJOR	LISA & BARRY	March 6, 2002
JAKE ROBERT	MANNING	CARA & ROBERT	December 20, 2002
REGAN ANN	MCCARTHY	KATHY & RONALD	February 14, 2002
STERLING SHAUN OLIVER	MCLAUGHLIN	SABLE & JOSHUA	July 1, 2002
WALKER WILLIAM	MEEHAN	KELLY & WILLIAM	May 8, 2002
BENJAMIN JOSEPH	MENARD	TRACY & DAVID	January 29, 2002
LANCE COLE	MICHAUD	JULIE & MATHEW	March 29, 2002
COLBY ROBERT	MICHAUD	CHERYL & KEVIN	September 12, 2002
ANTONIO JAMES	MORALES	ANDREA & VICTOR	December 30, 2002
JAYLEN JAMES	MORRIS	DEBORAH & BRADLEY	October 16, 2002
IAN MICHAEL	MORTON	HEATHER & MICHAEL	August 12, 2002
SARAH ELIZABETH	MURPHY	LISA & CHRISTOPHER	May 23, 2002
KATHERINE LYN	MYHAVER	MICHELLE & TIMOTHY	July 13, 2002
ELSI KATHLEEN	OJANEN	KATHLEEN & MIKKO	January 19, 2002
ODEY M	OMER	IGBAL & MOHAMED	February 1, 2002
KERRI ANN	PALMER	HAWLI & PATRICK	July 16, 2002
MALACHI BENJAMIN	PEASE	KRISTI & BENJAMIN	November 1, 2002
LAUREN COLBY	PELLETIER	RHONDA & RICHARD	May 18, 2002
MADISON O'NEIL	PENLAND	JUDITH & DONALD	March 6, 2002
NINA ROSE	PERRY	LINDA & KENNETH	April 30, 2002



LILLIAN BUI	PODVOJSKY	TARA & STEFAN	May 24, 2002
NATHANIEL DANIEL	POLYUKHOVICH	YULIYA & VASILY	November 11, 2002
COLE ALEXANDER CAESAR	POPKIN	KARA & ALAN	November 5, 2002
HUNTER JOHN	REYNOLDS	AIMEE & JOHN	August 31, 2002
BROOKE EMILY	RICHARDS	BRENDA & MICHAEL	April 13, 2002
LAUREN KANA	RIVIERE	DINA & DANIEL	October 31, 2002
COLIN JAMES	ROBERTS	MARIA & JEREMY	November 18, 2002
BRANDON ANTHONY	ROY	JULIE & GARY	September 21, 2002
MATTHEW PATRICK	RYAN	KIMBERLY & MICHAEL	March 17, 2002
EAMONN LENEHAN	RYAN	MAURA & DAVID	April 1, 2002
WILLIAM ROBERT	SCHWARTZ	KATHRYN & BRIAN	April 4, 2002
BENJAMIN	SELIMOVIC	ZARISA & FIKO	December 9, 2002
JOHNNY LONG	SHI	XIU & JIWEN	January 4, 2002
ANDREA PAOLA	SILVA	MAYRA & LUIS	April 20, 2002
SHELBY ALINE	SIZEMORE	DIANE & RICHARD	August 16, 2002
RACHEL ANNE	SLEDJESKI	STEPHANIE & FRANK	October 1, 2002
JONATHAN ERIC	SOMERSET	MAURITA & ERIC	July 15, 2002
RACHEL JOY	ST LOUIS	MARY BETH & ADAM	September 5, 2002
ERIKA LEE	STEVENS	JAYNA & WILLIAM	August 7, 2002
MAX WILLIAM	STUART	KRISTEN & KENT	October 8, 2002
LAUREN MARIE	THOMPSON	MARY JEAN & JOSEPH	June 25, 2002
MADISON LEIGH	TREMBLAY	HEATHER & DAVID	September 14, 2002
JOYCE YUEN	TSANG	SUT LING & KWOK	May 9, 2002
ALLYSON RILEY	VEILLEUX	KRISTEN & ANTHONY	June 15, 2002
MATTHEW CHRISTOPHER	VOGEL	TRACY & CHRISTOPHER	November 22, 2002
GAVIN JOSEPH	WARREN	KELLI-JO & GREGORY	September 5, 2002
KAYLA MARIE	WHITE	ANN MARIE & AARON	May 20, 2002
HARRISON RAYMOND	WIKE	HEIDI & CRAIG	August 10, 2002
KEEGAN DAVID	WILDER	LAURIE & WILLIAM	February 4, 2002
PAIGE RILEY	WILLIAMS	TIERNEY & RANDY	September 6, 2002
JILLIAN MARIE	ZUBE	ANNE-MARIE & MICHAEL	February 17, 2002

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# VITAL STATISTICS

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## DEATHS

NAME		DATE OF DEATH
RICHARD P	BAILEY	August 5, 2002
LEO O	BELEC	September 11, 2002
DAWN	BISSONNETTE	August 4, 2002
LAWRENCE W	BLACK	August 17, 2002
MARY O	BLACKBURN	March 1, 2002
MARY C	BOHLMAN	August 16, 2002
MARY M	BOYD	November 18, 2002
SCOTT P	BOYLE	August 16, 2002
LEON W	CATE	December 12, 2002
DORRIS B	CHICK	July 29, 2002
CHARLES B	CONVERSE	August 10, 2002
LONNY	COOPER	October 13, 2002
DONNA R	COX	December 23, 2002
HAZEL V	DANDROW	November 24, 2002
VICTOR E	DANDROW	December 20, 2002
DEE D	DEMARAIS	October 12, 2002
SUEANN	DRELICK	August 29, 2002
ROSAIRE H	DUVAL	January 15, 2002
DOROTHY A	FEDDERSEN	June 12, 2002
VIRGINIA	FOOTE	April 25, 2002
RITA M	GAGNE	June 3, 2002
ROSELLE M	GAGNON	September 9, 2002
LOUISE L	GARVIN	March 16, 2002
DENISE D	GOSSELIN	January 12, 2002
MAURICE R	GOUDREAU	March 22, 2002
DOUGLAS	GRAY	September 1, 2002
ANDREW J	GUIMOND	December 7, 2002
ARTHUR E	GUIMOND	December 28, 2002
JENNIFER J	HAMILTON	November 20, 2002
EDWIN E	HASKELL	December 25, 2002
PAULINE R	LACOY	April 22, 2002
LEANDRE P	LAMBERT	January 20, 2002
MARGARET J	LANGILLE	August 16, 2002
ALFRED J	LAW	March 6, 2002
RAYMOND W	LEBLANC	October 4, 2002
PAULINE L	LEVESQUE	March 27, 2002
ABIGAIL	LYONS	January 22, 2002
LEO J	MARTINEAU	January 31, 2002
ELIZABETH J	MCSWEENEY	May 26, 2002
CHRISTIAN	MERZ	March 29, 2002
ROBERT C	MORIN	March 19, 2002
EVELYN L	NAKASHIAN	September 27, 2002
ROBERT M	NOLET	June 3, 2002
EMMA C	OTHS	June 20, 2002
VIRGINIA L	PARISEAU	December 24, 2002
ROBERT F	POWERS	April 10, 2002
JEAN M	QUINN	September 3, 2002
RITA	RUEL	February 14, 2002
ARMAND L	RUEL	August 19, 2002

DAVE A	SALIBA	February 23, 2002
BENJAMIN	SELIMOVIC	December 10, 2002
MARY A	SIGNOR	June 19, 2002
EDWARD	SOCHA	March 9, 2002
AMY K	STATHER	November 29, 2002
DORIS L	SWETE	September 27, 2002
ROBINSON M	SWIFT	June 5, 2002
ROBERT L	TURCOTTE	November 13, 2002
LORRAINE	VAN VLIET	January 29, 2002
IRENE	WHEELER	December 19, 2002
YVONNE D	ZIELENSKI	December 3, 2002
WALTER G	ZIMMERMAN	May 10, 2002

# VITAL STATISTICS

## MARRIAGES

GROOM		BRIDE	DATE OF MARRIAGE
THOMAS W	ASCI	YSMENIA J BENSON	August 9, 2002
NORMAN P	BEAUDOIN	JODY A GOLINO	June 29, 2002
BEAU J	BERNARD	ELLEN L GATZIMOS	November 16, 2002
DONALD L	BIBEAU	SABRINA C GRENIER	October 19, 2002
JAMES G	BISHOP	CHRISTINE C MARTINEAU	October 19, 2002
THOMAS E	BLACKMAN	KERRY-ANNE VETTESE	July 13, 2002
JAMES H	BOYD	JULIE R PACOAL	March 16, 2002
ALAN R	BRADIS	KARLA J NEWTON	October 5, 2002
MATTHEW R	BURGESS	CHRISTINA E GAGNON	May 17, 2002
NATHAN A	CHAUVETTE	HEATHER I COLBY	August 11, 2002
JING L	CHEN	XIAN CHEN	July 16, 2002
KENNETH W	CLOUD	MARILYN E FRASER	June 29, 2002
THOMAS T	COLGAN	SHARON E MORRISON	July 27, 2002
RICHARD P	COTE	LETIZIA MONTEFUSCO	October 10, 2002
JONATHAN D	CURTIN	HEATHER D GIANATASSIO	November 2, 2002
BERNARD W	DEFILIPPO	ERICA L JAKAITIS	August 17, 2002
PETER J	DETONE	DINA L CASSIDY	August 3, 2002
DANA P	DOWNES	KAREN A LYNCH	September 8, 2002
JOSEPH M	DUCHARME	KAREN J ROIKO	September 21, 2002
ARMAND R	DUQUETTE	LYNDA G CELATA	March 15, 2002
EDWARD J	DURSO	BEATRICE J SLAVIN	August 1, 2002
CHRISTOPHER M	FAMIGLIETTI	MELISSA M VINCENT	May 18, 2002
ALAIN F	FAVREAU	NANCY J GRIEB	April 12, 2002
LARRY M	FLAGG	AMY K MCDONOUGH	May 18, 2002
JASON L	FORTIN	KAREN JOSCAK	June 1, 2002
SHAWN N	FRELIGH	NICOLE A SCHWENCK	October 12, 2002
RYAN J	GILL	ELIZABETH A KUHN	August 10, 2002
STEVEN P	GOSSSELIN	KAREN A ROSSIGNOL	May 25, 2002
MAURICE G	GRANDMAISON	RUTH E LAMBERT	April 13, 2002
BRADFORD S	HALL	KIERSTEN L GAUVIN	April 20, 2002
ERIK J	HALL	KATHERINE A ZAVORSKI	August 10, 2002
RENE F	HALLEE	HANNAH D RENAUD	June 15, 2002
R J	HATIN	RONDA L JUTRAS	August 31, 2002
STEPHEN P	HEBERT	MIO TAKAMASU	March 29, 2002
MICHAEL R	JOHNSON	STEPHANIE A PLANCHET	December 14, 2002
SCOT S	JOSCELYN	JENNIFER L CURTIN	October 12, 2002
LEON J	JUSZKIEWICZ	LISA A MILLETTE	October 20, 2002
MICHAEL P	KAVANAUGH	MARIELA M CROSA	May 16, 2002
PETER A	KEEFE	MAUREEN H CONRAD	December 6, 2002
DAVID S	KULA	MARY B HARDIMAN	May 11, 2002
GARY K	LAING	ANTONIA M CABRAL	July 26, 2002
WALTER E	LESSARD	MONIQUE S DEXTRAZE	April 23, 2002
HILARY B	LUMMER	MISTY E LAMPRON	June 8, 2002
DANIEL G	MASSE	JOSEE L LAINESSE	June 1, 2002
JOHN P	MAUL	NANCI L MELI	August 3, 2002
ROBERT N	MAVENYENGWA	ANNMARIE M BARRIE	September 20, 2002
MICHAEL P	MAYO	DAWNA L BRIEN	September 21, 2002
LEON C	MCFARLAND	DAVENIE A LOZEAU	April 6, 2002
JOSHUA O	MCLAUGHLIN	SABLE S NEDWICKE	March 3, 2002

