

NHamp
F
04
.22
2003



TOWN OF LANCASTER NEW HAMPSHIRE



ANNUAL REPORT



Year Ending December 31, 2003

FIRE



EMS

**TOWN MANAGER'S
VOLUNTEER OF THE YEAR AWARD**

PRESENTED TO

JEAN TENNEY

FOR UNSELFISH DEVOTION
AND DISTINGUISHED SERVICE
TO THE
TOWN OF LANCASTER

2003

**VOLUNTEER
APPRECIATION
DINNER
November 12, 2003**

Photo: Jean Tenney
Joyce McGee



2003

ANNUAL REPORT

TOWN OF LANCASTER, NEW HAMPSHIRE



READ
ALL
ABOUT
IT

*Year Ending
December 31, 2003*



25 Main Street, Lancaster, NH 03584

Phone - (603) 788-3391 Fax - (603) 788-2114

Email - lancastr@together.net

Website - www.town.lancaster.nh.us

Please bring this with you to Town Meeting

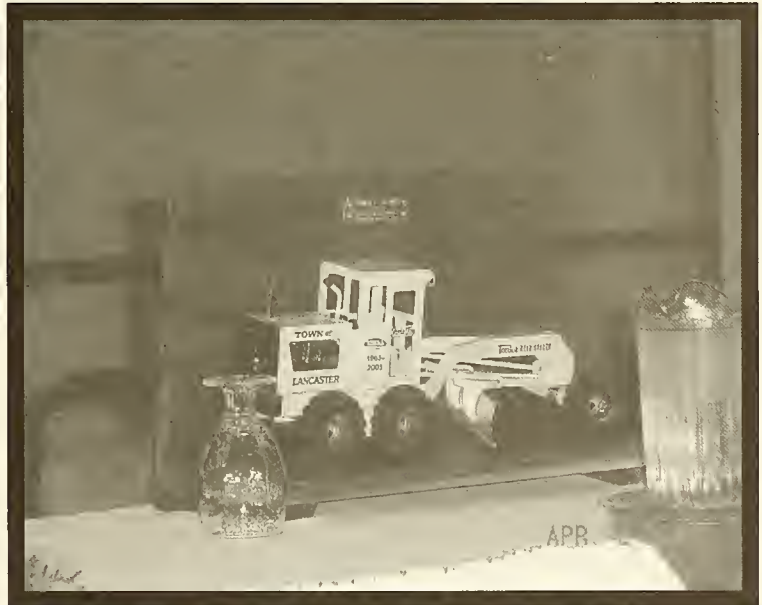
2004 DATES TO REMEMBER

JANUARY 1	Fiscal Year Begins
JANUARY 12	Public Budget Hearing for School District
JANUARY 21	First day for Candidates to declare for Town & School District Election
JANUARY 30	Last day for Candidates to declare for Town & School District Election
FEBRUARY 6	Annual School Meeting (Deliberative session S/B 2)
MARCH 1	Deadline to file for an exemption or abatement from your property taxes following the date of notice of tax
MARCH 9	Annual Town Meeting & Vote on School Warrant (per Senate Bill 2)
APRIL 1	All property both real and personal, assessed to owner this date
APRIL 15	Last day to file Property Tax Inventories
APRIL 30	Dog Owners should license their dogs by this date
MAY 31	After this date, a \$25 forfeiture charge may be imposed for any unlicensed dogs
JULY 1	First half of the semi-annual tax billing due - commences to draw interest at 12 percent after this date
DECEMBER 1	Second half of the property tax due - unpaid real estate and personal taxes commence to draw interest at 12 percent



2003 DEDICATION

***** James Savage *****



Thank You

We appreciate Your 40+ years of Service

TABLE OF CONTENTS

TITLE PAGE.....	1
DATES TO REMEMBER.....	2
RECOGNITION PAGE.....	3
TABLE OF CONTENTS.....	4
TOWN OFFICIALS	
Elected Officials.....	6
Appointed Officials.....	7
Appointed Boards/Committees.....	8
EXECUTIVE INFORMATION	
2003 Annual Town Meeting Minutes.....	10
Special Town Meeting.....	19
Town Manager's Report.....	20
Selectmen's Report.....	21
Supervisors of the Checklist Report.....	22
Town Clerk's Report.....	23
Auditor's Report.....	24
TAX INFORMATION	
Tax Collector's Report.....	26
Department of Revenue Report.....	31
Tax Rate Calculation for 2003.....	32
Tax Rates.....	33
Summary Inventory of Valuation.....	34
Schedule of Town Property.....	35
Inventory of Municipal Equipment.....	37
TOWN ACCOUNTANT INFORMATION	
Treasurer's Report.....	38
Financial Report.....	39
Welfare Department Report.....	43
Bond Debt Report.....	44
GENERAL GOVERNMENT INFORMATION	
Fire Department Report.....	46
Community Forest Fire Warden & State Forest Fire Ranger Report.....	50
Health Officer Report.....	51
Police Department Report.....	52
K-9 Report.....	54

Highway Department Report	55
Transfer Station Report	57
Water & Wastewater Treatment Facilities Report	59
Water Distribution & Wastewater Collection System Report	60
Project Impact Report	61
Emergency Management Report	62
Safety Committee Report	62
Colonel Town Recreation Report	63
Colonel Town Recreation Budget	66
Colonel Town Recreation Treasurer's Report	69
Beneficiaries of the Colonel Town Trust Report	73
Lancaster Municipal Cemeteries	74
Weeks Memorial Library Report	75
Trust Funds Report	76
Building Permits	78
Planning Board Report	81
Zoning Board of Adjustment Report	84
The Caleb Group Report	86
Connecticut River Joint Commissions Report	87
Lancaster Conservation Commission Report	89
Heritage Trail Committee Report	90
Coös Economic Development Corporation	91
Lancaster Renaissance Report	93
Northern Gateway Regional Chamber of Commerce	94
Mount Washington Regional Airport Report	96
North Country Council Report	98
North Country Home Health Agency Report	100
Weeks Home Health Report	101
White Mountain Mental Health Report	102

VITAL STATISTICS

Deaths	104
Births	106
Marriages	107

Raymond S. Burton, Executive Councilor's Report	109
---	-----

WARRANTS AND BUDGET INFORMATION

Town Warrants	Insert
Budget Report	Insert
Revenues Report	Insert

2003 Town Officers

Elected Officials

BOARD OF SELECTMEN

Expires 2004	Roger Gingue
Expires 2004	Linda E. Hutchins
Expires 2005	Christopher S. Parker (resigned)
Expires 2006	Royce Hutchinson

TREASURER

Expires 2005	Ann M. Huddleston
--------------	-------------------

TOWN CLERK

Expires 2005	Jean Oleson
--------------	-------------

MODERATOR

Expires 2005	Paul D. Desjardins
--------------	--------------------

TRUSTEES OF TRUST FUNDS

Expires 2004	Carol H. Stiles
Expires 2005	Donald L. Crane
Expires 2006	James H. Whithed

SUPERVISORS OF THE CHECKLIST

Expires 2004	Sandra E. Doolan
Expires 2006	Maryrose Corrigan
Expires 2008	Patrick Payer

BUDGET COMMITTEE

Expires 2004	Aurore M. Hood
Expires 2004	Allvin Leonard
Expires 2004	Dennis Merrow
Expires 2004 (replaced R. Gingue, 1 year term)	Douglas Shearer
Expires 2005	Richard Bernier
Expires 2005	Donald L. Crane
Expires 2005	Thomas Foss
Expires 2006	Bruce Hutchings
Expires 2006	Robert Snowman
Expires 2004 (Selectboard Representative)	Roger Gingue

LIBRARY TRUSTEES

Expires 2004	Michael W. Nadeau
Expires 2005	Diantha "Pidy" Rochefort
Expires 2006	Jon Dugan-Henriksen

CEMETERY TRUSTEES

Expires 2004	Joyce C. White
Expires 2005	Michael W. Nadeau
Expires 2006	Ronald N. Bailey

2003 Town Officers

(Page 2)

EMMONS SMITH FUND COMMITTEE

Expires 2004
Expires 2005
Expires 2006

John E. Brooks
Patrick Payer
Jean Foss

COL. TOWN SPENDING COMMITTEE

Expires 2004
Expires 2004
Expires 2004
Expires 2005
Expires 2005
Expires 2005
Expires 2006
Expires 2006
Expires 2006
Expires 2006

Andrew Cliché
Richard McGinnis
Jay Riff
Donna Bouthillier
Patrick Payer
Patricia Rexford
Sharon Atkinson
Heidi Barker (resigned)
MacGill James
Trisha Rivard

COL. TOWN INVESTMENT COMMITTEE

Donald L. Crane
Roger Gingue
Hal Goolman
David Hill

Dennis Merrow
Douglas Shearer
James Whithed

Appointed Positions

Town Manager/Overseer of Welfare/Tax Collector
Administrative Services Manager
Finance Director
Deputy Tax Collector
Deputy Town Clerk/Tax Collector/Office Assistant
Town Counsel
Health Officer
Deputy Health Officer
Public Health Nurse
Librarians
Superintendent of Recreation
Fire Chief
Highway Foreman
Water & Wastewater Distribution Supervisor
Water & Wastewater Treatment Supervisor
Transfer Station Supervisor

Joyce McGee
Becky Newton
Michael W. Nadeau
Lisa Wade
Charity M. Blanchette
Paul Desjardins, Attorney
Stephen Robbins
Ronald Wert
Weeks Health Services
Barbara Robarts/Lisa Brown
Ed Wood
Randy Flynn
Dennis Donnelly
Michael Huntington
Tim Bilodeau
Dennis Patnoe

2003 Town Officers

(Page 3)

Appointed Boards/Committees

ZONING BOARD OF ADJUSTMENT

Expires	2004	James Hammond, Vice Chairman
Expires	2004	Jean Tenney
Expires	2004 (Alternate)	George "Skip" Sansoucy
Expires	2005	Alan Savage, Chairman
Expires	2005 (Alternate)	Joan Wiese
Expires	2006	Allen Bouthillier
Expires	2006	Rebecca Oleson (resigned)
Expires	2006	Millard Martin, Jr.
Expires	2006 (Alternate)	Colin Sutherland
Expires	2007 (Alternate)	John Lawlor
	(Clerk)	Jean Oleson

PLANNING BOARD

Expires	2004 (Alternate)	Cynthia "Cid" Southworth
Expires	2004	Allan Carr, Chairman
Expires	2004	Rebecca Oleson, chairman (resigned)
Expires	2004	Claude Reed
Expires	2004	Allan Ryder
Expires	2005	Donald Doolan
Expires	2005 (Lancaster Renaissance Rep.)	Fred Emerson
Expires	2005 (Alternate)	John Brooks
Expires	2006 (Alternate)	Aurore Hood
Expires	2006	David Rexford
	(Advisor)	Dorothy Weinstein
	(Selectman)	Royce Hutchinson
	(Clerk)	Sally Pratt

CONSERVATION COMMISSION

Expires	2004	Robert Christie
Expires	2005	David Rexford
Expires	2005	Ron Wert, Chairman
Expires	2006	Allan Carr
Expires	2006	Paul Crane

COÖS ECONOMIC DEVELOPMENT CORP. REPRESENTATIVE

Expires	2004	MacGill James
---------	------	---------------

NORTH COUNTRY COUNCIL REPRESENTATIVE

Expires	2004	William Remick
---------	------	----------------

HOUSING AUTHORITY

Kevin Kopp
Millard Martin, Jr.
Dennis Merrow
James Seppala

2003 Town Officers

(Page 4)

SAFETY COMMITTEE

James Noland, Chairman
Chris St.Cyr, Vice Chairman
Paul "Skip" Hood
Bruce Hutchings
Blake Janney

Jean Oleson
Peter Roy
Stephen Robbins
Ron Wert



Supervisors of the Checklist: Patrick Payer & Sandra Doolan

ANNUAL TOWN MEETING

March 11, 2003

At 8:00 a.m. Moderator Paul D. Desjardins declared the polls open for voting on Article 1, the election of municipal officers, the school warrant, school district moderator and school board members. The polls closed for this purpose at 7:00 p.m.