DONALD E	MCLEAN	CATHERINE W CONNORS	August 24, 2002
CHRISTOPHER L	MCMICHAEL	HEATHER M BARTLETT	August 24, 2002
MATHEW R	MICHAUD	JULIE E CUFF	March 8, 2002
LARRY W	MILLER	MARGUERITE M BOISVERT	February 14, 2002
SHAWN P	MILLERICK	JAYNE MARCUCCI	October 19, 2002
MICHAEL J	MORAROS	REBECCA N JOPE	July 5, 2002
KENNETH R	MURBY	EVE E EISENBISE	September 14, 2002
GREGORY J	NATT	GAIL M DUPUIS	July 6, 2002
RICHARD A	NEILSEN	PENNY SAMPSON	August 24, 2002
ROBERT D	NELSON	ANGELA L ISENBARGER	October 12, 2002
KURT P	NIEBEL	JULIE J LYON	July 27, 2002
JUSTIN M	NORMANDIN	HEATHER A ANDERSON	December 26, 2002
ROBERT F	PARKER	JAYNICE E DUFFY	July 15, 2002
DANA A	PARTIS	CHRISTAL A HORNE	June 22, 2002
DAVID M	PELTAK	GEORGETTE M HELLINGS	May 10, 2002
ARMAND L	PEPIN	LAURIE A BOCCELLI	November 16, 2002
MICHAEL E	PHILIBOTTE	BARBARA L DUBOIS	October 5, 2002
RICHARD A	PLESSNER	LAUREL A BROWN	September 21, 2002
JOHN D	REYNOLDS	AIMEE M BAXTER	February 23, 2002
LOUIS J	RYLANT	HOLLY J JENKINS	August 10, 2002
ROBERT E	SCHLICKMAN	GRACE M GIBBY	May 18, 2002
RICHARD L	SIZEMORE	DIANE D CARRIGG	May 18, 2002
RICHARD A	SMITH	SUSAN J CARR-CARTER	February 2, 2002
ADAM M	TERRIBILE	JACQUELINE J DIANA	January 5, 2002
JASON R	THURSTON	MELANIE J SILVA	April 20, 2002
STEVEN D	TYMA	LORRAINE R CROSS	May 18, 2002
MATTHEW J	WALL	MELISSA A TIMMINS	October 12, 2002
CHARLES L	WRENN	PAMELA L KANE	September 28, 2002
SCOTT A	YERGEAU	JENNIFER A GIRARD	June 1, 2002

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# ZONING BOARD OF ADJUSTMENT

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The Hooksett Zoning Board of Adjustment has the power to:

1. Decide appeals from the administrative decisions of the municipal officials or boards responsible for issuing permits or enforcing the Zoning Ordinance.
2. Approve special exceptions as provided for in the Zoning Ordinance.
3. Grant variances from the terms of the Ordinance.
4. Grant gravel excavation permits.

The Hooksett Zoning Board of Adjustment had a very hectic year. During the period of July 2002 through June 2003, the Zoning Board of Adjustment reviewed the following applications:

A total of 48 applications consisting of:

35 Variances  
24 Special Exceptions  
2 Appeals  
1 Gravel Permit  
1 Re-hearing

The Zoning Board of Adjustment revenues collected during July 2002 through May 2003 totaled: \$4,889

The following individuals were members during 2002-2003:

Larry Abruzzesa, Chair	Term expires 6/2004
Alan Rozwadowski, Vice-Chair	Term expires 6/2003
Charles (Randy) Holt	Term expires 6/6/2005
Tracy Murphy Roche	Term expires 6/2005
Ron Dion	Town Council Rep
Dick Johnston, alternate	Term expires 6/2004
Joan Holleran, alternate	Term expires 6/2003
Lonnie Wright, alternate	Term expires 6/2005

The Hooksett Zoning Board of Adjustment meets on the second Tuesday of each month at the Hooksett Municipal Building. All meetings are open to the public.

Respectfully submitted,

Jo Ann Duffy  
Administrative Assistant



Photography by: Jo Ann Duffy

Zoning Board of Adjustment  
Back Row Left to Right: Ronald Dion, Tracy  
Murphy Roche, Joan Holleran, Lonnie Wright  
Front Row: Randy Holt, Alan Rozwadowski

# **Hooksett School District Annual Report**

**2002-2003 Annual School Reports**

**2003-2004 School Warrant and Budget**





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**OFFICERS OF THE HOOKSETT SCHOOL DISTRICT  
FOR THE 2002-2003 SCHOOL YEAR**

**MODERATOR**

David W. Hess

**CLERK**

Lisa I. L'Heureux

**TREASURER**

Henry L. Roy

**SCHOOL BOARD**

Rebecca (Becky) Berk, Chair.....	Term Expires 2004
James Sullivan, Vice Chair.....	Term Expires 2006
Joanne M. McHugh, Clerk.....	Term Expires 2005
John Pieroni .....	Term Expires 2006
Margaret (Peggy) Teravainen.....	Term Expires 2005

**SUPERINTENDENT OF SCHOOLS**

Mr. Robert A. Suprenant

**ASSISTANT SUPERINTENDENT OF SCHOOLS**

Mr. Eric H. Wigode

**BUSINESS ADMINISTRATOR**

Mrs. Sally D. Waterhouse

**ADMINISTRATIVE OFFICE**

School Administrative Unit #15

90 Farmer Road

Hooksett, New Hampshire 03106

(603) 622-3731

*The Hooksett School District is an Equal Opportunity Employer.*

# REPORT OF THE HOOKSETT SCHOOL DISTRICT ELECTION

## March 11, 2003

The polls were promptly opened at 6:00 a.m. and closed at 7:00 p.m. by David W. Hess,  
School District Moderator.

A total of 1,051 valid votes were cast.

The results of the School District Election were as follows:

### **SCHOOL BOARD (three-year term)**

Steven Anfuso	276
John Pieroni	566
Jim Sullivan	694
Write Ins	12
Blanks	554

### **SCHOOL DISTRICT MODERATOR (one-year term)**

David W. Hess	853
Write Ins	9
Blanks	189

### **SCHOOL DISTRICT CLERK (one-year term)**

Write Ins	65
Blanks	986

### **SCHOOL DISTRICT TREASURER (one-year term)**

Write Ins	61
Blanks	990

Articles 2 through 6 were all majority votes and the results are as follows:

	<u>YES</u>	<u>NO</u>	<u>BLANKS</u>
Article 2	735	277	39
Article 3	791	226	34
Article 4	655	347	49
Article 5	730	294	27
Article 6	402	622	27

One thousand fifty-one registered voters cast their ballots. Twelve of these 1,051 total voters casted their ballots by absentee. There was a total of 6,178 registered voters not including those voters who registered at the polls on March 11, 2003. Compared to 2002, there were 1,404 fewer votes cast in the 2003 election.

Respectfully submitted,

Lisa I. L'Heureux, Clerk  
Hooksett School District

**HOOKSETT SCHOOL DISTRICT WARRANT**  
**DELIBERATIVE SESSION #1**  
**February 7, 2003**

**I. Call to Order**

The meeting was called to order at 7:00 p.m. by School District Moderator David Hess. Those in attendance included School Board Members Becky Berk, John Pieroni, Jim Sullivan, Joanne McHugh, and Peggy Teravainen; Superintendent of Schools, Robert Suprenant; Assistant Superintendent, Eric Wigode; Sally Waterhouse, Business Administrator; Bill Estey, Underhill School Principal, Linda McAllister, Underhill School Assistant Principal; Carol Soucy, Village School Principal; Ron Pedro, Memorial School Principal, Becky Wing, Memorial School Assistant Principal; Marge Polak, Special Education Director; Gordon Graham, School District Attorney and at various times, 32 members of the staff and community.

**II. Proof of Posting**

David Hess provided proof of posting.

**III. Article 1**

David Hess read the Article and it was passed without discussion.

**IV. Article 2**

Was read by David Hess, Peggy Teravainen moved to adopt the Article as written, Becky Berk seconded the motion. Peggy Teravainen discussed the \$75,000 already in the fund and explained the special education fund is for students who move into the district after the budget is approved.

Jim Michaud asked what was the surplus at the end of last year. Sally Waterhouse answered \$266,000 was left. No further discussion.

**V. Article 3**

Joanne McHugh moved to accept the Article as written and Jim Sullivan seconded the motion. Joanne McHugh discussed that anticipated building repairs in the past included repairs for heating, plumbing and removing obsolete chemicals.

**VI. Article 4**

John Pieroni moved to accept the Article as written and Peggy Teravainen seconded the motion. Mr. Pieroni discussed the school budget which included additional costs to the new middle school, such as utilities, maintenance, health insurance, teacher raises, etc.

Jim Michaud asked what the estimated tax rate impact would be. John Pieroni answered \$2.28 per thousand increase. Follow up question from Mr. Michaud as to how much the school board cut from the budget? Becky Berk answered \$100,000.

## VII. Article 5

Becky Berk moved to accept the Article as written and Joanne McHugh seconded the motion. Mrs. Berk addressed the tuition agreement and schedules with the Manchester School District. She stated that on May 2001, Manchester gave notice of termination and renegotiation to Hooksett. A 20 year agreement with provisions for early termination was discussed. She spoke upon the flexibility, representation, accountability and affordability of such an agreement

Dick Marple had a series of questions regarding the proposed agreement. Some of them included whether the New Hampshire Department of Education (NHDOE) had to approve the agreement prior to voters approving the agreement. Numerous members addressed the subject and Attorney Gordon Graham finalized the discussion stating, that all parties, Manchester, Hooksett, Bedford, Candia and Auburn wanted to agree to the agreement and wanted voters to pass the agreement before asking the NHDOE for approval.

Dick Marple questioned whether the terms "agreement" and "contract" were synonymous in this agreement. David Hess replied yes. Dick Marple continued to question if one of the parties did not approve the agreement are we back to square one. Attorney Graham answered yes. Dick Marple had a continuing question period where he tried to understand the contents of the agreement in laymen's terms.

Jim Michaud then questions when the contract starts. Becky Berk answered July 1, 2003. Mr. Michaud continued questioning whether there were any costs to this agreement in this year's budget. Becky Berk answered with a yes, there are no costs to this agreement in the budget voters are voting on. It was discussed with Manchester that the budget had already been negotiated and had some approvals and the school board did not want to include budget costs until the NHDOE approved the agreement.

Jim Michaud then asked if the other parties did not agree to the agreement is it then null and void. Becky Berk said, yes all parties need to agree to the agreement. Should one of the parties opt out then the remaining school boards will renegotiate and scale down the contract. The Hooksett School Board will negotiate a short term extension to the current tuition agreement.

Phil Denbow questioned any avenues of regress to hold back money for non-performance. Becky Berk instructed Mr. Denbow to look at page 3 of the agreement where there is a performance clause and a process to follow if Hooksett believes that Manchester is in breach of its performance.

Patrick Long questioned if we had a guaranteed number of Hooksett students that are capped at Central and West. Becky Berk answered yes and Manchester will shuffle their Manchester students around to accommodate the guaranteed number of students Hooksett is sending.

Dick Marple questioned whether Hooksett was in fact enriching the Manchester students. Becky answered no we are paying to upgrade Hooksett students.

Tom Young questioned whether Hooksett could build a high school if the community was behind it at a better cost. He also questioned whether the Hooksett School Board talked to surrounding towns about building a cooperative high school for our students and take in tuition students from other towns. Becky Berk said Auburn and Candia looked at it together but decided not to. Mrs. McHugh said over the past 5 years this issue has come up and in 1996 a vote was taken by this community and it was overwhelmingly voted not to go forward.

Ed Ithier stated if we had our own school we would have to look at the curriculum we could offer. Manchester offers more and the contract gives us time to look at building our own school.

Alex Wilson questioned whether the contract addressed such problems like the heating problem at Central High School this past week. He suggested we need to look at all the renovations.

### **VIII. Article 6**

Jim Sullivan moved to accept the article as written and Peggy Teravainen seconded the motion. Jim Sullivan addressed the 7 acres outlined on a map available to the public to view.

Joan Bailey stated she lives across from the wastewater treatment facility and wanted to know the intended use of his land. Mr. Bruce Kudrick, Superintendent of the Hooksett Wastewater Sewer Department spoke about the land being used for evacuation of Hooksett Memorial School when necessary. The Department is looking to turn the biosolids into a Class A from a Class B by taking biosolids mix and adding ash, and offering compost to town residents for their gardens.

Mrs. Bailey spoke of the horrible smell that she experienced during their last trial of biosolids mix. She could not leave her windows open, she could not go outside, she became ill and stated she is not against the facility but there needs to be a solution to the horrible smell.

Jim Michaud questioned whether there was any compensation for the land. Jim Sullivan answered no it is exchanging land from one Hooksett town department to another Hooksett town department.

Jim Michaud asked whether the land transfer had to go before the Hooksett Planning Board. Mrs. McHugh said yes, all land transfers have to be brought before the planning board.

A motion was made on the floor and David Hess, Moderator adjourned the meeting at 8:27 p.m.

Respectfully submitted,

Lisa I. L'Heureux  
School Board District Clerk

**HOOKSETT SCHOOL DISTRICT  
DELIBERATIVE SESSION #2  
MEETING BALLOT  
MARCH 11, 2003**

1. To choose the following school district officers:
  - a. (2) School Board Members                      3-year term
  - b. School District Treasurer                      1-year term
  - c. School District Clerk                      1-year term
  - d. School District Moderator                      1-year term
  
2. To see if the school district will vote to raise and appropriate up to the sum of twenty-five thousand dollars (\$25,000) to be placed in the Special Education Expendable Trust Fund, such sum to be funded from the June 30, 2003, undesignated fund balance (surplus). (Recommended by the School Board) (Recommended by the Budget Committee)
  
3. To see if the school district will vote to raise and appropriate the sum of ten thousand dollars (\$10,000) for the purpose of unanticipated building repairs. (Recommended by the School Board) (Recommended by the Budget Committee)
  
4. To see if the school district will vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the Warrant, or as amended by vote of the first session, for the purpose set forth therein, totaling seventeen million, nine hundred eighty thousand, three hundred seven dollars (\$17,980,307). Should this article be defeated, the operating budget shall be seventeen million eight hundred eighty-four thousand, six hundred twenty-six dollars (\$17,884,626), which is the same as last year, with certain adjustments required by previous action of the Hooksett School District, or by law or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (Recommended by the School Board) (Recommended by the Budget Committee)
  
5. Shall the District vote to approve a tuition agreement with the Manchester School District for the education of district high school students in Manchester as negotiated by the School Board which, among other things, provides for an initial term of twenty (20) years beginning September 2003 and calls for the payment of tuition based on high school operating costs per high school pupil and the payment of a capital charge based on a shared cost of additions and renovations to Manchester High Schools and provides further for the early termination of the agreement on the fifth, tenth and fifteenth anniversary of the agreement so long as the District remains responsible for the capital cost component for a minimum of ten (10) years; and further, to authorize the School Board to submit the agreement to the State Board of Education for approval pursuant to RSA 194:22 and to authorize the School Board to take up such other and further acts necessary to give effect to this resolution, including the adoption of minor amendments to the agreement from time-to-time during its term, without further action by the School District meeting. (Recommended by the School Board)
  
6. To see if the School District will vote to authorize the School Board to convey part of the land on which the Hooksett Memorial School is situated, consisting of approximately seven (7) acres, on the far westerly side of the parcel, to the Town of Hooksett, on such terms and conditions as the School Board shall determine are in the best interest of the District. (This land will be used by the Hooksett Wastewater Department for the further expansion of the wastewater treatment facility) (Recommended by the School Board)



## ANNUAL REPORT OF THE HOOKSETT SCHOOL BOARD

Dear Fellow Citizens:

For the past several years, the Hooksett School District has relied on its Local Educational Improvement Plan (LEIP) as a guide to strategic planning and progress. Developed in 1998 through a community/school district committee process, the LEIP touches on nearly every aspect of education in our schools, including teacher training and development, academic standards and curriculum development, accountability, communication with the public, school facilities and technology, to name a few.

Perhaps the most significant long-term development this year has been the major school construction currently under way. The David R. Cawley School, named after a beloved teacher, mentor and administrator with 31 years of service to Hooksett schools under his belt, will open in September as a grade 6-8 middle school. Memorial School is also under construction and will reopen in 2004 as a renovated and expanded school for grades 3-5. Principals Ron Pedro and Carol Soucy, along with SAU administrators Robert Suprenant and Sally Waterhouse, have devoted an astonishing number of hours to the planning and oversight of these facilities. In addition, many volunteers, including citizens, parents and students, have participated on various committees associated with these new facilities, from name recommendations for the new school to color scheme selections. The School Board extends its thanks and appreciation for their tenacity, commitment and dedication.

Significant progress has been made this year on reporting student progress to parents in a more meaningful way. In an effort to ensure that each child at a given grade level is taught the same set of skills, ideas and concepts, a set of standards has been completed for all subject areas in all grade levels that are closely modeled on those used in state assessment tests. Report cards with new reporting formats were developed and refined this year for grades K-5. In addition to letter grades for subject areas, the reporting now also includes ratings of specific proficiencies (skills and knowledge) that allow parents to more clearly understand their child's progress toward very particular benchmarks. The revision of report card formats will begin this coming year for grades 6-8.

When the school year begins in September 2003, families will, for the first time, be able to use before- and after-school services hosted at school facilities as well as a revenue-neutral breakfast program. With no impact on the tax rate and with payment plans arranged directly between the families and the provider, these arrangements will provide greater convenience and flexibility for working parents and their children.

Other policy work was completed as well. After an extensive review of research findings, the School Board lowered the class size policy for grades K-2 down to 20 students per class. Recognizing that a solid foundation in the early years with greater attention to each student can reap profound and lasting benefits. The Board changed this policy with the full understanding that such a change can only be accomplished and maintained long-term with community support for the necessary staff, funding and facility space.

The School Board is keenly aware that education expenses comprise the largest percentage of the Hooksett tax bill. Communication with you, the taxpayer, will be increasingly important as we navigate a way to balance the needs of student education with the taxpayer burden, continual growth and new legislative initiatives such as President Bush's "No Child Left Behind" Act. We welcome the opportunity to serve and invite your comments, suggestions and constructive criticisms as we move forward.

Sincerely,

Becky Berk  
Hooksett School Board Chair

# ANNUAL REPORT OF THE SUPERINTENDENT OF SCHOOLS July, 2003

These are exciting times in the Hooksett community. As your Superintendent of Schools, it is with pride and pleasure that I submit to you this annual report. The 2002-2003 school year has proven to be one of great achievement and promise for the Hooksett School District. In addition to curriculum and programming initiatives established by the School Board and administration at their annual retreat, construction of school facilities and the signing of the high school agreement highlighted the school year.

Curricular related initiatives reached different levels of accomplishment this year. First, a new report card system was implemented at the primary and elementary grades. This new reporting system provided greater detail for parents of student progress toward specific academic skills. By all accounts, the revised system has been well received. Commendations to Special Education Director Marge Polak for the leadership she provided to the District with this initiative.

Personalizing education in a safe and nurturing environment is a continuous objective of the School District. I am pleased to report that, for the first time in our District's history, the Board will be offering a before and after school program for our elementary school students. Providing this service to our parents will create a safer and more contemporary student environment. The District has contracted these services with a private provider resulting in no cost to the general taxpayer. Summer programming, after school Algebra tutors, and ongoing teacher training designed to help our professional staff meet the needs of diverse learners are all-important initiatives within our District.

Beginning in September of 2003, our teachers and administrators will be participating in Project ASPIRE, an SAU specific focus designed to improve our students' reading abilities. ASPIRE is an acronym for Advancing Student Performance through Improved Reading Education. It is our hope that, through consistent reading instructional practices, significant improvements will be realized in our student readers.

In January of 2002, the United States Congress reauthorized the Elementary and Secondary Education Act, more commonly known as No Child Left Behind. While the Act purports to increase public school accountability along with increased public school funding, some controversy has surrounded this legislation. Nevertheless, in accordance with federal mandates, our school district will be required to identify highly qualified teachers, annually test our students to a different statewide testing system, and will need to demonstrate continuous improvement through student test data. We welcome these challenges in the spirit for which they are intended.

New and renovated school facilities are certainly highlights of this school year as the District addresses our serious space shortages. Construction is nearly complete on our new middle school on Whitehall Road. As of this writing, we are scheduled to open on time in September. The new facility has been named the David R. Cawley Middle School, honoring our former Superintendent of seventeen years. Mr. Cawley was a dedicated, passionate educator who always made decisions with the interest of children first and foremost. It is certainly fitting that Hooksett's first new school since 1962 be named after this outstanding individual.

In April, construction began on additions and renovations to Hooksett Memorial School. This project will double the size of that facility and serve our students in grades three through five beginning in September of 2004. A special note of appreciation to all Hooksett residents for funding these important projects. To help with the decision about the future of Village School, the School Board has appointed a committee of citizens to explore potential future uses for that building. This Committee, chaired by Peter Farwell and Leslie Nepveu, is due to report to the Board in November.

Following two years of negotiations, your School Board reached agreement with the Manchester School District for the long-term education of our high school students in Manchester. A \$105 million renovation and construction bond in the city will insure our students continued quality programming in updated facilities. The contract offers long-term security with flexibility for future local exploration.