At 7:35 p.m. Moderator Desjardins opened the business session of the Annual Town Meeting and welcomed all. Prior to opening the polls the ballot clerks were sworn in and the ballot boxes were inspected and locked.

Moderator Desjardins introduced himself as well as Town Clerk, Jean Oleson, Select board Linda Hutchins, Christopher Parker, and Bruce Hutchings. Moderator Desjardins also thanked the assistant moderators, supervisors of the checklist and the election volunteers who worked at the polls today.

Lancaster Girl Scout Troop #117 and Brownie Troop #637 brought forth the colors and Allvin Leonard led all in the pledge of allegiance. The Lancaster 3rd graders led by Robert Hunt performed a musical presentation for all in attendance.

Town Manager Joyce McGee acknowledged Dennis Merrow for his 15 years of service on the Lancaster Zoning Board of Adjustment. She also presented Chris Parker with a plaque in appreciation for his 7 years as member of the select board.

Moderator Desjardins explained the rules of procedure and asked for voter approval for Town Manager Joyce McGee to speak during the course of the meeting. Permission was granted by the voting body.

Article 1 Election of officers.

Selectman, Royce Hutchinson	3 year term
Moderator, Paul D. Desjardins	2 year term
Trustee of Trust Funds, James H. Whithed	3 year term
Library Trustee, Jon Dugan-Henriksen	3 year term
Cemetery Trustee, Ronald N. Bailey	3 year term
Emmons Smith Fund, Jean Foss	3 year term
Budget Committee (3)	
Roger Gingue	3 year term
Bruce Hutchings	3 year term
Robert Snowman	3 year term
Col Town Spending Committee	
Sharon Atkinson	3 year term
Heidi W. Barker	3 year term
Trisha Rivard	3 year term
Col Town Investment Committee	
Douglas Shearer	

Article 2

To see if the Town will vote to raise and appropriate the sum of One Hundred Five Thousand Dollars (\$105,000.00) to be added to the following Capital Reserve Fund accounts previously established for the purpose and in the amounts indicated:

Town Revaluation	\$ 5,000.00
Highway	\$ 20,000.00
Fire Dept	\$ 20,000.00
Town Hall Improvements	\$ 10,000.00
Bridge Replacement	\$ 25,000.00
Police Dept	\$ 5,000.00
Employee Benefits	\$ 5,000.00
Colonel Town	\$ 10,000.00
<u>Library</u>	<u>\$ 5,000.00</u>
Total	\$105,000.00

This article is included in Article 25, the operation budget. (Recommended by the Board of Selectmen and the Budget Committee)

Article 2 was moved and seconded. Discussion followed.

The vote on Article 2 was in the affirmative.

Article 3

To see if the Town will vote to raise and appropriate the sum of Two Hundred Thousand Dollars (\$200,000.00) for the purpose of acquiring a fire truck Fifty Thousand Dollars (\$50,000) to come from the issuance of serial notes or bonds and One Hundred Fifty Thousand Dollars (\$150,000.00) to be withdrawn from the Fire Department Capital Reserve fund created for this purpose. (Voted on by paper ballot after discussion – 2/3rd vote required) (Recommended by they Board of Selectmen and the Budget Committee)

Article 3 was moved and seconded. Discussion followed.

It was explained by Selectman Hutchings that the Fire Dept will be replacing engine #4, the 1978 Mack (pumper/tanker).

The polls opened at 8:05 p.m. for ballot voting on Article 3 and remained open until 9:15 p.m.

Results of the ballot vote: 243 ballots cast, 166 yes and 77 no.

Article 3 passed with the 2/3rds vote required.

Article 4

To see if the Town will vote to raise and appropriate the sum of Three Thousand Two Hundred Dollars (\$3,200.00) for the support of the Caleb Group (enhancing independent living). (Recommended by the Board of Selectmen and the Budget Committee)

Article 4 was moved and seconded. Discussion followed.

The vote on Article 4 was in the affirmative.

Article 5

To see if the Town will vote to raise and appropriate the sum of One Thousand Five Hundred Dollars (\$1,500.00) for the support of the Lancaster Humane Society. (Recommended by the Board of Selectmen and the Budget Committee)

Article 5 was moved and seconded. Discussion followed.

The vote on Article 5 was in the affirmative.

Article 6

To see if the Town will vote to raise and appropriate the sum of Six Thousand Dollars (\$6,000.00) for the support of the North Country Senior Meals and Transportation Program. (Recommended by the Board of Selectmen and the Budget Committee)

Article 6 was moved and seconded. Discussion followed.

The vote on Article 6 was in the affirmative.

Article 7

To see if the Town will vote to appropriate the sum of \$.75 per capita (Two Thousand Four Hundred Sixty Dollars - \$2,460.00) for the Town's share of the operating budget for the Mt. Washington Regional Airport Authority for the current fiscal year. (Recommended by the Board of Selectmen and the Budget Committee)

Article 7 was moved and seconded. Discussion followed.

The vote on Article 7 was in the affirmative.

Article 8

To see if the Town will vote to raise and appropriate the sum of Five Thousand Eight Hundred Five Dollars (\$5,805.00) for the support of White Mountain Mental Health and Developmental Services. (Recommended by the Board of Selectmen and the Budget Committee)

Article 8 was moved and seconded. Discussion followed.

The vote on Article 8 was in the affirmative.

Article 9

To see if the Town will vote to raise and appropriate the sum of \$.40 per capita (One Thousand Four Hundred Four Dollars - \$1,404.00) for the support of the American Red Cross - Greater White Mountain Chapter. (Not recommended by the Board of Selectmen or the Budget Committee)

Article 9 was moved and seconded.

A motion was made and seconded to amend Article 9 by changing the dollar amount to \$1,312.00. Motion to amend carried.

Discussion followed.

Article 9 as amended failed.

Article 10

To see if the Town will vote to raise and appropriate the sum of Four Thousand Dollars (\$4,000.00) for the support of the Tri-County Community Action Program. (Recommended by the Board of Selectmen and the Budget Committee)

Article 10 was moved and seconded. Discussion followed.

The vote on Article 10 was in the affirmative.

Article 11

To see if the Town will vote to raise and appropriate the sum of Two Hundred Thirty Dollars (\$230.00) for the support of the North Country Home Health Program. (Not recommended by the Board of Selectmen or the Budget Committee)

Article 11 was moved and seconded. Discussion followed.

Article 11 failed.

Article 12

To see if the Town will vote to raise and appropriate the sum of Three Thousand Dollars (\$3,000.00) for the support of the CloverLeaf Drop in Center. (Not recommended by the Board of Selectmen or the Budget Committee).

Article 12 was moved and seconded.

Article 12 failed.

Article 13

To see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000.00) for the support of the Lancaster Renaissance Program. (Recommended by the Board of Selectmen and the Budget Committee)

Article 13 was moved and seconded. Discussion followed.

Article 13 was voted in the affirmative.

Article 14

To see if the Town will vote to raise and appropriate the sum of One Hundred Thousand Dollars (\$100,000.00) for the purpose of bridge replacement and to authorize the withdrawal and expenditure of said sum from the Bridge Replacement Capital Reserve Fund created for that purpose. (Recommended by the Board of Selectmen and the Budget Committee)

Article 14 was moved and seconded.

Motion was made and seconded to amend Article 14 by changing the dollar amount to \$80,000.

Motion to amend carried.

Selectman Hutchings explained that due to the fact that this appropriation was defeated at the 2002 Town Meeting because of cost the select board asked Provan & Lorber (engineers) to look at alternative proposals for the bridge replacement. After reviewing several proposals the select board decided on a final proposal for a 2 lane, 30' span, and 3 sided concrete bridge with wooden guardrails at a cost of \$350,000.00. The town's share is 20% or \$71,800.00.

Discussion followed.

Article 14 as amended was voted in the affirmative.

Article 15

To see if the Town will vote to authorize the Selectmen to purchase property of Joyce M. Bean located off Mechanic Street with appropriate dimensions of 36'x 225' to effectuate a boundary line adjustment between the Bean property and the Town of Lancaster and to raise and appropriate the sum of Two Thousand Eight Hundred Seventy Seven Dollars (\$2,877.00) for this purpose. (Recommended by the Board of Selectmen and the Budget Committee)

Article 15 was moved and seconded.

Motion was made and seconded the amend Article 15 be changing the word appropriate to approximate. Motion to amend carried. Discussion followed.

Article 15 was voted in the affirmative.

Article 16

To see if the Town will vote to authorize the Selectmen to purchase property of John and Constance Cardinal, William J. Cardinal and Charlotte Sweeney (tax map P14, Lot 34) to locate a new domestic water pump station to increase water pressure in Holton Park and to raise and appropriate the sum of Seven Thousand Five Hundred Dollars (\$7,500.00) for this purpose. (Recommended by the Board of Selectmen and the Budget Committee)

Article 16 was moved and seconded. Discussion followed.

Selectman Parker explained that it is the plan of the select board to take a section of the town at a time and improve the water pressure. It was decided to start with the Holton Park area with 13 homes as they were promised several years ago that something would be done. Article 16 is attached to Article 17.

Patrick Payer advised that he is one of 7 or 8 other residents in the area with low water pressure problems. He said he feels the select board should include them in the proposal. Selectman Parker suggested Mr. Payer meet with the town manager to discuss this problem.

Dennis Patnoe, Public Works Director, explained that the proposed plan is a localized system designed for 13 to 14 homes. He said Mr. Payer's property is not close enough to make it cost effective. Mr. Patnoe said it would add \$30,000-\$50,000 to the cost. He said the proposal in Articles 16 & 17 also adds a fire hydrant to increase fire protection.

Mr. Payer said fire protection is also a concern of his. He asked the select board to wait a year and appropriate enough money next year to have an engineering study done and do the whole area next year.

Motion was made by Dean Walts and seconded to amend the article by adding verbiage that asks the town to look into what can be done for Mr. Payer's neighborhood next year. Mr. Walts said the purpose of the motion was to bring forth a proposal for the whole community.

Moderator Desjardins said that if it is not a condition of spending then there is no need to add to the motion. He said he does not believe it is legal to do it that way.

Mr. Walts said he feels if it is in a motion it will guarantee that it will be moved forward for next year.

Moderator Desjardins said it would be clearer to either pass over the motion and come back next year or leave that language out and vote on the article as is with the understanding that the selectmen will investigate Mr. Payer's situation.

The selectmen agreed that they would be willing to investigate Mr. Payer's concerns.

Mr. Walts felt comfortable with the select board's willingness to look into Mr. Payer's concerns so he withdrew his motion and the second was also withdrawn.

The question was moved and seconded. Motion to move the question was defeated.

There was further discussion. Michael Beattie said that when he was selectman the board met for several months with the residents of Holton Park, Mr. Payer and others regarding the water pressure problems in that area. Mr. Beattie said that at that time the board of selectmen guaranteed all those people that if and when something was done they would be taken care of. Mr. Beattie questioned why the proposal was only for the Holton Park residents.

The select board and Dennis Patnoe were unaware of this agreement. There was further discussion on ways to help the residents of Holton Park and the other areas in town; a larger pump station, add an additional pump.

Motion was made and seconded to pass over the article.

Motion to pass over Article 16 was voted in the affirmative.

Article 17

To see if the Town will vote to raise and appropriate the sum of One Hundred Thousand Dollars (\$100,000.00) to build new domestic water pump station to increase water pressure in Holton Park. Sixty Three Thousand Six Hundred Ninety Dollars (\$63,690.00) is to come from the 12/31/02 unreserved fund balance with the remainder from taxation.

This article is included in Article 25, the operating budget. (Recommended by the Board of Selectmen and the Budget Committee)

Article 17 was moved and seconded.

Motion was made, seconded and carried to pass over Article 17.

Article 18

To see if the Town will vote to authorize the Selectmen to purchase property of the State of New Hampshire, said property designated in the Town tax map as lots 27 & 30, Map P14 for future expansion and to further raise and appropriate the sum of Eleven Thousand One Hundred Dollars (\$11,100.00) for this purpose. (Recommended by the Board of Selectmen and the Budget Committee)

Article 18 was moved and seconded. Discussion followed.

A show of voter cards was not definitive, therefore the Moderator asked for a physical card count.

Article 18 failed 94 yes and 105 no.

Article 19

To see if the Town will vote to raise and appropriate the sum of Eighty Thousand Dollars (\$84,000.00) to purchase a backhoe and to authorize withdrawal and expenditure of said sum from the Highway Capital Reserve Fund created for that purpose. (Recommended by the Board of Selectmen and the Budget Committee)

Article 19 was moved and seconded. Discussion followed.

Article 19 was voted in the affirmative.

Article 20

To see if the Town will vote to raise and appropriate the sum of Twenty Seven Thousand Dollars (\$27,000.00) to purchase a truck and to authorize the withdrawal and expenditure of one-half of said sum from the Water Capital Reserve Fund created for that purpose and one half from the Sanitation Capital Reserve Fund created for that purpose. (Recommended by the Board of Selectmen and the Budget Committee)

Article 20 was moved and seconded. Discussion followed.

Article 20 was voted in the affirmative

Article 21

To see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000.00) to purchase air-rators for the sanitation lagoons and to authorize the withdrawal and expenditure of said sum from the Sanitation Capital Reserve Fund created for that purpose. (Recommended by the Board of Selectmen and the Budget Committee)

Article 21 was moved and seconded. Discussion followed.

Article 21 was voted in the affirmative.

Article 22

To see if the Town will vote to authorize the Selectmen to donate the upright piano located in the town hall to the White Mountains Regional High School Drama Club. (Recommended by the Board of Selectmen and the Budget Committee)

Article 22 was moved and seconded. Discussion followed.

Article 22 was voted in the affirmative.

Article 23

To see if the Town will vote to raise and appropriate the sum of One Thousand Dollars (\$1,000.00) for the purpose of supporting the White Mountains Regional High School Class of 2003 Chem-Free Last Blast. (By Petition) (Not recommended by the Board of Selectmen or the Budget Committee)

Article 23 was moved and seconded. Discussion followed.

Article 23 failed.

Article 24

To see if the Town will vote to discontinue fluoridation of the town drinking water. (Recommended by the Board of Selectmen and the Budget Committee)

Article 24 was moved and seconded.

Motion was made and seconded to pass over Article 24.

Motion to pass over Article 24 carried.

Article 25

To see if the Town will vote to raise and appropriate the sum of Three Million Nine Hundred Thousand Eight Hundred Four Dollars (\$3,900,804.00) which represents the operating budget. Said sum includes Articles 2 & 17 but does not include any other Warrant Articles.

Article 25 was moved and seconded.

Motion was made and seconded to amend Article 25 by reducing the amount by \$100,000.00 (Article 17). The operating budget amount becomes \$3,800,804.00.

Motion to amend carried.

Article 25 as amended was voted in the affirmative.

Article 26

To see if the Town of Lancaster is in favor of the Tri County CAP proposed housing project at 56 Main Street, Lancaster, NH. (By Petition)

Article 26 was moved and seconded.

Moderator Desjardins explained that this article is just to get a sense of the meeting and is not a binding vote. The Moderator also stated that Articles 26 & 27 have been petitioned to be voted on by written ballot after discussion.

Motion was made and seconded to pass over Article 26: A show of voter cards was not definitive so a physical count was taken. The motion failed – 86 yes and 116 no.

Results of ballot vote on Article 26: 37 yes and 166 no.

Article 26 failed.

Article 27

Should the February 18, 2003 Superior Court rule in favor of the Tri County CAP project, we request that the Town of Lancaster appeal the decision. (By Petition)

Article 27 was moved and seconded.

Motion was made and seconded to amend Article 27 by changing the date to March 12, 2003.

Motion to amend carried.

Discussion followed with several voters expressing their opinions pro and con for the article.

Results of ballot vote on Article 27 as amended – 138 yes and 52 no.

Article 27 as amended was voted in the affirmative.

Article 28

Resolved that the Town of Lancaster will work closely through its Board of Selectmen and with other North Country communities to communicate our common interests in actively participating in the revision of the White Mountain National Forest Plan, focusing on continued management for the multiple uses of timber, recreation, wilderness and clean water.

Article 28 was moved and seconded.

Article 28 was voted in the affirmative.

Article 29

Whereas New Hampshire residents pay the 12th highest cost of insurance in the country, the cost of health insurance premiums for families has increased by 45% over the past three years, 100,000 New Hampshire residents have no health coverage and 77% of them have a full time worker at home and due to these rising costs almost half of New Hampshire's small businesses cannot afford health coverage for their employees therefore be it resolved that we the citizens of Lancaster, New Hampshire, call on our elected officials from all levels of government and those seeking office to work with consumers, businesses and health care providers to ensure that everyone, including the

self-employed, unemployed, un-and underinsured and small business owners has access to an affordable basic health plan similar to what federal employees receive; everyone, including employers, consumers and the state, local and federal government makes a responsible and fair contribution to finance the health care system; everyone receives high quality care that is cost efficient and medically effective; and that these efforts help control the skyrocketing cost of health care. (By Petition)

Article 29 was moved and seconded. Discussion followed.

Article 29 was voted in the affirmative.

Article 30

Whereas the new Governor proposes to arbitrarily cap state education funding below the level defined as necessary for educational adequacy; and he advocates a reincarnation of the old system of discretionary "targeted aid" as a substitute for the obligatory state adequacy funding now in place; and these measures would not reduce taxes, but instead would shift the cost of state and federal mandates to the local level; and these measures would unconstitutionally widen the disparity in local school tax rates; be it therefore resolved that the Lancaster Town Meeting vigorously opposes any reduction from the present level of state education funding, any shirking of the State's responsibility for providing and funding public education and any other measures that disregard the Supreme Court's interpretation of the constitution in the Claremont decision.

Article 30 was moved and seconded. Discussion followed.

Article 30 was voted in the affirmative.

Article 31

To transact other business that may legally come before this meeting.

Motion was made, seconded and carried to adjourn the meeting.

Moderator Desjardins declared the meeting adjourned at 10:40 p.m.



Brownie Troop #634 brought forth the colors
At the 2003 Town Meeting.

SPECIAL TOWN MEETING

June 10, 2003

At 7:05 p.m. Moderator Paul D. Desjardins opened the meeting and led all in the pledge of allegiance.

Moderator Desjardins stated that he had received a petition signed by 10 registered voters in the Town of Lancaster requesting that Articles 1 and 2 be voted on by written ballot. The Moderator advised that the traditional rules of procedure would be followed for this special meeting.

Article 1

To see if the Town will vote to authorize the selectmen to enter into a ninety-nine (99) year lease agreement for the purpose of leasing real property located at the corner of 25 Park Street and Canal Street to the Lancaster Fireman's Association to be used and operated by the Lessee exclusively as a museum for antique and historically significant equipment and apparatus.

Article 1 was moved and seconded.

Article 1 was voted on by written ballot after discussion. The article passed 51 yes and 11 no.

Article 2

To see if the Town will vote to authorize the selectmen to enter into a ninety-nine year lease agreement for the purpose of leasing real property located at 25 Park Street to the Lancaster Main Street Program d.b.a. Lancaster Renaissance to be used and operated by the Lessee in part as the "Great North Woods Welcome Center".

Article 2 was moved and seconded. Article 2, as it was originally posted, was amended by deleting the word "exclusively" and adding the words "in part".

Article 2 was voted on by written ballot after discussion. The article passed 35 yes and 28 no.

Motion was made and duly seconded to adjourn the meeting at 7:50 p.m.

Moderator Desjardins declared the meeting adjourned at 7:50 p.m.



Lancaster Firemen's Association Museum

TOWN MANAGER'S REPORT

I can't believe that 2003 has come and gone! It seems just like yesterday I was preparing the 2003 budget. As I reflect on the past year the Town has seen some challenges but our priorities are still clear.

The Town has seen a lot of growth throughout the year mainly in the residential area as the real estate market has been booming. We have also had several new businesses come to town and welcome them here.

As we strive to bring commercial/industrial growth into town we continue to focus on promoting the industrial park located off of Rte 3 North, with the help of CEDC. At this point in time the park has water/sewer and a road to access the 11 lots.

Our departments have been quite busy maintaining the infrastructure and completing projects throughout town. I would like to take this opportunity to recognize the cooperation and work of all Town Departments for the year 2003. Your dedication and devotion is truly appreciated.

The town made some in house staff changes this year and with that we hired an Administrative Services Manager, Becky Newton. The scope of work for this position consist of administering the Highway, Water/Sewer and Solid Waste Departments; Assist the Planning & Zoning Board; Reviewing and approving building permits and all enforcement issues pertaining to town ordinances and regulations; Assist in preparing and submitting State and Federal Grants; Conduct short and long range municipal planning; Maintaining a Capital Improvement Plan and any other tasks assigned. This was a much needed position that will benefit the Town in many areas. Becky has fit in quite nicely and we welcome her.

Revaluation has been a major change for all of us, as the town has not had a complete revaluation done since 1988. It was a great shock for all of us to really see what the real estate market has been doing in our town. Each new value was determined by the physical attributes of each property compared with sales of similar properties in Lancaster. The State of New Hampshire now requires that cities and towns perform a revaluation so that all properties can be brought to current market value and contribute an equitable portion of the total tax burden.

As we prepare for the 2004 budget we strive to come to a budget that is both realistic and one that will start addressing capital projects that are necessary to maintain the level of service we provide.

Respectfully submitted,

Joyce A. McGee
Town Manager

REPORT OF THE BOARD OF SELECTMEN

The year 2003 has been one of challenges and changes.

Shortly after Town Meeting we received the resignation of Selectman Christopher Parker. Chris left in order to devote more time to his busy family. We were sorry to see him go.

Newly elected member Royce Hutchinson and I reviewed the situation and appointed Roger Gingue to a one-year position on the board.

Our Fire and Ambulance Departments merged this year in order to more efficiently serve the needs of the community. Our employees and volunteers under the direction of Chief Randy Flynn have done an admirable job of combining talents and resources for the benefit of Lancaster.

As always it is a challenge to balance the needs of the town with the ability to pay our taxes. This year's budget represents a minimal increase in the funding of day-to-day operations and is presenting large projects to you separately for your consideration and approval.

The town wide re-evaluation went as smoothly as can be expected for an undertaking of this size. The State mandated evaluation is part of the re-certification process being required of all New Hampshire communities. Any problems still remaining with the evaluation can be addressed by going to Town Hall and filling out an abatement form. The deadline is March 1st for the year 2003.

The Board is always mindful of the great job the volunteers in this town do to keep our town a proud place to live. All their efforts combined with the dedicated work of our employees combine to help us grow and yet to live within our means.

Your Board is always available to address any concerns or compliments you may have. You may call any one of us at any time.

Thank you for your understanding and cooperation.

Respectfully submitted,

Linda E. Hutchins, Chairman

SUPERVISORS OF THE CHECKLIST

This past year was a very informative year for us. Along with our various sessions during the year to up-date the voter checklist and register new voters, we were given the opportunity to attend two excellent seminars that were put on by the Secretary of States office. One was held in Concord and another was held in Colebrook. These seminars will prove to be very helpful to us this coming year, particularly with 4 elections. They introduced new voter registration forms, domicile forms and a lot of other valuable information.

General voter registration we think is on the rise. A lot of this is due to the Lancaster Elementary School's "Kids Voting" program. When the children come in to vote, they bring along their parents and **THEY MAKE SURE** they vote too.

In 2003, we had 36 new voters and we had 80 removals, due to deaths and people who have moved from our voting area.

The turnout for the March 11th Town Meeting was not really well attended, we have 1832 registered voters and we only had 685 vote. At the Special Town Meeting that was held on June 10th, there were only 63 voters. This was in regards to the Town leasing land to the Fireman's Association for their museum and the Renaissance Committee for the Welcome Center.

As always we urge new voters to bring some kind of valid form of identification with them when they come to register, such as a driver's license, telephone bill, tax bill, birth certificate. Even if you are unable to make it to one of the sessions that we hold for registration you are able to register with the Town Clerk at her office and you are allowed to register the day of elections.