Much is happening in our community and so, more than ever, it takes effective leadership to maintain a consistent course of action to best meet the needs of our student population. We are fortunate to have a dedicated and knowledgeable School Board to serve as policy makers in the District. Effectively executing those policies are outstanding leaders that include Assistant Superintendent Eric Wigode, Business Administrator Sally Waterhouse, Principals Carol Soucy, Bill Estey, and Ron Pedro, and Special Education Director Marge Polak.

Hooksett can be proud of its excellent teachers and staff. They are dedicated individuals who serve our students tirelessly and skillfully. Thank you to all members of our school community and I look forward to seeing you at the Cawley Middle School opening ceremonies in October.

Respectfully submitted,

Robert A. Suprenant  
Superintendent of Schools

Acct. No.	PURPOSE OF APPROPRIATIONS (RSA 32:3, V)	War Art #	Expenditures For Year 7/1/01 to 6/30/02	Appropriations Current Year As Approved By DRA	SCHOOL BOARD'S APPROPRIATIONS FOR ENSUING FISCAL YEAR		BUDGET COMMITTEE'S APPROPRIATIONS FOR ENSUING FISCAL YEAR		
					RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED	
1000-1999	INSTRUCTION								
1100-1199	Regular Programs	4	7,293,796.26	8,775,550.49	9,560,232.00	XXXXXXXXXXX	9,560,232.00	XXXXXXXXXXXX	XXXXXXXXXXXX
1200-1299	Special Programs	4	2,102,940.31	2,197,815.15	2,445,703.00		2,445,703.00		
1300-1399	Vocational Programs								
1400-1499	Other Programs	4	45,019.88	71,270.00	71,777.00		71,777.00		
1500-1599	Non-Public Programs								
1600-1899	Adult & Community Programs								
2000-2999	SUPPORT SERVICES								
2000-2199	Student Support Services	4	618,335.05	563,941.27	625,593.00	XXXXXXXXXXX	625,593.00	XXXXXXXXXXXX	XXXXXXXXXXXX
2200-2299	Instructional Staff Services	4	155,641.50	153,870.68	151,306.00		151,306.00		
	GENERAL ADMINISTRATION								
2310 840	School Board Contingency					XXXXXXXXXXX		XXXXXXXXXXXX	XXXXXXXXXXXX
2310-2319	Other School Board	4	70,743.44	38,125.00	36,981.00		36,981.00		
	EXECUTIVE ADMINISTRATION								
2320- 310	SAU Management Services	4	295,665.00	325,813.00	337,433.00	XXXXXXXXXXX	337,433.00	XXXXXXXXXXXX	XXXXXXXXXXXX
2320-2399	All Other Administration								
2400-2499	School Administration Service	4	615,701.61	558,712.57	610,144.00		610,144.00		
2500-2599	Business								
2600-2699	Operation & Maintenance of plant	4	632,488.57	620,047.84	904,570.00		904,570.00		
2700-2799	Student Transportation	4	567,476.96	644,123.00	667,888.00		667,888.00		
2800-2999	Other Support Service								

Budget of the School District of HOOKSETT

Acct. No.	PURPOSE OF APPROPRIATIONS (RSA 32:3, V)	War Art #	Expenditures For Year 7/1/01 to 6/30/02	Appropriations Current Year As Approved by DRA	SCHOOL BOARD'S APPROPRIATIONS FOR ENSUING FISCAL YEAR		BUDGET COMMITTEE'S APPROPRIATIONS FOR ENSUING FISCAL YEAR	
					RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED
3000-3999	NON-INSTRUCTIONAL SERVICES	4	4,239.00	4,000.00	4,500.00		4,500.00	
4000-4999	FACILITIES ACQUISITIONS & CONSTRUCTION	4	1,387,875.53	16,200.00	16,200.00		16,200.00	
5000-5999	OTHER OUTLAYS		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX		XXXXXXXXXX	XXXXXXXXXX
5110	Debt Service - Principal	4	0		1,023,850.00		1,023,850.00	
5120	Debt Service - Interest	4	0	564,422.00	851,400.00		851,400.00	
	FUND TRANSFERS		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX		XXXXXXXXXX	XXXXXXXXXX
5220-5221	To Food Service	4	358,201.83	421,059.00	448,730.00		448,730.00	
5222-5229	To Other Special Revenue							
5230-5239	To Capital Projects	4	855,849.06	20,668,850				
5251	To Capital Reserves							
5252	To Expendable Trust (*see below)			35,000.00				
5253	To Non-Expendable Trusts							
5254	To Agency Funds	4	203,300.01	224,000.00	224,000.00		224,000.00	
5300-5399	Intergovernmental Agency Alloc.							
	Supplemental							
	Deficit							
	SUBTOTAL 1		15,207,274.01	35,882,800	17,980,307.00		17,980,307.00	

PLEASE PROVIDE FURTHER DETAIL:

\* Amount of line 5252 which is for Health Maintenance Trust \$ \_\_\_\_\_ - 0 - \_\_\_\_\_ (see RSA 198:20-c,v)

If you have a line item of appropriations from more than one warrant article, please use the space below to identify the make-up of the line total for the ensuing year.

ACCT. No.	W.A. No.	Amount	ACCT.No.	W.A. No.	Amount

Special warrant articles as defined in RSA 32:3, VI, as appropriations 1) petitioned warrant articles; 2) appropriations is raised by bonds or notes; 3) appropriations to a separate fund created pursuant to law, such as capital reserve funds or trust funds; and 4) an appropriation designated on the warrant as a special article or as a nonlapsing or nontransferable article.

Acct No.	PURPOSE OF APPROPRIATIONS (RSA 32:3, V)	Warr Art. #	Expenditures for Year 7/1/01 to 6/30/02	Appropriations Current Year As Approved By DRA	SCHOOL BOARD'S APPROPRIATIONS FOR ENSUING FISCAL YEAR		BUDGET COMMITTEE'S APPROPRIATIONS FOR ENSUING FISCAL YEAR	
					RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED
SPECIAL WARRANT ARTICLES								
5252	SPED Expend Trust	2	50,000	25,000	25,000	25,000		
4000	Construction Bond			20,668,850				
5120	Interest Expense			564,422				
SUBTOTAL 2 Recommended					25,000	25,000	25,000	XXXXXXXXXX

\* Included on Pages 1 & 2

Budget of the School District of HOOKSETT

Please note: "Individual" warrant articles are not necessarily the same as "special warrant articles". Examples of individual warrant articles might be: 1) Negotiated cost items for labor agreements; 2) Leases; 3) Supplemental appropriations for the current year for which funding is already available; or 4) Deficit appropriations for the current year which must be funded through taxation.

Acct No.	PURPOSE OF APPROPRIATIONS (RSA 32:3, V)	Warr Art. #	Expenditures for Year 7/1/01 to 6/30/02	Appropriations Current Year As Approved By DRA	SCHOOL BOARD'S APPROPRIATIONS FOR ENSUING FISCAL YEAR		BUDGET COMMITTEE'S APPROPRIATIONS FOR ENSUING FISCAL YEAR		
					RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED	
INDIVIDUAL WARRANT ARTICLES									
2600	Unanticipated Building Repairs	3	10,000	10,000	10,000		10,000		
1100	Collective Bargaining Agreement			221,784					
SUBTOTAL 3 Recommended					XXXXXXXXXXX	10,000	XXXXXXXXXXX	10,000	XXXXXXXXXX

\* Included on Pages 1 & 2

Acct No.	SOURCE OF REVENUE	Warr. Art.#	Actual Revenues Prior Year	Revised Revenue Current Year	ESTIMATED REVENUE For Ensuing Fiscal Year
<b>REVENUE FROM LOCAL SOURCES</b>			<u>XXXXXXXXXX</u>	<u>XXXXXXXXXX</u>	<u>XXXXXXXXXX</u>
1300-1349	Tuition		23,182.64	8,000	15,000
1400-1449	Transportation Fees		21,696.32	15,000	15,000
1500-1599	Earnings on Investments		31,044.55	25,000	25,000
1600-1699	Food Service Sales		247,558.43	240,000	329,730
1700-1799	Student Activities				5,000
1800-1899	Community Services Activities		3,699.00		
1900-1999	Other Local Sources		10,377.18	12,000	7,000
<b>REVENUE FROM STATE SOURCES</b>			<u>XXXXXXXXXX</u>	<u>XXXXXXXXXX</u>	<u>XXXXXXXXXX</u>
3210	School Building Aid				307,155
3220	Kindergarten Aid				
3230	Catastrophic Aid		224,567.99	133,083	157,956
3240-3249	Vocational Aid				
3250	Adult Education				
3260	Child Nutrition		8,372.00	8,000	9,000
3270	Driver Education		18,614.00	10,000	10,000
3290-3299	Other State Sources				
<b>REVENUE FROM FEDERAL SOURCES</b>			<u>XXXXXXXXXX</u>	<u>XXXXXXXXXX</u>	<u>XXXXXXXXXX</u>
4100-4539	Federal Program Grants		50,098.14	111,000	61,584
4540	Vocational Education				
4550	Adult Education				
4560	Child Nutrition		63,219.00	60,000	70,000
4570	Disabilities Programs		172,943.19	113,000	162,416
4580	Medicaid Distribution		24,099.12	15,000	15,000
4590-4999	Other Federal Sources (except 4810)				18,975
4810	Federal Forest Reserve				
<b>OTHER FINANCING SOURCES</b>			<u>XXXXXXXXXX</u>	<u>XXXXXXXXXX</u>	<u>XXXXXXXXXX</u>
5110-5139	Sale of Bonds or Notes			20,668,850	
5221	Transfer from Food Service - Spec. Rev. Fund				
5222	Transfer from Other Special Revenue Funds				
5230	Transfer from Capital Project Funds				
5251	Transfer from Capital Reserve Funds				

OTHER FINANCING SOURCES CONT.		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
5252 Transfer from Expendable Trust Funds				
5253 Transfer from Non-Expendable Trust Funds				
5300-5699 Other Financing Sources				
5140 THIS SECTION FOR CALCULATION OF RAN'S (REIMBURSEMENT ANTICIPATION NOTES) PER RSA 198:20-D FOR CATASTROPHIC AID BORROWING				
RAN, Revenue This FY _____ less				
RAN, Revenue Last FY _____				
= NET RAN				
Supplemental Appropriation (Contra)				
Appropriations Voted From Fund Balance		90,000	25,000	25,000
Fund Balance to Reduce Taxes		157,617	266,530	50,000
<b>TOTAL REVENUES AND CREDITS</b>		<b>1,147,088.56</b>	<b>21,710,463</b>	<b>1,283,816</b>

**BUDGET SUMMARY**

	Current Year Adopted Budget	School Bd's Recommended Budget	Budget Comm. Recommended Budget
SUBTOTAL 1 Appropriations Recommended	35,882,800	17,980,307	17,980,307
SUBTOTAL 2 Special Warrant Articles Recommended	*	25,000	25,000
SUBTOTAL 3 "Individual" Warrant Articles Recommended	*	10,000	10,000
<b>TOTAL Appropriations Recommended</b>	<b>35,882,800</b>	<b>18,015,307</b>	<b>18,015,307</b>
Less: Amount of Estimated Revenues & Credits (from above)	21,710,463	1,283,816	1,283,816
Less: Amount of Cost of Adequate Education (State Tax/Grant)*	7,295,644	8,091,990	8,091,990
Estimated Amount of Local Taxes To Be Raised For Education	6,876,693	8,639,501	8,639,501