Again, if you are an old or new voter and have any questions of us, please feel free to ask. If we don't have an answer for you right then, we will do our best to get you one as soon as possible. We are here to serve you. And Remember – "YOUR VOTE DOES COUNT."

Supervisors of the Checklist

Sandra E. Doolan
Maryrose Corrigan
Patrick M. Payer



Note: To the members of our town who have been called up to go and serve our country, please know that you and your families are in our thoughts and prayers always.

TOWN CLERK'S REPORT

Registration of Motor Vehicles	<u>2001</u>	<u>2002</u>	<u>2003</u>
Motor Vehicle Permit Fees Collected	\$493,921.00	\$497,597.00	\$515,707.00
Municipal Agent Fees Collected	8,010.00	9,716.50	10,440.00
Motor Vehicle Waste Fees	<u>11,024.00</u>	<u>11,318.00</u>	<u>11,496.00</u>
Total Collected	\$512,955.00	\$518,631.50	\$537,643.00
 Dog Licences	 \$4,333.50	 \$4,397.50	 \$4,543.00
 Town Record Fees			
Automobile Title Applications	1,714.00	1,816.00	1,950.00
Recreation Vehicle Registrations	-0-	402.00	306.00
Municipal Agent Fees Collected-	-0-	16.00	12.00
Boat Registrations	-0-	83.36	202.12
Municipal Agent Fees Collected	-0-	12.00	27.00
Certified Copies of Vital Records ¹	10,084.00	12,576.00	10,696.00
Filing, Terminating, & Searching UCC'S	3,043.25	3,830.75	3,495.21
Marriage Intentions	1,755.00	945.00	1,575.00
Recording Fees and Tax Liens	65.00	80.00	75.00
Licenses and Fees	<u>737.64</u>	<u>1,135.34</u>	<u>1,485.64</u>
Total Collected	\$17,398.89	\$20,896.45	\$19,823.97
 Total Remitted to Treasurer	 \$534,687.39	 \$543,925.45	 \$562,009.97
 Number of motor vehicle permits issued	 4,236	 4,342	 4,454

Respectfully submitted,

Jean E. Oleson, Town Clerk

2003 Highlights

As of November 18, 2003 a vanity plate is not available to a new registrant until it has been expired for 91 days.

Purple Heart motorcycle plates are now available at renewal time through the Concord office.

Transfers of registrations may be done from motorcycles to cars or vice versa. This type of transfer is a credit of money not a transfer of plates.

The following items may now be accepted to register an exempt vehicle (1989 or older).

- a) A previously issued current or expired NH registration.
- b) A valid NH or out-of-state title
- c) A TDMV 19A

Photocopies are acceptable except for the TDMV 19A.

Visit the DMV website at www.nh.gov/safety/dmv to obtain information about the many services provided to NH citizens.

The Bureau of Vital Records also has a website at <http://www.dhhs.state.nh.us>.

Vachon, Clukay & Co., PC

Certified Public Accountants

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

INDEPENDENT AUDITOR'S REPORT

To the Board of Selectmen and Town Manager
Town of Lancaster, New Hampshire

We have audited the accompanying general purpose financial statements of the Town of Lancaster, New Hampshire, as of and for the year ended December 31, 2002, as listed in the table of contents. These general purpose financial statements are the responsibility of the Town of Lancaster, New Hampshire'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 and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As more fully described in Note 1, the general purpose financial statements referred to above do not include the financial statements of the General Fixed Asset Account Group, which should be included in order to conform with accounting principles generally accepted in the United States of America. The amount that should be recorded in the General Fixed Asset Account Group is not known.

As described in Note 1, the Town has recognized tax revenues of \$324,662 General Fund which were not received in cash within sixty days of year end as required by accounting principles generally accepted in the United States of America (GASB Interpretation 3). Town officials believe, and we concur, that the application of this accounting principle, which would result in a decrease in the undesignated General Fund balance from \$628,566 to \$303,904, would give a misleading impression of the Town's ability to meet its current and future obligations.

In our opinion, except for the effect on the general purpose financial statements of the omission described in the third paragraph, the general purpose financial statements referred to above present fairly in all material respects the financial position of the Town of Lancaster, New Hampshire as of December 31, 2002, and the results of its operations and cash flows of its non-expendable trust funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Our audit was conducted for the purpose of forming an opinion on the general purpose financial statements of the Town of Lancaster, New Hampshire, taken as a whole. The schedules

listed as 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 Lancaster, New Hampshire. 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 stated, in all material respects, in relation to the general purpose financial statements taken as a whole.

In accordance with *Government Auditing Standards*, we have also issued our report dated May 9, 2003, on our consideration of the Town of Lancaster, New Hampshire's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

May 9, 2003

Wachon, Clarke & Co., PC



Deer in the Basement of the Town Hall?
Who would have thought!!

This deer was discovered in the basement of the Town Hall the day after Christmas. He broke through a window in the basement. When released he jumped into the river and swam up stream and climbed out by North Country Ford and was last seen running up Middle Street.



Now, how do I get out of here?!

TAX COLLECTOR'S REPORT
SUMMARY OF TAX ACCOUNTS
Fiscal Year Ended December 31, 2003
For the Municipality of Lancaster

DEBITS	<u>Levy for 2003</u>	<u>Prior Levies</u> 2002	<u>2001 & Prior</u>
<u>Uncollected taxes - beginning of year:</u>			
Property Taxes:	\$0.00	\$335,151.38	\$2,295.70
Land Use Change:	\$0.00	\$2,500.00	\$0.00
Yield Taxes:	\$0.00	\$315.40	\$0.00
Interest:		\$69.74	
<u>Taxes Committed:</u>			
Property Taxes – 1 st Issue:	\$2,207,440.95		
Property Taxes – 2 nd Issue:	\$2,987,476.47		
Supplemental	\$1,095.94	\$423.98	
Land Use Change:	\$13,400.00	\$0.00	\$0.00
Yield Taxes:	\$27,568.92	\$837.62	\$0.00
Gravel Taxes:	\$30.00	\$0.00	\$0.00
<u>Credit Balances:</u>			
Property Taxes – Prepayment:	\$0.00		
Property Taxes-Overpayment:	\$0.00	\$0.00	
Prop. Tax Interest – Overpmt	\$0.00		
Refunds:	\$4,775.17	\$562.83	
Land Use Change:	\$0.00		
Yield Taxes:	\$0.00		
<u>Interest:</u>			
Interest – All – Late Tax:	\$4,495.65	\$19,316.19	\$142.44
TOTAL DEBITS	\$5,246,283.10	\$359,177.14	\$2,438.14

(Report continued on next page)

TAX COLLECTOR'S REPORT
SUMMARY OF TAX ACCOUNTS
 Fiscal Year Ended December 31, 2003
 For the Municipality of Lancaster

CREDITS	<u>Levy for 2003</u>	<u>Prior Levies</u> 2002	<u>2001 & Prior</u>
<u>Remitted to Treasurer:</u>			
Property Taxes:	\$4,711,791.96	\$333,416.58	\$744.97
Land Use Change:	\$9,900.00	\$2,500.00	\$0.00
Yield Taxes:	\$24,106.57	\$1,153.02	\$0.00
Gravel Tax:	\$30.00	\$0.00	\$0.00
Interest:	\$4,462.39	\$19,385.93	\$142.44
Prepaid Taxes:	\$0.00	\$500.62	
<u>Abatements Made:</u>			
Property Taxes:	\$15,684.47	\$937.96	\$0.00
Land Use Change:	\$0.00	\$0.00	\$0.00
Yield Taxes:	\$0.00	\$0.00	\$0.00
<u>Uncollected Taxes -</u>			
<u>End of Year:</u>			
Property Taxes:	\$473,302.80	\$1,283.03	\$1,550.73
Interest:	\$42.56	\$0.00	\$0.00
Land Use Change:	\$3,500.00	\$0.00	\$0.00
Gravel Taxes:	\$0.00	\$0.00	\$0.00
Yield Taxes:	\$3,462.35	\$0.00	\$0.00
TOTAL CREDITS	\$5,246,283.10	\$359,177.14	\$2,438.14

Respectfully submitted by: Lisa Wade-Deputy Tax Collector
 Joyce McGee - Town Manager/Tax Collector

TAX COLLECTOR'S REPORT

Fiscal Year Ended December 31, 2003

For the Municipality of Lancaster

UTILITY ASSESSED VALUE - SUMMARY

Public Service of NH	\$6,090,000.00
Portland Pipeline Corp.	\$5,100,000.00
Total Utilities	\$11,190,000.00

PROPERTY TAX EXEMPTIONS GRANTED

Elderly Exemptions -2003	Actual Exemption Amt.
16 at maximum \$10,000	\$155,110.00
10 at maximum \$15,000	\$148,200.00
17 at maximum \$20,000	\$336,710.00
Total Elderly Exemptions	\$640,020.00

Veteran's Exemptions -2003	
5 at \$1,400	\$7,000.00
209 at \$100	\$21,000.00
Total Veteran's Exemptions	\$28,000.00

CURRENT USE REPORT

Total # Acres Receiving Current Use Assessment:

Conservation Restriction	1.25
Farmland	4,263.09
Forest Land	11,216.53
Forest Land with Documented Stewardship	7,830.16
Unproductive	435.11
Wet Land	361.12
TOTAL ACRES	24,107.26

**TOTAL # OF PARCELS IN
CURRENT USE** **550**

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

Respectfully submitted by the Board of
Selectmen:

Linda E. Hutchins
Roger Gingue
Royce Hutchinson

TAX COLLECTOR'S REPORT
SUMMARY OF TAX LIEN ACCOUNTS

Fiscal Year Ended December 31, 2003

For the Municipality of Lancaster

DEBITS	<u>Last Year's Levy</u>	<u>Prior Levies</u>	
	<u>2002</u>	<u>2001</u>	<u>2000 & Prior</u>
Unredeemed Liens			
Balance at Beg. of Fiscal Year:	\$0.00	\$65,720.83	\$87,999.18
Uncoll. Int. & Pen. At Beg of Year:	\$0.00	\$698.20	\$1,335.93
Liens Executed During			
Fiscal Year:	\$122,597.01	\$0.00	\$0.00
Interest:	\$1,304.17	\$7,995.19	\$15,092.48
Penalties:	\$17.00	\$17.00	\$512.00
TOTAL DEBITS	\$123,918.18	\$74,431.22	\$104,939.59

CREDITS	<u>Last Year's Levy</u>	<u>Prior Levies</u>	
	<u>2002</u>	<u>2001</u>	<u>2000 & Prior</u>
Remitted to Treasurer			
Redemptions:	\$38,720.29	\$29,083.56	\$29,047.51
Interest & Penalties:	\$1,321.17	\$8,446.03	\$15,464.97
Abatements:	\$907.04	\$1,873.99	\$2,529.94
Penalties	\$0.00	\$44.88	\$87.75
Liens Deeded to Municipality:	\$0.00	\$0.00	\$0.00
Unredeemed Liens Balance End of Yr.:	\$82,969.68	\$34,763.28	\$56,421.73
Unpaid Interest:	\$0.00	\$0.00	\$961.19
Unpaid Penalties:	\$0.00	\$219.48	\$426.50
TOTAL CREDITS	\$123,918.18	\$74,431.22	\$104,939.59

Submitted by: Lisa Wade-Deputy Tax Collector
 Joyce McGee-Town Manager/Tax Collector

TAX COLLECTOR'S REPORT
SUMMARY OF WATER & SEWER ACCOUNTS
Fiscal Year Ended December 31, 2003
For the Municipality of Lancaster

DEBITS	<u>WATER</u>	<u>SEWER</u>
Uncollected as of 12/31/02	\$30,483.62	\$24,981.56
Jobs	\$105.00	\$0.00
1st Half Commitment	\$139,836.40	\$99,165.15
Supplemental	\$170.10	\$179.55
2nd Half Commitment	\$134,485.85	\$95,918.80
Supplemental	\$246.10	\$389.00
Interest	\$2,900.12	\$2,638.32
Refund – Interest	\$18.01	\$0.00
Jobs	\$2,844.41	\$5,501.00
Well Drilling – Supplemental	\$100.00	\$0.00
Adjustments	\$0.00	\$0.00
Prepaid	\$0.00	\$0.00
TOTAL DEBITS	\$311,189.61	\$228,773.38

CREDITS		
Remittance to Treasurer	\$264,857.71	\$191,536.21
Jobs	\$2,909.41	\$5,501.00
Interest Collected	\$2,876.66	\$2,638.32
Abatements	\$4,220.77	\$816.51
Jobs	\$0.00	\$0.00
Adjustments	\$9.95	\$-9.95
Uncollected as of 12/31/00	\$36,233.64	\$28,291.29
Jobs	\$40.00	\$0.00
Interest	\$41.47	\$0.00
TOTAL CREDITS	\$311,189.61	\$228,773.38

Respectfully submitted by: Lisa Wade, Deputy Tax Collector
Joyce A. McGee, Town Manager/Tax Collector

NH Department of Revenue Administration
Community Services Division
Municipal Finance Bureau
P.O. Box 487
Concord, NH 03302-0487
(603) 271-3397

TOWN/CITY: LANCASTER

Auditor's Initials: DNB

There are two areas in tax rate setting in which the governing body has significant discretionary power:

1. The amount of "overlay" used; and
2. The amount of general fund balance ("surplus") to retain.

OVERLAY

RSA 76:6 limits "overlay" to "a sum not exceeding" 5% of the net tax commitment for the municipality, its state education tax amount and local school tax, its share of the county budget, and village district(s), if any. For your municipality, we anticipate that limit will be:

\$260,284.00

Please fill in the amount of overlay that you wish used in calculating the property tax rate:

\$220,000.00

GENERAL FUND BALANCE ("SURPLUS") RETENTION

General guidelines have been established by the financial community regarding the amount of general fund balance to retain. It is suggested you retain 5% and 10% of an amount made up of the municipality's appropriations, plus the state education tax amount and the local school net tax commitment, plus the county appropriation. Based on our best available information, the suggested levels would be:

5%	\$390,518.00	10%	\$781,036.00
-----------	--------------	------------	--------------

Your **unencumbered general fund balance** is: \$628,285.00 (MS-5)

The amount **voted** from "surplus" is: \$0.00

The amount used for RSA 32:11 **emergency** Appropriation is: \$0.00

The amount you wish to use to **set tax rate**: \$80,000.00

The amount you wish to **retain** is: \$548,285.00

Signature of town/city official:

Joyce A. McGee

Title of town/city official:

Town of Lancaster, Town Manager

DEPARTMENT OF REVENUE ADMINISTRATION

Municipal Finance Bureau 2003 Tax Rate Calculation

TOWN/CITY: Lancaster

Gross Appropriations	4,237,646
Less: Revenues	2,813,640
Less: Shared Revenues	32,853
Add: Overlay	218,397
War Service Credits	28,000

Net Town Appropriation	1,637,550
Special Adjustment	0

Approved Town/City Tax Effort	1,637,550
-------------------------------	-----------

TOWN RATE
7.69

SCHOOL PORTION

Net Local School Budget (Gross Approp. - Revenue)	0
Regional School Apportionment	5,186,806
Less: Adequate Education Grant	(2,237,822)
State Education Taxes	(675,219)

Approved School(s) Tax Effort	2,173,765
-------------------------------	-----------

LOCAL SCHOOL RATE
10.19

STATE EDUCATION TAXES

Equalized Valuation (no utilities) x	\$4.92	
137,239,543		675,219
Divide by Local Assessed Valuation (no utilities)		
202,050,239		
Excess State Education Taxes to be Remitted to State		
Pay to State	0	

STATE SCHOOL RATE
3.34

COUNTY PORTION

Due to County	723,728
Less: Shared Revenues	(6,192)

Approved County Tax Effort	717,536
----------------------------	---------

COUNTY RATE
3.36

Total Property Taxes Assessed	5,204,070
Less: War Service Credits	(28,000)
Add: Village District Commitment(s)	0
Total Property Tax Commitment	5,176,070

TOTAL RATE
24.58

PROOF OF RATE

Net Assessed Valuation		Tax Rate	Assessment
State Education Tax (no utilities)	202,050,239	3.34	675,219
All Other Taxes	213,240,239	21.24	4,528,851
			5,204,070



**TOWN OF LANCASTER
TAX RATES**



YEAR	TOTAL	TOWN	COUNTY	SCHOOL	STATE
1962	\$4.35	\$1.79	\$2.31	\$0.25	
1963	\$4.82	\$1.95	\$2.61	\$0.26	
1964	\$5.35	\$1.79	\$3.27	\$0.29	
1965	\$2.90	\$1.10	\$1.57	\$0.23	
1966	\$3.80	\$0.98	\$2.63	\$0.19	
1967	\$4.64	\$1.28	\$3.14	\$0.22	
1968	\$4.64	\$1.31	\$3.08	\$0.25	
1969	\$5.08	\$1.32	\$3.51	\$0.25	
1970	\$5.12	\$1.51	\$3.34	\$0.27	
1971	\$5.90	\$1.44	\$4.19	\$0.27	
1972	\$3.57	\$0.87	\$2.53	\$0.17	
1973	\$3.66	\$0.84	\$2.63	\$0.19	
1974	\$3.93	\$1.08	\$2.70	\$0.15	
1975	\$4.10	\$1.04	\$2.90	\$0.16	
1976	\$4.55	\$1.27	\$3.07	\$0.21	
1977	\$4.60	\$1.02	\$3.29	\$0.29	
1978	\$5.30	\$1.27	\$3.83	\$0.20	
1979	\$5.45	\$1.36	\$3.75	\$0.34	
1980	\$6.03	\$1.60	\$4.09	\$0.34	
1981	\$6.27	\$1.56	\$4.24	\$0.47	
1982	\$7.37	\$1.97	\$4.82	\$0.58	
1983	\$7.92	\$1.43	\$5.90	\$0.59	
1984	\$7.26	\$1.22	\$5.46	\$0.58	
1985	\$6.78	\$1.27	\$4.88	\$0.63	
1986	\$7.07	\$1.43	\$5.07	\$0.57	
1987	\$6.52	\$1.88	\$3.82	\$0.82	
1988	\$17.05	\$5.46	\$2.33	\$9.26	Re-evaluation
1989	\$21.10	\$5.52	\$2.54	\$13.04	
1990	\$23.05	\$5.58	\$2.30	\$15.17	
1991	\$22.20	\$6.25	\$2.42	\$13.53	
1992	\$24.18	\$6.24	\$2.74	\$15.20	
1993	\$30.78	\$7.66	\$3.48	\$19.64	Trend Factoring
1994	\$30.34	\$7.63	\$2.93	\$19.78	
1995	\$30.34	\$7.63	\$3.24	\$19.47	
1996	\$32.10	\$8.15	\$3.50	\$20.45	
1997	\$34.85	\$8.22	\$3.86	\$22.77	
1998	\$34.85	\$8.20	\$3.91	\$22.74	
1999	\$26.70	\$8.87	\$3.98	\$7.01	\$6.84
2000	\$29.24	\$8.58	\$3.78	\$10.11	\$6.77
2001	\$29.50	\$8.65	\$4.13	\$9.98	\$6.74
2002	\$33.16	\$9.65	\$4.60	\$12.50	\$6.41
2003	\$24.58	\$7.69	\$3.36	\$10.19	\$3.34

**TAX YEAR 2003
SUMMARY INVENTORY OF VALUATION**

Value of Land Only

Current Use	\$2,697,180.00	
Conservation Restriction Assessment	\$190.00	
Residential	\$42,374,400.00	
Commercial/Industrial	<u>\$15,326,640.00</u>	
TOTAL OF TAXABLE LAND		\$60,398,410.00
Tax Exempt & Non-Taxable	\$9,890,790.00	

Value of Buildings Only

Residential	\$97,788,930.00	
Manufactured Housing	\$2,002,140.00	
Commercial/Industrial	<u>\$42,549,299.00</u>	
TOTAL OF TAXABLE BUILDINGS		\$142,340,369.00
Tax Exempt & Non-Taxable	\$41,651,951.00	

PUBLIC UTILITIES \$11,190,000.00

VALUATION BEFORE EXEMPTIONS \$213,928,779.00

Blind Exemption (3)	\$45,000.00	
Elderly Exemption (43)	\$640,020.00	
Solar/Windpower (1)	<u>\$3,520.00</u>	
LESS AMOUNT OF EXEMPTIONS		<u>(\$688,540.00)</u>

NET VALUATION ON WHICH THE TAX RATE IS COMPUTED \$213,240,239.00

LESS PUBLIC UTILITIES (\$11,190,000.00)

NET VALUATION WITHOUT UTILITIES ON WHICH TAX RATE FOR STATE EDUCATION TAX IS COMPUTED \$202,050,239.00

Submitted by: Joyce A. McGee
Town Manager/Tax Collector

SCHEDULE OF TOWN PROPERTY

Map/Lot	Description
P11-003	Town Hall, 25 Main Street Fire Station, 10 Mechanic Street Highway Garage, 16-18 Mechanic Street
P11-031	Police Station, 11 Mechanic Street
P11-026	Lancaster EMS Building, 19 Mechanic Street
P06-082	Weeks Memorial Library, 128 Main Street
R13-026	Water Treatment Plant, 300 Pleasant Valley Road
R13-027	Pleasant Valley Road
P06-051	Col. Town Recreation, 16 High Street
R13-002	Col. Town Community Camp, 38 Community Camp Road
R09-068	Transfer Station, 121 Water Street Main Pump Station, 60 Heath Street
R09-065	Lagoons & Chlorine Building, 140 & 150 Water Street
R10-065	Salt Shed & Reservoir, 106 Prospect Street
R01-019	Water Tank, Industrial Park Road
R01-017	Pump Station, 673 Main Street
P01-004	Pump Station, 458 Main Street
P07-070	Pump Station, 55-59 Middle Street
R11-055	Pump Station, 55 Grange Road Pump Station, Hartco Avenue Pump Station, North Road Pump Station, Indian Brook, Summer Street
P06-043	Wider Cemetery, Main Street
P06-070	Summer Street Cemetery, 89 Summer Street
R28-004	Martin Meadow Pond Cemetery, Martin Meadow Pond Road
P06-001	Centennial Park, Main Street
P06-048	Cross Park, Main Street
P11-035	Soldier Park, Main Street
P07-085	Drew Park, 109 Main Street
P07-004	Municipal Parking Lot, Main Street
P07-120	Municipal Parking Lot, Bunker Hill Street
P02/024-026	Causeway Street
P05-054	Sand Street
P05-058	Summer Street Cemetery Entrance
P07-001	School Street
P07-005	25 Park Street
P07-019	30 Park Street
P14-029	Holton Park
P14-037	Holton Park
R01/006-016	Industrial Park
R01-048	Pines, Main Street
R04-006	Island in Israel River
R04-008	Main Street – B&M RR
R05-001	Town Forest, Causeway Street
R06-019	Grange Road

R10-032	Riverside Drive
R11-013	Grange Road
R11-056	Grange Road
R11-057	Grange Road
R11-086	10 Grange Road
R11-092	Grange Road
R12-032	118 Garland Road
R12-038	205 Garland Road
R21-010D	Elm Street (South Lancaster Road)
R23-015	Route #3-S
R26-027	Martin Meadow Pond Boat Access