\*included on page 3

Maximum Allowable Increase to Budget Committee's Recommend Budget per RSA 32:18 \_\_\_\_\_ (See Supplemental Schedule with 10% Calculation)

\* Note: You will also be required to pay a State Education Tax RSA 76:3 and you may be required to pay an additional excess education tax in the amount of \$0



## SCHOOL ADMINISTRATIVE UNIT #15 SALARIES Fiscal Year 2002-2003

Superintendent of School's Salary Breakdown by District share for the 2002-2003 fiscal year:

District	Percentage	Amount
Auburn	24.66	\$21,982.00
Candia	18.58	16,562.00
Hooksett	56.76	<u>50,597.00</u>
		<b>\$89,141.00</b>

Assistant Superintendent of School's Salary Breakdown by District share for the 2002-2003 fiscal year:

District	Percentage	Amount
Auburn	24.66	\$19,211.00
Candia	18.58	14,475.00
Hooksett	56.76	<u>44,219.00</u>
		<b>\$77,905.00</b>

### Hooksett School District Enrollment Data

Year	K	1	2	3	4	5	6	7	8	K-8 Sub-Total	9-12 Total	K-12 Total
92/93	115	165	142	132	132	139	123	112	123	1,183	376	1,559
93/94	111	150	145	135	128	133	138	115	114	1,169	381	1,550
94/95	96	143	131	143	131	115	142	138	116	1,155	406	1,561
95/96	114	140	123	139	148	131	116	139	145	1,195	411	1,606
96/97	93	141	142	122	136	144	129	123	139	1,169	453	1,622
97/98	104	126	141	144	137	140	143	132	123	1,190	474	1,664
98/99	106	146	138	145	159	144	143	147	131	1,259	466	1,725
99/00	109	149	158	139	153	170	157	147	154	1,336	512	1,848
00/01	149	156	166	157	156	152	176	157	150	1,419	556	1,975
01/02	107	193	147	158	162	151	156	179	153	1,406	541	1,947
02/03	119	147	202	144	153	163	149	155	181	1,413	591	2,004

### Hooksett Statistical Report As of October 1, 2002

Number of Half Days in Session.....	362	Percent of Attendance .....	96
Total District Enrollment .....	1,435	Average Student Daily Membership .....	1,389

### Capital Reserve Fund Activity

Fiscal Year Ending	Beginning Balance	Income	Interest	Expenditures	Ending Balance
June 30, 2003	\$291,625.10	\$0	\$3,231.96	\$40,000*	\$254,857.06

### Special Education Expendable Trust Fund

Fiscal Year Ending	Beginning Balance	Income	Interest	Expenditures	Ending Balance
June 30, 2003	\$100,615.72	\$25,000	\$1,147.44	\$50,000*	\$76,763.16

\*Payment was made to funds for 2001

# HOOKSETT SCHOOL DISTRICT

## Special Education Director's Report 2002-2003

During the 2002-2003 school year, the Hooksett School District provided special education and educationally related services to over 275 students between the ages of three and 21. This represents close to 12% of our student population. These students have been identified through a comprehensive referral and evaluation process, and classified in one or more of the 14 areas of disability, as defined in state and federal regulations. The services provided by the Hooksett School District are individually determined by a team of people, including parents, and are designed to ensure that each child's educational needs are met within the least restrictive environment, to the greatest extent that is possible and appropriate.

A full range of special education and educationally related services is available to Hooksett students through our community-based preschool program, at our three Hooksett schools, and the Manchester High Schools. These services as described in the Hooksett Special Education Policy and Procedures Manual as well as the District Policy Manual are located in both the District Special Education Office and the Office of the Superintendent of Schools. Through our local Child Find Program, referrals for students between the ages of birth and 21 who are suspected of having an educational disability can be made at any time by contacting the Principal, Special Education Director, or Superintendent. Child Find Screening Clinics are held twice a year and are advertised through the local media.

A continuum of educational environments is available for students identified with special needs between the ages of three and 21 to ensure access to the general curriculum. Opportunities for students include full or part-time participation in regular classrooms with specially designed modifications and/or special education instruction and consultation, individual or small group support within a resource setting and, in some instances, placements outside the local public school. Numerous educationally related services are also available, again, based upon students' individualized education programs. These include physical, occupational, and speech-language therapies, counseling, and behavior management.

The Hooksett School District annually receives federal special education funds. Project applications are submitted to the NH Department of Education for approval and funding. During the 2002-2003 school year, this entitlement money was used to support in-district programs. Special education teachers, instructional aides, and speech-language pathologists were hired to provide direct services to students. The district also contracted with consultants in the following support areas: positive behavioral interventions and supports, inclusionary practices for students with autism, occupational and speech-language therapies, child find screenings, and evaluations.

This year federal funds were also used to provide training opportunities for faculty, staff, parents, and the staff of our community-based preschools to support the Hooksett School District's mission and belief that all children will

learn. Activities focused on implementing the general education curriculum to a diverse student population, literacy development, assessment procedures, teacher evaluation, behavioral intervention, and legal issues.

The Hooksett Alternative to Out-of-School Suspension Program is a collaboration between the Hooksett School District and the Hooksett Family Services Department. Currently in its fifth year, this program serves Hooksett students in grades six through 12 and is located at the Public Library. The Hooksett School District once again thanks the Town Administrator, the Family Services Department, and the Public Library for their continued support of this project.

The Hooksett School District is a participating member of the CARE NH – Greater Manchester Regional Collaborative. The Collaborative is made up of agencies serving children, youth, and families. The goal of this group is to work together to provide systems of care to students within their own community. As part of this project the Underhill School was selected as one of 31 schools in the state to participate in Positive Behavior Interventions and Supports (PBIS) training. PBIS is a systems approach focusing on improving the positive behavior of all students. Emphasis is directed toward developing and managing safe learning environments, direct teaching of expected behavior, and utilizing school-based data to make decisions.

The New Hampshire Department of Education grants approval to all special education programs. During the 2002-2003 school year, the Hooksett School District participated in the NH Special Education Program Approval and Improvement Process. Compliance reviews were conducted (Preschool – High School) focusing on three areas of programming: *Access to the General Curriculum, Transition, and Assessment*. Suggestions for improvement included the need for common planning time to allow regular and special educators to coordinate programming efforts and additional training opportunities for paraprofessionals. The differentiated instruction initiative, new standards-based report card (K-5), facilities projects, and PBIS were cited as commendations.

On August 30, 1999, New Hampshire RSA32:11-a became effective. This law requires that each school district provide in its annual report an accounting of actual expenditures for special education programs and services for the previous two fiscal years, including offsetting revenues. This information is included in the Special Education Expenditure section of the School District report.

Thanks are extended to the Hooksett community for their efforts on behalf of all students and for their continued support of our students with educational disabilities.

Respectfully submitted,

Marge Polak  
Special Education Director

**HOOKSETT SCHOOL DISTRICT**  
**Special Education Expenditures**  
**Per RSA 32:11-a**

<b>FUNCTION DESCRIPTION <u>EXPENSES</u></b>	<b>FUNCTION <u>CODE</u></b>	<b>ACTUAL COST <u>2000-2001</u></b>	<b>ACTUAL COST <u>2001-2002</u></b>	<b>BUDGETED <u>2002-2003</u></b>
Special Education Costs	1200	\$1,957,131	\$2,050,023	\$2,160,280
Psychological Services	2140	\$59,869	\$80,085	\$63,354
Speech/Audiology Services	2150	\$159,426	\$131,343	\$116,753
Therapy and Contracted Service	2160	\$63,698	\$57,989	\$67,286
Transportation	2700	\$125,511	\$144,903	\$144,436
Federal Funds Handicapped Program		\$119,944	\$172,943	\$113,000
<b>Total Expenditures</b>		<b>\$2,485,579</b>	<b>\$2,637,286</b>	<b>\$2,665,109</b>
 <b><u>REVENUES</u></b>				
Medicaid		\$11,392	\$24,099	\$15,000
Tuitions		\$10,737	\$10,737	\$0
Catastrophic Aid		\$139,586	\$224,568	\$133,083
Federal Funds		\$131,805	\$172,943	\$113,000
<b>Total Revenues</b>		<b>\$293,520</b>	<b>\$432,347</b>	<b>\$261,083</b>

# HEALTH STATISTICS

## Hooksett Memorial, Village, and Underhill Schools

### 2002-2003

	Total Students
Vision Tests .....	1,545
Hearing Tests .....	1,500
Inspections .....	503
Heights .....	1,500
Scoliosis .....	515
Weights .....	1,500
Complaints .....	12,548
Accidents .....	39

#### Communicable Diseases

Chicken Pox .....	12
Mononucleosis .....	3
Scarlet Fever .....	4
Streptococcal .....	102
Conjunctivitis .....	26
Scabies .....	2
Fifth Disease .....	2
Impetigo .....	5
Pediculosis .....	10
Shingles .....	2
Ringworm .....	1
Pinworm .....	0
Roseola .....	0
Hand, Foot & Mouth Disease .....	2
Coxsackie Virus .....	1

	Total Students
<b>Referrals to Physicians for Treatment</b>	
Vision .....	128
Hearing .....	29
Posture .....	12
Emergency and Medical Conditions .....	867
Dental .....	21
Weight .....	12

#### Conferences

Parents .....	2,206
School Personnel .....	543
Inter-Agency .....	142
Home Visits .....	1
Staffings .....	126
Immunization Clinics .....	1
Administered doses of medications .....	3,268
CBS checks .....	334
Treatment of Hypoglycemia .....	25

Lisa Jacobson, RN

Barbara Cliff, RN

Irene Dion, RN, BSN

## HOOKSETT SCHOOL DISTRICT

### Lunch Program

Cash on hand, July 1, 2002 .....	0
Income from lunch and milk sales .....	216,692.51
Income from Fed./State reimbursements .....	74,459.00
District general fund contribution .....	0
Interest income .....	66.33
Other income: .....	60,790.55

**TOTAL REVENUE/RECEIPTS .....** 352,008.39

Expenses for labor .....	183,606.49
Cost of food .....	151,001.80
Cost of supplies .....	8,407.80
Cost for equipment/repairs .....	6,430.39
Other expenses .....	5,357.00
<b>TOTAL EXPENDITURES .....</b>	<b>354,803.48</b>

**CASH ON HAND, June 30, 2003 .....** -2,795.09

**TOTAL EXPEND/CASH ON HAND .....** 352,008.39

Meals served during the school year:

Children .....	131,896
Adult .....	4,303
Free/Reduced .....	17,698

Cost charges:

Children .....	1.50
Adults .....	2.25
Reduced .....	.40
Milk/Child .....	.40
Milk/Adult .....	.40

Please indicate amount of federal reimbursement filed for month of:

April .....	5,984.00
May .....	7,119.00
June .....	5,283.00

# HOOKSETT MEMORIAL SCHOOL

## Principal's Report 2002-2003

Hooksett Memorial School welcomed 476 students when school started in August. By June 2 of 2003, our student population rose to 489. The Hooksett Memorial School staff experienced changes in the teacher staff. Mrs. Annie Roy-Faucher joined our teaching team to teach sixth, seventh, and eighth grade French. Mrs. Maryanne Lockwood and Ms. Brooke Chaney complimented our language arts team in the seventh and eighth grades respectively.