WORD SEARCH

L X E G Y H N K L Z A S X D W Q C F T N J K L O I P
 J A C V G T Y N J M K A B Y A C D F H T G N J M F O
 Q V N B A Q C V H J Y K L P T A C B D F B H Y J M L
 P S D C S C F T H N J K U R E W E S S W C R F V H I
 H C F D A X A T T H D F I O R P U V F W S X A T M C
 T D G B M S W X D V F A W S E D R F T G Y H Y J U E
 B E R P B O T J U Y H G T F R F E D E D W A Z S X C
 V D F V U G B E T E W Q X F T N S E L E C T M E N A
 P O I U L Y T R R E W Q S A D F G H J K L Z X C V B
 N M Q A A Z W S X E D C R F V T G B Y H N I K O L P
 P L O K N M I J N R U H B G Y G V T F C R D X E S Z
 W A Q M C N B V E C X Z A S N D F G H J K L P O I U
 Y F I R E T R R E W Q G C L K I J H G F D S A Z S E
 R F V T G B U L J M P N O I J G N D C E S Z F T Y Q
 D K M N C S D S X C F I B H N J M N S A Q X E C T P
 Q W E R A T Y U I O P N L K J H G F A D S A Z X T X
 C V B E N M J H G F R O D E S Q A Z S L E D C R E Q
 P L R I A S D B E C F Z I M L P S C R T P B H U G A
 D T W G Q X V G E B J K M U O P R F C D X S Z A D R
 P O I U Y T R E T Q W E R T Y U I O N H Y F D S U X
 C O N S E R C A T I O N W S X C E R T G H U J I B R
 E Q W D Y H I H I P R R F G Y U J I K O L A Z S E E
 D Z S E F N M J M L R F L I B R A R Y V G B H N I D
 A Q Z S X D C T M N H J K M L K I U J F R V G H D A
 S X D C C F D E O U H N J G R F V G H U K I O L P S
 Q A S V G H B U C P L U R T A X T B Y R E T E M E C

AMBULANCE
BUDGET
CEMETERY
COMMITTEE
CONSERVATION

FIRE
LANCASTER
LIBRARY
PLANNING
POLICE

SELECTMEN
SEWER
TREASURER
WATER
ZONING

INVENTORY OF MUNICIPAL EQUIPMENT

HIGHWAY

1965 Joy Compressor
1966 General Utility Trailer
1983 Homemade Utility Trailer
1985 Eager Beaver Roller SRH300
1985 Chevrolet 1-ton Flatbed Pickup
1989 Mobil Street Sweeper
1989 International Salt Truck
1990 Ford L8000 Dump Truck
1992 Bombardier Sidewalk
 Plow/Sander/Sweeper/Snowblower
1992 Compactor
1993 Homemade Utility Trailer (Cold Patch)
1995 International Dump Truck
1995 Caterpillar 120G Grader w/Wing
1997 Case 621BXT Loader
2000 Mack Dump Truck
2001 Ford F550 4x4 Dump Truck
2003 John Deere 310SG Loader/Backhoe
2003 Power Eagle Pressure Washer
2003 White Lawn Mower
 - 5000 Watt Generator

WATER & SEWER

1994 Power Jet Sewer Machine
1994 Trench Box
1995 Load Rite Trailer
2000 Ford F350 Pickup w/Mechanic's Body
2002 Muffin Auger Monster
2003 GMC 2500 Pickup
2003 Wells Utility Trailer

CEMETERY

1977 Kubota Backhoe
2003 Husqvarna Mower

TOWN OFFICE

2001 Ford Crown Victoria

FIRE DEPARTMENT

1930 Hose Cart
1934 Maxim Pumper
1952 Jeep Forestry Truck
1968 Thibault 100' Aerial Ladder Truck
1978 Mack-Boyer Pumper (Universal)
1985 Chevrolet Blazer
1986 International Tanker
1988 GMC Rescue Van
1989 Spartan E-One Pumper
1994 Pace American 14' command trailer
1998 Freightliner Ambulance
1998 Ford E350 Mini-Modular Ambulance
2001 Ford E350 Mini-Modular Ambulance
2002 Cairns Viper Infrared Camera
2002 Polaris 6x6
2002 Rescue Sled Trailer
2003 Newman Pumper
 - 14' Flat Bottom Rescue Boat

TRANSFER STATION

1985 John Deere Loader 544C
1995 Bobcat Skidsteer
2000 Demogrinder
 - Balers (2)
 - Oil Filter Crusher
 - Waste Oil Furnace

POLICE

2002 Ford Crown Victoria – Cruiser
2003 Ford Crown Victoria – Cruiser

COL. TOWN RECREATION

1987 Ford Tractor
1992 Chevrolet CK1500

**TOWN OF LANCASTER, NH
Treasurer's Report
December 31, 2003**

CASH ON HAND 01.01.2003

Coos Economic Development Corp.	\$0.00
General Fund	263,682.49
MBIA Fund Accounts	1,024,247.21
Motor Vehicle Waste Fees	19,831.66
Municipal Cemeteries	82,843.55
Municipal Cemeteries Equipment	7,336.58
Payroll Account	1,759.37

TOTAL CASH ON HAND 01.01.2003 **1,399,700.86**

RECEIPTS 2003

Coos Economic Development Corp.	47,272.00
General Fund	9,693,004.12
MBIA Fund Accounts	1,005,673.83
Motor Vehicle Waste Fees	34,018.44
Municipal Cemeteries	24,007.16
Municipal Cemeteries Equipment	60.32
Payroll Account	1,328,540.64

TOTAL RECEIPTS 2003 **12,132,576.51**

EXPENSES 2003

Coos Economic Development Corp.	47,272.00
General Fund	8,363,827.36
MBIA Fund Accounts	2,029,921.04
Motor Vehicle Waste Fees	1,402.97
Municipal Cemeteries	0.00
Municipal Cemeteries Equipment	4,433.99
Payroll Account	1,329,101.35

TOTAL EXPENSES 2003 **(11,775,958.71)**

CASH ON HAND 12.31.2003

\$1,756,318.66

Respectfully Submitted,
Ann M. Huddleston, Treasurer

TOWN OF LANCASTER

FINANCIAL REPORT

FOR THE YEAR ENDED DECEMBER 31, 2003

SUMMARY OF REVENUES:

	<u>Appropriation</u>	<u>Year-To-Date</u>	<u>Encumbrances</u>	<u>Under</u>	<u>Over</u>
Taxes	\$111,700.00	\$5,249,334.44		\$9,356.82	(\$5,146,991.26)
Intergovernmental Revenues	\$230,942.00	\$268,504.55		\$3,618.28	(\$41,180.83)
Special Grants for Projects	\$60,850.00	\$201,749.34		\$5,953.25	(\$146,852.59)
Income From Departments	\$1,908,148.00	\$1,841,211.74		\$109,076.60	(\$42,140.34)
Miscellaneous Revenues	\$502,000.00	\$482,631.32		\$19,721.08	(\$352.40)
Total Revenues	<u>\$2,813,640.00</u>	<u>\$8,043,431.39</u>		<u>\$147,726.03</u>	<u>(\$5,377,517.42)</u>

SUMMARY OF EXPENDITURES:

General Government	\$775,712.74	\$785,825.40	\$10,697.57	\$23,866.77	(\$44,677.00)
Public Safety	\$859,919.00	\$827,942.08	\$2,016.23	\$29,960.69	\$0.00
Highways & Streets	\$671,280.00	\$502,816.55	\$107,246.49	\$61,216.96	\$0.00
Solid Waste, Water & Sanitation Depts.	\$773,294.00	\$741,541.26	\$12,733.23	\$31,095.92	(\$12,076.41)
Health	\$51,289.00	\$50,271.90		\$1,017.10	\$0.00
Welfare	\$40,200.00	\$53,315.38		\$0.00	(\$13,115.38)
Culture & Recreation	\$486,194.00	\$483,287.64	\$361.88	\$2,544.48	\$0.00
Debt Service	\$0.00	\$0.00		\$0.00	\$0.00
Capital Outlay & Special Projects	\$474,757.00	\$403,536.36	\$35,529.34	\$39,986.30	(\$4,295.00)
Capital Reserve Funds	\$105,000.00	\$105,000.00		\$0.00	\$0.00
Interfund Operating Transfers Out	\$0.00	\$122,597.01		\$0.00	(\$122,597.01)
Payments To Other Governments	\$0.00	\$3,402,491.00		\$0.00	(\$3,402,491.00)
Total Expenditures	<u>\$4,237,645.74</u>	<u>\$7,478,624.58</u>	<u>\$168,584.74</u>	<u>\$189,688.22</u>	<u>(\$3,599,251.80)</u>

DETAILED STATEMENT OF REVENUES:

	<u>Appropriation</u>	<u>Year-To-Date</u>	<u>Encumbrances</u>	<u>Under</u>	<u>Over</u>
From Local Taxes:					
Property Taxes	\$0.00	\$5,135,423.15			(\$5,135,423.15)
Payment in lieu of taxes	\$12,000.00	\$23,568.11			(\$11,568.11)
Miscellaneous Taxes	\$44,700.00	\$41,120.25		\$3,579.75	
Interest & Penalties on Taxes	\$55,000.00	\$49,222.93		\$5,777.07	
Total Taxes	<u>\$111,700.00</u>	<u>\$5,249,334.44</u>		<u>\$9,356.82</u>	<u>(\$5,146,991.26)</u>

Intergovernmental Revenues:

Shared Revenue Block Grants	\$40,329.00	\$79,374.00			(\$39,045.00)
Highway Block Grants	\$86,183.00	\$86,182.80		\$0.20	
State & Federal Forest Lands	\$1,691.00	\$3,826.83			(\$2,135.83)
Railroad Tax	\$2,450.00	\$0.00		\$2,450.00	
Rooms & Meals Tax	\$99,121.00	\$99,120.92		\$0.08	
Emergency Management	\$1,168.00	\$0.00		\$1,168.00	
Total Intergovernmental Revenues	<u>\$230,942.00</u>	<u>\$268,504.55</u>		<u>\$3,618.28</u>	<u>(\$41,180.83)</u>

Special Grants for Projects:

Project Impact (2002)	\$0.00	\$75,328.00			(\$75,328.00)
EDA	\$0.00	\$0.00			
Fire Training	\$0.00	\$6,975.00			(\$6,975.00)
Fire Forestry	\$0.00	\$0.00			
Communication Systems	\$0.00	\$3,953.82			(\$3,953.82)
Update Employees	\$0.00	\$0.00			
Domestic Preparation	\$0.00	\$0.00			
Feasibility Comm. Fac.	\$0.00	\$0.00			

LCC/Upper Conn River Mitigation	\$0.00	\$8,040.00		(\$8,040.00)
Heritage Trail	\$0.00	\$505.26		(\$505.26)
Emerg Manage/Supplemt Plan	\$0.00	\$5,000.00		(\$5,000.00)
PI/Administration	\$0.00	\$3,500.00		(\$3,500.00)
PI/Manholes	\$0.00	\$9,000.00		(\$9,000.00)
PI/Culverts	\$0.00	\$25,902.70		(\$25,902.70)
Fire Dept—Extrication Equipment	\$4,500.00	\$4,653.50		(\$153.50)
Fire Dept—Dry Hydrant	\$2,000.00	\$0.00	\$2,000.00	
Fire Dept—Domestic Preparation	\$2,154.50	\$2,743.87		(\$589.37)
Fire Dept—Class A Foam	\$1,225.00	\$0.00	\$1,225.00	
EMA—Update Emergency Plan	\$500.00	\$0.00	\$500.00	
EMA—Generator	\$12,073.50	\$12,074.00		(\$0.50)
EMA—Generator Installation	\$1,300.00	\$0.00	\$1,300.00	
CDBG-ADA Study	\$11,000.00	\$10,071.75	\$928.25	
Police—Software Upgrade	\$20,097.00	\$20,097.00		
Police—Domestic Preparation	\$6,000.00	\$6,584.44		(\$584.44)
Police—Homeland Security	\$0.00	\$7,320.00		(\$7,320.00)
Total Special Grants	\$60,850.00	\$201,749.34	\$5,953.25	(\$146,852.59)

Income From Departments:

Motor Vehicle Permits Fees	\$500,000.00	\$515,707.00		(\$15,707.00)
Town Clerk Fees	\$23,688.00	\$26,003.47		(\$2,315.47)
Town Office Revenues	\$3,810.00	\$4,971.05		(\$1,161.05)
Planning & Zoning	\$5,317.00	\$6,014.23		(\$697.23)
Police Department	\$21,144.00	\$24,191.22		(\$3,047.22)
Police Department – Lancaster Fair	22,000.00	\$22,861.35		(\$861.35)
Ambulance	\$322,270.00	\$323,814.70		(\$1,544.70)
Health Department	\$0.00	\$0.00		
Fire Department	\$6,500.00	\$6,156.00	\$344.00	
Highways & Streets	\$500.00	\$8.00	\$492.00	
Solid Waste Disposal/Transfer Station	\$48,000.00	\$60,325.27		(\$12,325.27)
Pay-As-You-Throw Bags	\$70,000.00	\$74,400.00		(\$4,400.00)
Water Department	\$308,925.00	\$305,766.71	\$3,158.29	
Sanitation Department	\$243,765.00	\$199,675.53	\$44,089.47	
Lancaster Municipal Cemeteries	\$37,090.00	\$26,097.16	\$10,992.84	
William D. Weeks Memorial Library	\$6,900.00	\$6,981.05		(\$81.05)
Col. Town Spending Committee	\$288,239.00	\$238,239.00	\$50,000.00	
Total Income From Departments	\$1,908,148.00	\$1,841,211.74	\$109,076.60	(\$42,140.34)

Miscellaneous Revenues:

Insurance	\$14,000.00	\$11,574.87	\$2,425.13	
Interest	\$5,000.00	\$5,352.40		(\$352.40)
Notes & Bonds	\$50,000.00	\$50,000.00		
Sale of Town Property	\$2,000.00	\$1,266.00	\$734.00	
Capital Reserve Funds	\$351,000.00	\$334,438.05	\$16,561.95	
Total Miscellaneous Revenues	\$422,000.00	\$402,631.32	\$19,721.08	(\$352.40)

Fund Balance	\$80,000.00	\$80,000.00		
TOTAL REVENUES	\$2,813,640.00	\$8,043,968.39	\$147,726.03	\$5,377,517.42

DETAILED STATEMENT OF EXPENDITURES:

	<u>Appropriation</u>	<u>Year-To-Date</u>	<u>Encumbrances</u>	<u>Under</u>	<u>Over</u>
General Government:					
Executive	\$63,700.00	\$63,132.35		\$567.65	
Election, Registration & Vital	\$37,085.00	\$36,155.78		\$929.22	
Financial Administration	\$156,590.00	\$143,237.20	\$2,000.00	\$11,352.80	
Legal Expenses	\$30,000.00	\$46,252.46			(\$16,252.46)

Personnel Administration	\$234,380.00	\$227,473.61		\$6,906.39	
Project Impact	\$1,000.00	\$12,462.80			(\$11,462.80)
EDA Grant	\$0.00	\$0.00			
Fire Department Grant	\$18,227.64	\$15,962.42	\$4,000.00		(\$1,734.78)
Emergency Management Assistance	\$19,698.00	\$23,740.43	\$2,277.57		(\$6,320.00)
CDBG—Feasibility Study	\$11,012.10	\$10,700.00		\$312.10	
Special Grants	\$29,330.00	\$35,893.21			(\$6,563.21)
Planning & Zoning	\$14,100.00	\$11,370.69	\$1500.00	\$1,229.31	
General Government Buildings	\$44,050.00	\$41,379.74	\$920.00	\$1,750.26	
Lancaster Municipal Cemeteries	\$40,790.00	\$39,970.96		\$819.04	
Insurance & Bonds	\$55,750.00	\$58,093.75			(\$2,343.75)
Advertising & Regional Association	\$20,000.00	\$20,000.00			
Total General Government	\$775,712.74	\$785,825.40	\$10,697.57	\$23,866.77	(\$44,677.00)
Public Safety:					
Police Department	\$414,605.00	\$404,974.15		\$9,630.85	
Ambulance	\$322,270.00	\$302,649.08	\$481.54	\$19,139.38	
Fire Department	\$121,320.00	\$119,716.31	\$1,534.69	\$69.00	
Safety Committee	\$1,724.00	\$602.54		\$1,121.46	
Total Public Safety	\$859,919.00	\$827,942.08	\$2,016.23	\$29,960.69	\$0.00
Highways And Streets:					
Highways & Streets	\$640,280.00	\$475,408.30	\$107,246.49	\$57,625.21	
Street Lighting	\$30,000.00	\$27,377.62		\$2,622.38	
Parking Meters	\$1,000.00	\$30.63		\$969.37	
Total Highways And Streets	\$671,280.00	\$502,816.55	\$107,246.49	\$61,216.96	\$0.00
Solid Waste, Water And Sanitation Departments:					
Solid Waste Collection	\$22,360.00	\$22,660.00			(\$300.00)
Solid Waste--MSW	\$81,277.00	\$79,684.48		\$1,592.52	
Solid Waste--CD	\$116,967.00	\$128,243.41	\$500.00		(\$11,776.41)
Water Department	\$308,925.00	\$287,368.13	\$460.28	\$21,096.59	
Sanitation Department	\$243,765.00	\$223,585.24	\$11,772.95	\$8,406.81	
Total Solid Waste, Water & Sanitation Depts.	\$773,294.00	\$741,541.26	\$12,733.23	\$31,095.92	(\$12,076.41)
Health Administration:					
Health Officer & Expenses	\$1,690.00	\$1,033.90		\$656.10	
Animal Control	\$2,450.00	\$2,089.00		\$361.00	
Health Agencies & Hospitals	\$47,149.00	\$47,149.00			
Total Health Administration	\$51,289.00	\$50,271.90		\$1,017.10	\$0.00
Welfare:					
Town Welfare	\$27,000.00	\$40,115.38			(\$13,115.38)
Community Action Program	\$4,000.00	\$4,000.00			
North Country Elderly Program	\$6,000.00	\$6,000.00			
Caleb Group	\$3,200.00	\$3,200.00			
American Red Cross	\$0.00	\$0.00			
Total Welfare	\$40,200.00	\$53,315.38		\$0.00	(\$13,115.38)
Culture And Recreation:					
Col. Town—Water	\$0.00	\$0.00			
Col. Town—Sewer	\$0.00	\$0.00			
Skating Rink	\$1,000.00	\$1,000.00			
Col. Town – Operating Expenses	\$50,000.00	\$50,000.00			
Col. Town – Roof Replacement	\$0.00	\$0.00			
Col. Town Spending Committee	\$238,239.00	\$238,239.00			

Mt. Prospect Ski Club	\$0.00	\$0.00			
Park Maintenance	\$5,000.00	\$3,602.04		\$1,397.96	
Patriotic Purposes	\$500.00	\$500.00			
Town Events	\$2,500.00	\$1,737.27		\$762.73	
Mt. Washington Regional Airport	\$2,460.00	\$2,460.00			
William D. Weeks Memorial Library	\$186,495.00	\$185,749.33	\$361.88	\$383.79	
Total Culture And Recreation	\$486,194.00	\$483,287.64	\$361.88	\$2,544.48	\$0.00
Debt Service:					
Long Term Notes & Bonds--Principal & Interest	\$0.00	\$0.00			
Interest--Tax Anticipation Note	\$0.00	\$0.00			
Total Debt Service	\$0.00	\$0.00		\$0.00	\$0.00
Capital Outlays & Special Projects:					
Bridges Replacement	\$80,000.00	\$44,470.66	\$35,529.34		
Fire Department – Vinyl Siding	\$5,000.00	\$5,000.00			
Police – Generator Installation	\$3,780.00	\$3,703.09		\$76.91	
Revaluation	\$62,100.00	\$62,059.61		\$40.39	
Fire Department – New Truck	\$200,000.00	\$199,159.00		\$841.00	
Land Purchase/Bean	\$2,877.00	\$2,877.00			
Highways & Streets – Backhoe	\$84,000.00	\$47,650.00		\$36,350.00	
Water & Sewer – New Truck	\$27,000.00	\$27,000.00			
Sanitation – Air Rators	\$10,000.00	\$7,322.00		\$2,678.00	
Culvert Thawing Machine	\$0.00	\$4,295.00			(\$4,295.00)
Total Capital Outlay & Special Projects	\$474,757.00	\$403,536.36	\$35,529.34	\$39,986.30	(\$4,295.00)
Capital Reserve Funds:					
CRF--Highway Department	\$20,000.00	\$20,000.00			
CRF--Fire Department	\$20,000.00	\$20,000.00			
CRF--Town Re-Evaluation	\$5,000.00	\$5,000.00			
CRF--Landfill Close-out	\$0.00	\$0.00			
CRF--Town Hall Improvements	\$10,000.00	\$10,000.00			
CRF--Bridges	\$25,000.00	\$25,000.00			
CRF--Police Department - Equipment	\$5,000.00	\$5,000.00			
CRF--Employees' Benefits	\$5,000.00	\$5,000.00			
CRF--Lancaster Sanitation Dept.	\$0.00	\$0.00			
CRF--Col. Town Spending Committee	\$10,000.00	\$10,000.00			
CRF--Weeks Memorial Library	\$5,000.00	\$5,000.00			
Total Capital Reserve Funds	\$105,000.00	\$105,000.00		\$0.00	\$0.00
Interfund Transfers Out:					
Tax Lien Accounts	\$0.00	\$122,597.01			(\$122,597.01)
Tax Anticipation Note	\$0.00	\$0.00			
Total Interfund Transfers Out	\$0.00	\$122,597.01		\$0.00	(\$122,597.01)
Subtotals	\$4,237,645.74	\$4,076,133.58	\$168,584.74	\$189,688.22	(\$196,760.80)
Payments To Other Governments:					
Coos County	\$0.00	\$723,728.00			(\$723,728.00)
White Mountains Regional School District	\$0.00	\$2,678,763.00			(\$2,678,763.00)
Total Payments To Other Governments	\$0.00	\$3,402,491.00		\$0.00	(\$3,402,491.00)
TOTAL EXPENDITURES	\$4,237,645.74	\$7,478,624.58	\$168,584.74	\$189,688.22	(\$3,599,251.80)

REPORT OF WELFARE DEPARTMENT

Town welfare has provided financial assistance to families and individuals with identified and verified needs. The financial commitment by the Town has been helped with our work fair program as 608.5 hours have been realized by welfare individuals.

The amount spent this past year is as follows:

WELFARE ACCOUNTABILITY							
	Food	Rent	Fuel	Medical	Electric	Other	Total
January	\$90.00	\$2,581.00	\$470.20	\$219.89	\$0.00	\$1,218.72	\$4,579.81
February	\$80.00	\$2,328.50	\$0.00	\$0.00	\$76.94	\$0.00	\$2,485.44
March	\$150.00	\$2,837.00	\$182.90	\$38.14	\$0.00	\$537.50	\$3,745.54
April	\$80.00	\$3,442.00	\$176.30	\$131.51	\$346.17	\$0.00	\$4,175.98
May	\$75.00	\$3,355.00	\$0.00	\$984.33	\$0.00	\$0.00	\$4,414.33
June	\$55.00	\$1,223.84	\$135.00	\$175.30	\$304.57	\$0.00	\$1,893.71
July	\$45.00	\$3,035.00	\$0.00	\$0.00	\$80.33	\$0.00	\$3,160.33
August	\$100.00	\$900.00	\$87.80	\$221.04	\$283.44	\$0.00	\$1,592.28
September	\$65.00	\$3,519.28	\$0.00	\$671.54	\$208.00	\$0.00	\$4,463.82
October	\$75.00	\$784.40	\$0.00	\$533.66	\$237.33	\$0.00	\$1,630.39
November	\$110.00	\$3,900.00	\$100.00	\$215.30	\$0.00	\$0.00	\$4,325.30
December	\$130.00	\$2,559.60	\$172.77	\$512.70	\$273.38	\$0.00	\$3,648.45
Totals	\$1,055.00	\$30,465.62	\$1,324.97	\$3,703.41	\$1,810.16	\$1,756.22	\$40,115.38
					Revenue	-949.08	
					Actual	\$39,166.30	

In 2003, the Town was hit quite hard with assisting individuals with rent, this was the sole component that put this department over budget. It is hoped that this trend will not continue for 2004.