The 2002-2003 school year was highlighted by the anticipation of the completion of our new middle school. Several committees emerged to assist with the building project. The Color Committee presented the school board with the colors of the new building's tiles, rugs, walls, cabinetry, and exterior. The Name Committee surveyed the community and developed a list of approximately seventy names for the new school building. The committee was charged with submitting five names to the school board for selection. The five names were as follows:

David R. Cawley Middle School  
Whitehall Middle School  
Hooksett Middle School  
Woodland Middle School  
Richard Ayer Middle School

After careful consideration and input from the community, the school board voted to name the new school David R. Cawley Middle School after a former educator, principal, and superintendent who served the Hooksett School District for close to thirty years.

Community members, parents, staff, and students were also involved with other committees such as the Time Capsule Committee, a team that was responsible to create a time capsule that would be sealed within a wall of the new building and would be opened in years to come. We are thankful for so many generous community members who have helped us to prepare for our transition to the David R. Cawley Middle School.

On September 27th, we hosted the district's workshop "Charlotte Danielson: Off the Bookshelf and Into the Classroom." Educators from Hooksett, Auburn, and Candia came together to attend workshops focused on Charlotte Danielson's work on *Enhancing Professional Practices: A Framework for Teaching*. Curriculum focus for the middle school

was on off grade assessments, building course syllabi with appropriate proficiencies, and building teaching strategies. Our drive to differentiate curriculum for all learners continued this year as our staff worked closely with a curriculum differentiation consultant on methods for reaching all learners. In addition, the language arts staff developed a full-scale research paper. While students in the seventh grade focused on the process of outlining in preparation for developing a paper, eighth graders utilized their knowledge of outlining to develop well-structured essays and eventually research papers. Attention to paragraph structure and appropriate documentation of sources were only two of the many areas that teachers strived to teach and improve.

Student Council elections were conducted in September under the direction of Advisor Lori Chauvette. Devin Aiken was elected President, Sierra Connell was elected Vice President, and Allyson Cleaves was elected Secretary. Elected Class Treasurers included Brianna Palhete in the eighth grade, Amy Roach in the seventh grade, and Gabrielle Velasquez in the sixth grade. The Student Council participated in and organized many events throughout the school year including dances, food drives, Pennies for Patients, other volunteer activities as well as Recognition Evening. Their hard work and dedication to the school and community is appreciated.

The Hawks PTO held its first meeting on September 11<sup>th</sup>. President Maura Ouellette, Vice President Linda Penney, Secretary Julie Bussiere, and Treasurer Kim Duckless have been a wonderful team of parents with whom to work. Their generosity to our students was constant and we truly admire their unending attention to improving our learning environment. In addition to the traditional fundraisers of Yankee Candles, Poinsettias, and dances, this year the PTO and many parent volunteers sponsored an auction that took place in May. The profit nearly doubled the amount of monies normally raised by the PTO. The PTO finished off the year with a barbecue for our students on the last day of school. The new officers that were elected in June included Maura Ouellette as the returning President, Linda Penney as the returning Vice President, Cara Donati as Treasurer and Kara Argo as Secretary. We remain ever thankful for the wonderful group of parents who support our school. Thank you.

Throughout the school year, Hooksett Memorial School participated in standardized assessments. On February 8<sup>th</sup>, a random sampling of our eighth graders took the National Assessment of Educational Progress, also known as the Nations Report Card. In May, the seventh grade participated in the Terra Nova Assessment and the sixth grade participated in the New Hampshire Educational Improvement and Assessment Program.

The sixth grade team continued their interdisciplinary study of Egypt and celebrated Egypt Night in January. Parents enjoyed this annual event of displaying student work, creating an Egyptian Tomb and participating in the Egyptian Quiz Bowl. The seventh grade followed their interdisciplinary unit on the industrial age with a visit to the Lowell Mills and visited Odiome Point as a culminating activity for their science curriculum. Eighth graders studied Shakespeare's *Romeo and Juliet* and *A Midsummer Night's Dream* in language arts and the Stock Market in mathematics class. While this is only a small sampling of the wonderful lessons that our students engaged in throughout the year, it is an example of a well thought out curriculum that links classrooms lessons to real life experiences.

The school year included a number of exciting activities. The eighth grade musical, *School House Rock Live Junior*, was directed by Mr. Andrew Lalos and performed several times for students, staff, parents, and community members. Mrs. Genni Kurtzman directed the play *A Fairy Tale Courtroom*, and utilized the talents of students from all three grades to deliver a fantastic performance. The winter and spring concerts were also directed by Mr. Andrew Lalos and Mrs. Genni Kurtzman. The talents of our Hooksett Memorial School Band and Chorus members shined throughout the year and we are grateful to have such a successful program. The Hooksett Fire Department, in recognition of National Fire Protection Week, conducted the annual Fire Fighters' Challenge with Memorial School eighth graders. Students participated in spirit competitions, the fire fighters physical endurance test, and other activities. The Hooksett Police Department and the Manchester Police Department joined forces to deliver a successful G.R.E.A.T. Program that took place in the spring. We remain thankful for the hard work of the fire department and police department for their work with our youth.

During the month of March, Hooksett Memorial School celebrated Middle School Month. This national event celebrates the middle school child and teacher. Students and staff participated in contests throughout the month and joined in a spirit rally as the culminating activity. Project Safeguard also took place in March. Parents joined their seventh grade students in attending workshops on alcohol and drug prevention, communication, parenting, and good decision-making. This full day event took place at Southern New Hampshire University.

Our school year concluded with several important events. Memorial School inducted twenty students into the National Junior Honor Society on May 8, 2003. At the Co-Curricular Awards Ceremony, sponsored by the Hawks PTO, a number of students were acknowledged for outstanding achievement. The 2002 Athletes of the Year Awards were presented to Kayla Delahanty and Joshua Last. During our annual Recognition Evening, eighth grade students received certificates and awards as they bid farewell to Hooksett Memorial School. The Hawks PTO Award was presented to Allyson Cleaves and Keith Girard. The Daughters of the American Revolution was given to Kara Donati and Kyle Shargo, and the Lions' Club Award was given to Jordan Morelli. Alexandra Griburas and Hannah Slavin were recipients of the Ray Kroc Award, and the PTA Award was presented to Ryan Vaillancourt for Technical Education and to Katelyn Hansen for Art Education. The Principal's Awards were presented to Robert Albee, Sierra Connell, Brett Anthony Martin, Justin Tremblay, and Jessica Walker. We wish our eighth graders a bright future as they move on to high school.

In closing, it is important to say a heartfelt "Goodbye" to Hooksett Memorial School as our students move to David R. Cawley Middle School. Thank you to the community for their support for the new building as well as throughout the year with educating our middle school students.

Respectfully submitted,

Ron Pedro  
Principal

# HOOKSETT MEMORIAL SCHOOL

## Staff List 2002-2003

### PRINCIPAL

Ronald Pedro

### ASSISTANT PRINCIPAL

Rebecca Wing

### TEACHERS

Jayne Abbas ..... Grade 8  
Scott Barker ..... Grade 8  
Carleen Bergquist ..... Grade 6  
Deborah Bonnin-Gibbons ..... Spanish  
Suzanne Campbell ..... Grade 6  
Brooke Chaney ..... Grade 8  
Lori Chauvette ..... Grade 8  
Margaret Collins ..... Grade 7  
Teresa Domingos ..... Special Needs  
Annie Faucher ..... French  
Angela Fernandez ..... Grade 6  
Monica Fernandez ..... Grade 7  
Kevin Fleury ..... Grade 6  
Carla Gallivan ..... Grade 6  
Kimberly Gartland ..... Grade 7  
Vincent Gartland ..... Grade 6  
Mary Horion ..... Special Needs  
Linda Lambert ..... Special Needs  
Maryanne Lockwood ..... Grade 7  
Charles Miner ..... Grade 8  
Alan Morey ..... Grade 7  
Sarah Orvis ..... Grade 8  
Jessica Payeur ..... Grade 6  
Jennifer Petrin ..... Grade 7  
Carol Ward ..... Grade 7  
Cynthia Whitcher ..... Grade 8

### SPECIAL EDUCATION DIRECTOR

Margaret Polak

### TECHNOLOGY DIRECTOR

James Colby

### LIBRARY

Mary Jean Chaput ..... Media Generalist  
Tamara Ranganathan ..... Library Associate

### NURSE

Barbara Cliff, RN

### SECRETARIES

Sylvia Perkins  
Lena Thayer

### SPECIALISTS

Elizabeth Berry ..... ESL  
Jolynn Bonin ..... Health  
Janet Butler ..... Speech  
Lucille Cook ..... Reading Specialist  
Jonathan Frazier ..... School Psychologist  
Michelle Fuller ..... Art  
Daniel Halter ..... Industrial Tech.  
Marcia Kiestlinger ..... COTA  
Genevieve Kurtzman ..... Music  
Andrew Lalos ..... Music  
Sharon McBrearty ..... Physical Education  
Anne Mulligan ..... Guidance  
Deborah Richard ..... High School Coordinator  
Maureen Sanborn ..... Guidance  
Susan Sokul ..... Consumer Science  
Patti Sullivan ..... Computer Education

### LUNCH DIRECTOR

Marsha Thompson

### LUNCH ASSISTANTS

Arlene Beaudoin  
Carolyn Dube  
Barbara Field  
Jean Stevens

### MAINTENANCE STAFF

Richard Beauchesne  
Donna Nichols  
Russell Wyman

### AIDES

Cindy Church  
Kelly Anne Gagnon  
Kay Heuss  
Brenda Mullen  
Colleen Mousseau  
Joann Patrick  
Dawn Potvin  
Leslie Schuttinger  
Susan Woodcock

# HOOKSETT VILLAGE SCHOOL

## Principal's Report 2002-2003

Hooksett Village School welcomed 316 fourth and fifth graders when the school year began on August 28. We also welcomed several new staff members to our school community. Mrs. Cindy Warhola began her service as Grade 4 General Music Teacher and Grade 4 Chorus Director. Mrs. Lisa Jacobson became our School Nurse and Ms. Crystal Boynton joined us as a Special Education Aide.

In addition to a focus on academics, each school year is marked with a number of special school events and activities. With the help of students and families, Underhill principal, Bill Estey and I did our best to create a fundraising "splash" at the Riverfest dunking booth on September 7. Other fall events included Village School's assembly to commemorate September 11 and a PTA-sponsored assembly with Lesley Smith and the Theater of Life Puppets. These assemblies conveyed messages about conflict resolution, respect, and kindness, which were remembered throughout the school year. Our annual fall Ice Cream Social and Open House gave students, teachers, parents, and the PTA a great start to the year.

Students continued to enjoy lunchtime visits with members of the Station 1 squad during "Firefighter Fridays." Members of the Hooksett Fire Department presented valuable safety reminders during Fire Prevention Week. One of the fall's highlights was a meaningful Veteran's Day assembly, which featured some of Hooksett's veterans. Children and staff were inspired to hear stories shared by Gus Schunemann, Eugene Fraser, Ray Langer, Jim Connor, Terry Anderson, Roy Lewis, and Alexander Stewart. Community Services Officer Frank Gray returned in December with his annual lessons on dog behavior and safety for fourth graders.

Students are involved in numerous learning experiences beyond the classroom. Fifth graders from Mrs. Miner's and Mr. Rivet's classes presented a play "Leading to Liberty: The Road to the American Revolution." A group of fourth graders performed a play, "The Magic Pumpkin," directed by Mrs. Dudley.

School's annual holiday and spring Band and Chorus concerts were highlights of our year. Congratulations to Band Director, Mr. Lalos and Chorus Directors, Mrs. Kurtzman and Mrs. Warhola for leading Village School's strong music program! We are proud that

Mr. Lalos was honored as "Outstanding Young Band Director" at the annual New England Band Directors Institute in July, 2002.

Reading continues as an area of focus. Enthusiastic teacher readers Mrs. Bennett, Mrs. D'Aloia, and Ms. Duchesne joined me at the Barnes and Noble Principal Read Aloud in February. Since students met the Read Aloud challenge, I dressed as a clown during our *Read Across America Day* celebration in March. Village School students and staff were able to attend a play, *Anastasia Krupnik*, at the Capitol Center. This experience was underwritten by the Hooksett PTA. The PTA also funded an exciting, informative visit with *Scooby Doo* author James Gelsey. He presented fun-filled lessons on writing mysteries.

During the '02-03 year, we recognized a number of student accomplishments and service efforts. Fifth grader Alyssa Nelson won the Village School Spelling Bee in February, after a lengthy, exciting bee which took place over two days! Intermediate state level winners in the PTA Reflections contest included Claire Penney, Brendan Covey and Kristopher Roller (Visual Arts); Deven McKiernan and Ryan Bigg (Photography); Brendan Covey (Music); and Claire Penney (Literature). Congratulations to Claire Penney, author of "Courageous Ida." She was one of three students who received the national "Award of Excellence" in the Reflections Literature category. Winners of the Elks Club contest to increase awareness of the dangers of drugs were Brittany Donovan, Haley McCarthy (Posters); and Jacob Murphy and Louis Mariano (Essays). Once again, Village School's Destination Imagination teams represented themselves well at the regional tournament, where the *Change of Direction* team placed first, and the *Theater Smarts* team was honored for its performance on the Instant Challenge.

In the areas of character education and service, Village School raised \$627 to support HERC's holiday Adopt-a-Family program. Speakers from Granite State Independent Living presented at a "Disability Awareness Day" in March. Our school also raised \$550 for the Make-A-Wish Foundation. Fifth grader Stephanie Jacobs was honored for her ongoing service as a Make-A-Wish Ambassador. Students sent books to homeless shelters by meeting *Classrooms Care* reading challenges. Students and



staff supported members of the U.S. Armed Forces, sending cards and letters to Afghanistan through Operation Heart to Heart. Letters and cards were also sent to members of the armed forces serving in the war in Iraq. Service men and women from the 109th Air National Guard Med-Evac Unit responded with heartfelt, patriotic messages. These were shared during Village School's Memorial Day assembly - led by our own Girl Scouts and Boy Scouts.

Good decision-making skills and healthy choices were promoted during the fifth graders' spring "Steps to Success" lessons, presented by Mrs. Berger and Mrs. Olkonen. One of the highlights of this program was an activity day in which Hooksett middle and high school students served on a panel discussion for the fifth graders. Thanks to Robert Albee, Kim Denis, Megan Yee, Nick Bencivenga, and Jessica St. Pierre.

Village School programs are supported and enriched by community groups and town departments. We extend our thanks to the Hooksett Police, Highway Department, Library staff, Transfer Station/Recycling Center, and Fire Department. Hooksett's Garden Club continues to help with maintenance and beautification of our courtyard and entrance areas. The Village Volunteers program was a first-time recipient of the Blue Ribbon Achievement Award for an Outstanding School Volunteer Program. During '02-03, high school students, parents, Hooksett residents, and members of the business community contributed over 1200 hours of service to the school and its students! We thank Volunteer Coordinator Barb Brennan for her efforts with this valuable program. Our Hooksett PTA continues to extend classroom learning by funding field trips and in-school presentations. This group also provides regular family events and parent education programs. Ongoing faculty and parental support as well as community involvement contributed to Village School receiving the *Parent Involvement Certification of Excellence* from the National PTA. Thanks to president Lori Macey and the PTA Board for their leadership and service to Village.

Several changes were noted at the end of the year. Village School said goodbye to Mrs. Phyllis Lembo, a five-year member of our School Lunch staff. Mrs. Nicole Piaseczny was congratulated and honored upon her retirement. We thank Mrs. Piaseczny for 24 years of dedicated service. She added her own special *flavor and flair* to the Village School Lunch program! On June 17, 2003, staff members, future students, volunteers, members of public, community departments and boards celebrated the groundbreaking for the Hooksett Memorial School building project. That building is undergoing major renovations and additions. It will reopen for third, fourth, and fifth graders for the 2004-2005 school year.

Hooksett Village School continues to be served by a dedicated, skilled faculty and staff. This year faculty professional development emphasized implementation of a standards-based report card and meeting the needs of all learners through differentiated instruction. Thanks to school secretary Mrs. Ziembra and Assistant Principal Mr. Gillen for their notable efforts at Village School. I also appreciate working with fellow Hooksett administrators, the SAU administration, and SAU support staff. Thanks to the Hooksett School Board for their ongoing leadership, support, and contributions to the district. It continues to be my privilege to serve the students, families, and community as Principal of Hooksett Village School. *Working together, we create a great place to learn!*

Respectfully submitted,

Carol B. Soucy  
Principal

# HOOKSETT VILLAGE SCHOOL

## Staff List 2002-2003

### PRINCIPAL

Carol B. Soucy

### ASSISTANT PRINCIPAL

Daniel P. Gillen

### TEACHERS

Susan Bennett ..... Grade 5  
Janet Champagne ..... Grade 4  
Patricia D'Aloia ..... Grade 4  
Denise Duchesne..... Grade 5  
Laurel Dudley ..... Sp. Ed. Grade 5  
Daniel Gillen..... Grade 5  
Kathleen Lang..... Grade 5  
Ruth Leff..... Grade 5  
Diane Miner ..... Grade 5  
Robin Nicoletti..... Sp. Ed. Grade 4  
Sarah Plocharczyk..... Grade 4  
Arthur Rivet ..... Grade 5  
Karen Roy ..... Grade 4  
Eleanor Stetson ..... Grade 4  
Barbara Thinnis ..... Grade 4  
Barbara Van Uden ..... Grade 4

### SPECIAL EDUCATION DIRECTOR

Margaret Polak

### TECHNOLOGY DIRECTOR

James Colby

### SPECIALISTS

Susan Berger .....Guidance  
Elizabeth Berry .....ESL  
Janet Butler ..... Speech  
Jonathan Frazier .....School Psychologist  
Marcia Kiestlinger ..... COTA  
Genevieve Kurtzman..... Music/Grade 5  
Andrew Lalos ..... Instrumental  
Lisa Merrill ..... Art  
Carol Olkonen..... Physical Education  
Karen Schwinger.....Reading  
Justine Sheppard .....Special Education Coordinator  
Cynthia Warhola .....Music/Grade 4

### SECRETARIES

Debra Savoie..... Special Education  
Patricia Ziembra ..... Principal

### LUNCH DIRECTOR

Marsha Thompson

### LUNCH ASSISTANTS

Deborah Jodoin  
Phyllis Lembo  
Nicole Piaseczny

### LIBRARY

Mary Jean Chaput ..... Media Generalist  
Linda Williams .....Library Associate

### NURSE

Lisa Jacobson, RN

### MAINTENANCE STAFF

Kenneth Dundon  
Douglas MacDougall  
Richard Noonan

### AIDES

Sheila Bishop  
Crystal Boynton  
Diane Cate  
Jenny Fecteau  
Amanda Weeks

## FRED C. UNDERHILL SCHOOL

### Principal's Report 2002-2003

The Fred C. Underhill School welcomed 617 students in August. We had 117 kindergartners, 147 first graders, second grade had 206 students, and third grade placed 147 students. Our second grade had nine sections in order to offer a class size conducive to a positive learning environment. We finished the school year with 117 kindergartners, 145 first graders, 198 students in second grade, and 147 in third grade.

The Underhill School introduced a new trimester reporting system this year. The critical proficiencies that have been worked at with such diligence by the teachers and administrators over the last few years is reflected in our new progress reports and grading system. The result is a product that received positive feedback from the parents. There are a few areas that will be addressed, but such a big change brought about few dissenters.

The month of September gave us the opportunity to work on a safe traffic flow pattern during our morning arrival time. Parent drop-off has been a real challenge at Underhill. We rerouted the traffic in one way patterns through the parking lot and had parents pull as far up as possible beside the gym for multiple dropoffs. This has worked well considering the number of parents who choose to drop their students off in the morning. Inside the building we upgraded our attempts to provide a safe environment for our children as we have all our faculty and staff members wear picture ID cards. Parents, visitors and volunteers wear bright orange identification badges.

An arrangement has been made with the Southern New Hampshire University to temporarily house our student population in the event of a mass evacuation and relocation. We will practice relocations to this site in the 2003-2004 school year.

The Underhill School continued its strong relationships with the Hooksett Fire, Police and Department of Public Works. The Fire Department assisted us in our safe egress plans. They also continued their "Fire Fighter Fridays" with us as they ate lunch and attended recess with our students. The Police Department were vigilant in their checking of our building and educating our youngsters when it came to false 911 calls. The Highway Department kept our parking lot and fire road quite clear considering the extreme snow conditions this year.

They also removed a dead tree that leaned dangerously over our playground area. This was one of many examples of how these departments made us a priority when it came to the safety of the Hooksett children.

Literacy has always been the core of any primary educational program and our school highlighted that with many activities throughout the school year. Our Literacy Week included Mr. James Gelsey who authors *Scooby Doo*. He captivated the young audience with his passion for writing and how they could develop their skills. Two nights of Twilight Tales were offered by Mrs. McAllister and I in conjunction with our annual Book Fair. We had our highly touted round robin of community readers this year and the Red Hatters of Manchester also visited our classrooms to expand the urge to read. Read Across America also took place within our walls as we celebrated Dr. Seuss' birthday. A group of students from the Hooksett Memorial School also read to our first graders. They were wonderful role models for the day.

We can never say enough about our relationship with the Hooksett PTA. The strength of that partnership was validated by the National PTA as the Fred C. Underhill School was recognized as one of the first five schools in the nation to receive the Parent Involvement Certification of Excellence. Our PTA continued their support of our children with their volunteer support at school events and classroom activities. Enrichment was the focus as they arranged the James Gelsey visit and funded field trips and the Hampstead Players assembly. The third grade testing got off to a great start each day as the PTA provided a breakfast snack for all our students. Birthday books were presented each month to our students as PTA volunteers allowed them to pick a favorite book in honor of their birthday. The PTA capped off a banner year with the erection of a pavilion with picnic tables in our playground area. It is a structure that offers an opportunity for our students to evade the summer sun and also teachers can use it for an outside area for an instructional unit. The PTA also sponsored the Reflections Program which highlights individual skills in the areas of Music, Literature, Photography, and Visual Arts. Three students from Underhill received one second and two third place recognitions at the state level. Our effectiveness is maximized by the PTA's involvement.

The strong family support of Underhill School was again recognized by the New Hampshire Partners in Education as we received the Blue Ribbon School Achievement Award for our outstanding volunteer program. Over 80 volunteers attended our annual Volunteer Breakfast.

Open House nights and special event nights were again spread out over two evenings because of the size of our school population. This allowed for a more orderly control of traffic in and outside of the school. The police are critical to the safe parking on those evenings.

The Underhill School continued its recycle program that received wonderful support from the Hooksett Transfer Station. Paper, cardboard, magazines and newsprint were targeted for recycle and the results were applauded. We achieved close to 3066 pounds of recycled paper, 2489 pounds of cardboard, 1466 pounds of magazines, and 288 pounds of newsprint.

As can be seen, the Underhill School is a hub for activities and events. None of this could have been accomplished without the support of many parents, teachers and community members. They make our job enjoyable!

Respectfully submitted,

William H. Estey, Principal  
G. Linda McAllister, Assistant Principal

# FRED C. UNDERHILL SCHOOL

## Staff List 2002-2003

### PRINCIPAL

William H. Estey

### ASSISTANT PRINCIPAL

G. Linda McAllister

### TEACHERS

Barbara Allard ..... Grade 1  
 Donna Amato ..... Grade 3  
 Maryann Boucher ..... Grade 1  
 Linda Burke ..... Grade 2  
 Amy Chalifour ..... Special Needs  
 Jean D'Espinosa..... Grade 2  
 Andrea Dalton..... Grade 3  
 Sandy Dubisz ..... Grade 2  
 Sharon Dugas ..... Grade 2  
 Carol Dunlee ..... Grade 2  
 Nancy Dupont ..... Grade 1  
 James Fox ..... Grade 2  
 Shannon Gum..... Grade 1  
 Olga Haveles..... Grade 1  
 Lynn Lundergan..... Special Needs  
 Christopher MacDonald..... Grade 3  
 Deborah Mahair..... Grade 2  
 Amy Miller .....Preschool  
 Cheryl Moreau ..... Grade 1  
 Tracy Ouimette .....Kindergarten  
 Lisa Pollard..... Special Needs  
 Carol Pressman .....Kindergarten  
 June Rich .....Kindergarten  
 Ralene St. Pierre ..... Grade 2  
 Ginger Saunders..... Grade 3  
 Roberta Smagula ..... Grade 2  
 Teryl Ux..... Grade 3  
 Becky Veilleux ..... Grade 3  
 Jackie Wood ..... Grade 3  
 Susan Wright..... Grade 1  
 Deborah Young..... Grade 1

### SPECIAL EDUCATION DIRECTOR

Margaret Polak

### TECHNOLOGY DIRECTOR

James Colby

### SPECIALISTS

Elizabeth Berry ..... ESL Tutor  
 Christine Bradley .....Occupational Therapist  
 Darlene Demos ..... Music  
 Priscilla Drouin..... Reading Recovery  
 Kathy Jenkins..... Physical Education  
 Marcia Kiestlinger .....Occupational Therapist  
 John Kindelan ..... Guidance Counselor  
 Jackie Leathers..... Reading Specialist

Karen Murray..... SOAR  
 Susan Niederman ..... Speech  
 Carol Olkonen..... Health  
 Jacqueline Perra ..... Speech  
 Denise Richter..... Third Grade Testing  
 Anne White ..... Art

### SECRETARIES

Irene Maurier  
 Janet McAndrew

### CLERICAL ASSISTANT

Lynn Nadeau

### LUNCH DIRECTOR

Marsha Thompson

### LUNCH ASSISTANTS

Beverly Bairam  
 Pat Bouchard  
 Janyce Demers  
 Patricia Gorton  
 Janet Paul

### LIBRARY

Mary Jean Chaput ..... Media Generalist  
 Diane Lovejoy..... Library Associate

### NURSE

Irene Dion, RN, BSN

### MAINTENANCE STAFF

Fred LaTour, Head Custodian  
 Cutler Brown  
 Teresa Gibbs  
 Raymond Huppe  
 Fred Taillon

### AIDES

Sylvie Beauchesne ..... Sue Masewic  
 Diane Cate ..... Becky McCarthy  
 Marnie Devereaux ..... Jane Murphy  
 Phyllis Dina ..... Cheryl Myers  
 Pam Garland ..... Sheila Nichols  
 Esther Haskins ..... Eleanor Stanwood  
 Linda Kleinschmidt ..... Michelle Strand  
 Judy Lessard ..... Jenny Townley

## HOOKSETT MEMORIAL SCHOOL CLASS OF 2003

Truman Abernathy  
Lindsay Adams  
Victoria Adewumi  
Amanda Ahlman  
Arthur Aiken  
Robert Albee  
Marqui Allen  
Troy Alois  
Alexandra Amadeo  
Jillian Ammann  
Amanda Andrusick  
Antonio Arruda  
Joshua Bailey  
Katelyn Barnum  
Matthew Belanger  
Collin Bellaud  
Stephanie Betts  
Samantha Bigg  
Karina Bishop  
Samantha Bold  
Karrie Bordalo  
Jennifer Boucher  
Marybeth Boucher  
Sarah Bowler  
Charles Brunelle  
Heather Buchanan  
Brittney Buckland  
Jonathan Burke  
Christie Bussiere  
Christine Carlson  
Ashley Catizone  
Kyle Charest  
Nathan Charest  
Ashlyn Clayton  
Allyson Cleaves  
Jessica Collins  
Jeremy Colman  
Emilia Comai  
Zachary Condran  
Sierra Connell  
Ashley Coutu  
Holly Croteau  
John Csiti  
Joshua Cunningham  
Nicholai Dandurant

Benjamin Davis  
Kayla Delahanty  
Shannon Demars  
Alexander Demastrie  
Kaitlyn Demers  
Kimberly Denis  
Philip Desmarais  
Ryan Dillman  
Kara Donati  
Kelly Duguay  
Joshua Durham  
Keenan Farrand  
Sarah Finegan  
Jonathan Fischer  
Kaitlin Fisher  
Paige Franco  
Brittany Freeman  
Matthieu French  
Kyle Fugere  
Robert Gagnon III  
Jessica Gaumond  
Chelcie George  
Keith Girard  
Ashley Green  
Jack Greene  
Whitney Greiner  
Alexandra Griburas  
Brittney Grigsby  
Yuma Haidara  
Meris Halilagic  
Katelyn Hansen  
Shauna Harlow  
Sarah Haskell  
Benjamin Hesselink  
Mark Hillhouse  
Kayla Hochendonner  
Jared Ientile  
Hina Iqbal  
Nicholas Jacobs  
Andrea Jaeger  
Leah Joy  
Maxx Kilbride  
Shane Kula  
Jenna LaBonte  
Nicholas LaCasse

Jacqueline Laferriere  
Patrick Lally  
Nicholas Lambert  
Lindsay Langton  
John LaRochele  
Joshua Last  
Stephanie Latulippe  
Joshua LeClair  
Kimberly Legendre  
Melissa Lindstrom  
Philip Lough  
Patrick MacVarish  
Krystopher Martel  
Brett Martin  
Morgan Marx  
Meghan McCurdy  
Patrick McHugh  
Christopher Mercer  
Stephen Mercer  
Daniel Messier  
Ryan Miller  
Jessica Milton  
Tyler Minnigh  
Melanie Mitchell  
Jordan Morelli  
Kelsey Morrison  
Kerry Moynihan  
Eric Muszynski  
Ashley Nault  
Ashley Nelson  
Cory Nelson  
Christopher Neveu  
Matthew Newman  
Matthew Tripp Nolet  
Cory Ouellette  
Michael Ouellette  
Brianna Palhete  
Eleni Papanikolau  
Marissa Parenti  
Emily Pelletier  
Jacquelyn Penrod  
Michael Perun  
Olivia Pichette  
Nicole Pinsonneault  
Nathan Poirier

Sean Pollard  
Felicia Previe  
Bryan Prudhomme  
Michael Renfrew  
Arrin Rines  
Cassandra Roll  
Zachary Rossignol  
Jessica Rousseau  
Briana Rozamus  
Brandi Scott  
Kyle Shargo  
Jaime Shea  
Katerina Simons  
Abigail Slavin  
Hannah Slavin  
Molly Slavin  
Milton Soulios  
Lauren St. Onge  
William Statires  
Jacquelyn Stone  
Robert Sweeney  
Jeffrey Theodosopoulos  
Ryan Thibodeau  
Justin Tremblay  
Steven Tyler  
Ryan Vaillancourt  
Danielle Valpey  
Gina Vassallo  
Melissa Vorce  
James Waite  
Jessica Walker  
Donald Walton  
Brian Watson  
Zachary Wells  
Amy White  
Brittany Whiteman  
Toby Wilcox  
Christopher Williams  
Nathan Williams  
Sarah Windhausen  
Justy Wurtele  
Thomas Yeaton III  
Megan Yee  
Michael Young

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# CHURCHES AND CIVIC GROUPS

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## CHURCHES

Bethel Christian Fellowship	206 Whitehall Road	669-6712
Church of Nazarene	7 Silver Avenue	627-2971
Congregational Church of Hooksett	5 Veteran's Drive	485-9009
Emmanuel Baptist Church	14 Mammoth Road	668-6473
Harvest Baptist Church	361 Hackett Hill Road	627-2633
Heritage Baptist Church	161 Londonderry Turnpike	641-4921
Holy Rosary Catholic Church	17 Main Street	485-3523
Trinity Full Gospel Church	16 Highland Street	622-2851
Westminster Presbyterian Church	125 Londonderry Turnpike	623-2017

## CIVIC GROUPS

American Legion Post #37	Hugh Bulger	485-7781
Amoskeag Rowing Club	Thomas Craig	668-2130
Boy Scouts of America	571 Holt Ave., Manchester	625-6431
Clothing Bank c/o Hooksett-ites Happy Helpers	Bernadette Chevrette	485-4071
Elk's Lodge	39 Londonderry Turnpike	623-9126
Garden Club	Stephen Cornish	493-3521
Historical Society	David Paquette	485-2318
Hooksett Commerce Alliance	David Rogers	644-5445
Hooksett Emergency Relief Commission (HERC) For Funds	Joy Buzzell	485-8769
For Transportation	Olive Matthewson	485-9365
Hooksett Food Pantry	Joan Rose	625-4754
Hooksett Grange	Elizabeth Bailey	225-9782
Hooksett Rebekah Lodge #90	Elsie Townsend	622-3116
Hooksett Youth Athletic Association	David Dickson	656-6829
Hooksett-ites	Doris Buckley	485-4733
Kiwanis Club of Hooksett	Sid Baines	623-6053
Knights of Columbus	Alpha Chevrette	485-9448
Lion's Club	Robert Schroeder	485-3881
Old Home Day Committee	Bob Labonville	626-9968
Prayer Hall Housing	Dottie Seay	668-2663
Robie's Country Store Historical Preservation Corp.	Robert Schroeder	485-3881
Salvation Army	Mary Farwell	485-5217
Swift Water Girl Scout Council	88 Harvey Road, Manchester	627-4158



Route 3 and Alice Avenue



Memorial School Addition



River Village Adult Condos



Windsor Terrace



Hooksett Crossing- B.J.' Wholesale



Sewer Department Compost Site