Respectfully Submitted by:

Joyce A. McGee
Welfare Director

STATEMENT OF BOND DEBT

WATER FILTRATION PLANT

Amount of Original Note

4.5 percent

\$2,000,000.00

Payable to Rural Community Economic Development

Maturities	Principal	Interest
June 2004	50,434.00	76,626.00
June 2005	52,703.00	74,357.00
June 2006	55,075.00	71,985.00
June 2007	57,553.00	69,507.00
June 2008	60,143.00	66,917.00
June 2009	62,849.00	64,211.00
June 2010	65,678.00	61,382.00
June 2011	68,633.00	58,427.00
June 2012	71,722.00	55,338.00
June 2013	74,949.00	52,111.00
June 2014	78,322.00	48,738.00
June 2015	81,846.00	45,214.00
June 2016	85,529.00	41,531.00
June 2017	89,378.00	37,682.00
June 2018	93,400.00	33,660.00
June 2019	97,603.00	29,457.00
June 2020	101,995.00	25,065.00
June 2021	106,585.00	20,475.00
June 2022	111,381.00	15,679.00
June 2023	116,394.00	10,666.00
June 2024	120,638.00	5,429.00
	\$1,702,810.00	\$964,457.00

FIRE ENGINE

Amount of Original Note

\$50,000.00

Payable to Lancaster National Bank

Maturities	Principal	Interest
November 2004	\$10,000.00	\$955.36
November 2005	\$10,000.00	\$955.36
November 2006	\$10,000.00	\$955.36
November 2007	\$10,000.00	\$955.36
November 2008	\$10,000.00	\$955.36
	\$50,000.00	\$4,776.80

WILLIAM D. WEEKS MEMORIAL LIBRARY

4.75 percent

Amount of Original Note

\$650,000.00

Payable to: Rural Community Economic Development

Maturities	Principal	Interest
June 2004	13,061.67	28,681.33
June 2005	13,682.10	28,060.90
June 2006	14,332.00	27,411.00
June 2007	15,012.77	26,730.23
June 2008	15,725.87	26,017.13
June 2009	16,472.85	25,270.15
June 2010	17,255.31	24,487.69
June 2011	18,074.94	23,668.06
June 2012	18,933.50	22,809.50
June 2013	19,832.84	21,910.16
June 2014	20,774.90	20,968.10
June 2015	21,761.71	19,981.29
June 2016	22,795.39	18,947.61
June 2017	23,878.17	17,864.83
June 2018	25,012.39	16,730.61
June 2019	26,200.47	15,542.53
June 2020	27,445.00	14,298.00
June 2021	28,748.63	12,994.37
June 2022	30,114.19	11,628.81
June 2023	31,544.62	10,198.38
June 2024	33,042.99	8,700.01
June 2025	34,612.53	7,130.47
June 2026	37,978.81	3,764.19
June 2027	39,782.81	1,960.19
June 2028	1,484.41	70.51
	<hr/> <hr/>	<hr/> <hr/>
	\$567,560.87	\$435,826.05

LANCASTER FIRE DEPARTMENT

Mechanic Street

Lancaster, NH 03584

603-788-4026

During the year 2003 the Lancaster Fire Department experienced many changes, the most significant was the consolidation of the Lancaster Fire Department and the Lancaster Emergency Medical Services into one Department. This consolidation allows for a more comprehensive resource list of qualified personnel available in the area of emergency medical care, rescue, and fire suppression. This transition has gone very smoothly, both divisions have had personnel become cross-trained to better assist the residents of the town of Lancaster when an emergency occurs.

Training was a focus of the Department during 2003. Several excellent training opportunities were realized, the greatest was the creation of a box trailer into a two story training building. This allows for the most realistic training scenarios available under controlled conditions.

Several firefighters completed classes to become Firefighter Level I certified. EMS training has continued with an EMT recertification being a priority to keep the current staff up to date with continuing education. One member became EMT basic certified and 5 others are currently in the basic EMT class, which is nearing completion.

Through the help of a Highway Safety Grant the Department acquired Hydraulic rescue equipment. Members of the Department have received training with this equipment and are prepared to undertake the tasks that Automobile extrication presents.

In November the Fire Department took delivery of a 2003 Spartan Chassis Fire truck. Through the help of many members of the Department the truck was designed for the future. The truck is now in service and the members of the department are very pleased with the result of this hard work and feel that this piece of apparatus will serve the town very well.

We would like to congratulate Lt. Ron Wert for being named EMS Attendant of the year for EMS and Firefighter James Fuller for receiving the Lt. Donald White Fireman of the year award. Both of these awards were presented at the Fire Department Annual Dinner in December.

The Department was hit hard by the military deployment of several member in which we would like to recognize them and thank them for their service to our county. Firefighter Leon Rideout who was deployed early in the year. Also, EMS Captain Steve Robbins and Lt. Trevor Bates, both who left in January. Their services are missed and we hope for a speedy and safe return of these valued members of the Department

Our department goals for the year 2004 are to continue our training program so that members of the department can provide the best quality service to the community. To provide the membership with the best equipment possible, so that they may work safely and effectively when providing that service.

Members of the Lancaster Fire Department would like to thank all the members of the community for the support that you give to this Department. We are honored to serve this community and are very proud of the Department that you have helped us to achieve.



Vehicle Extrication Class



Fireman of the Year: James Fuller



Attendant of the Year: Ronald Wert

LANCASTER FIRE DEPARTMENT ROSTER

FIRE

Dep. Chief Samuel Evans
 Asst. Chief Daniel King
 Asst. Chief Gerald Berry
 Captain Kevin Whiting
 Captain Dean Flynn
 Lieutenant Michael Kopp
 Lieutenant Trevor Bates
 Michael Bastian
 David Chessman
 Peter Dickman
 Clarence Dingman
 Dana Flynn
 James Fuller
 David Hartshorn
 John Jackson
 MacGill James
 Dennis Patnoe
 Marcel Platt
 Robert Platt
 Randy Rexford
 Leon Rideout
 Dan Shultz
 Sam White
 Peter Whitney
 David Bennett
 Roger Emery
 Michael Currier
 David Fuller

FIRE & EMS

Chief Randy Flynn
 Captain Frank Brundle
 Captain Stephen Robbins
 Lieutenant Steven Jones
 William Brown
 Nicole Currier
 Shawn Grover



EMS

Lieutenant Ronald Wert
 Rita Richardson
 Brenda Ruggles
 Charity Blanchette
 Kristen Jones
 Lawrence Masse
 Tina Rexford
 Blake Janney
 Sheryl Page
 Donna Brown
 Katey Rexford
 Tim Page
 Dan Walker
 Keri Grover
 Thomas Baird
 Andrew Buteau
 John Wilkinson
 Suzanne Nile
 Todd Robinson
 Kelley Sweeney
 Lawrence Coulter, Jr
 Jenifer Rexford
 Rose Horsler
 John Brosseau
 Zina Schmidt
 Kevin Vannorden
 Catherine Harriman
 Alan Lambert
 Elkanah Masse

EMS CALLS

Medical	499
Fire Standby	65
Motor Vehicle Accidents	66
DHART Assists	26
Paramedic Intercept	22
Intermediate Intercept	3
Public Assist	8
Emergent Transfers	21
Non-Emergent Transfers	267
Total	977

FIRE CALLS

Car Fires	12
Structure Fires	1
Chimney Fires	2
Medical Assists	1
Alarm Activations	36
Hazardous Materials	2
Mutual Aid Coverage	6
Miscellaneous	21
Motor Vehicle Accidents	16
Total	97

2003 AMBULANCE FINANCIAL REPORT

Actual Expenditures as of 12/31/03	\$ 303,130.62
Actual Revenues as of 12/31/03	\$(323,814.70)
Net Profit	\$(20,684.08)



Vehicle Extrication Class

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 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 ANY outside burning. Fire permits are mandatory for all outside burning unless the ground where the burning is to be done (and surrounding area) is completely covered with snow. Violations of 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, in addition to the cost of suppressing the fire.

A new law effective January 1, 2003, prohibits residential trash burning. Contact the New Hampshire Department of Environmental Services at (800) 498-6868 or 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 making sure that the house number is correct and visible. Contact your fire department or the New Hampshire Division of Forests and Lands at www.nhdfl.org or 271-2217 for wildland fire safety information.

2003 FIRE STATISTICS

(All fires Reported thru November 30, 2003)

TOTALS BY COUNTY

	<u># of Fires</u>	<u>Acres</u>
Belknap	40	4.86
Carroll	46	13.99
Cheshire	8	.68
Coos	7	17.40
Grafton	22	12.60
Hillsborough	60	11.34
Merrimack	98	10.45
Rockingham	56	18.54
Strafford	34	7.94
Sullivan	3	2.03
	<u>Total Fires</u>	<u>Total Acres</u>
2003	374	100
2002	540	187
2001	942	428
2000	516	14 ^o

CAUSES OF FIRES REPORTED

Arson	10
Campfire	25
Children	13
Smoking	20
Debris	225
Railroad	3
Lightning	2
Equipment	8
Misc*	67

(*Misc: powerlines, fireworks, electric fences, etc.)

ONLY YOU CAN PREVENT WILDLAND FIRES

HEALTH OFFICER REPORT 2003

The Health Officer is tasked with the responsibility for ensuring that the Town is protected from disease, pestilence, and other community health issues. To this end the Town has appointed both a Health Officer and a Deputy Health Officer. We work with the Town's Emergency Management Department and the Fire Department's Emergency Medical Service to help prevent and treat disease as a result of a mass casualty or epidemic. We also assist residents who rent property in the Town and who have problems with landlords due to health issues. We work closely with the State to plan for response to terrorist activities and to assist the Town residents with problems.

Please feel free to contact us if you have questions, or problems which we might be able to resolve. The Health Officer, Stephen Robbins, has been activated by the National Guard to assist in the war against terrorism and will be gone for up to 18 months. In the meantime, I will be your primary contact.

Ronald Wert
Deputy Health Officer

LANCASTER POLICE DEPARTMENT

The Lancaster Police Department provides police coverage 24 hours a day, 7 days a week. The Town of Lancaster is extremely fortunate to have the dedicated employees that we have.

It has gotten increasingly difficult to recruit qualified Law Enforcement Officers throughout the country. The commitment necessary to become a police officer is extraordinary. There are many applicants that are unable to meet the stringent requirements that the hiring process demands. Training for a police officer is never ending and is necessary to stay on top of the ever-changing laws. Lancaster is fortunate to have well trained certified police officers.

The focus of today's Police Departments is on Community Policing Concepts. Because Lancaster remains a small town and we pretty much know everyone in the town, the Community Policing Concept has always been in place.

A very important part of our job is crime Awareness and Prevention. We offer many programs to the residents of Lancaster, beginning with the children in our schools, as well as awareness and safety programs for adults in the home and workplace, and continuing with programs for seniors that address their special needs.

The Lancaster Police Department thanks the residents of Lancaster for their continued support.



Chris St.Cyr and family at a "send off dinner" for Chris, Trevor Bates, and Stephen Robbins as they have been called to duty to serve our Country

CRIMINAL OFFENSES

Animal	400
Assault	50
Bad Check	114
Burglary	21
Criminal Trespass	20
Prowler	186
Harassment	23
Domestic Violence	58
Untimely Death	05
Theft	128
Drugs	20
Sexual Assault	08
Possession of Alcohol	17
Public Intoxication	22
Family Abuse/Neglect	43
Warrant Served	152
Falsification	01
Reckless Conduct	01
Shoplifting	01
Criminal Mischief	103
Disorderly Conduct	07
Breach of Peace	114
Forgery/Fraud	03
Resisting Arrest	02
Criminal Threatening	11
Stalking	02

ACCIDENTS

Damage over \$1000.	76
Damage Under \$1000.	57
Accidents with Injuries	09
Fatals	0
Involving animals	24
Hit & Run	10
Bicycle/Pedestrian	01
Civil Papers	63

MOTOR VEHICLE OFFENSES

Driving While intoxicated	29
Speeding	717
Unregistered Vehicle	05
Non-Inspection	142
Stop-Sign	27
Driving After Suspension	14
Following too Close	10
Conduct after Accident	03
Operating without License	09
Misuse Plates	05
Improper Operation	107
Reckless Operation	07
Yellow Line	71
Passing School Bus	03
Defective Equipment	326
Parking Violations	38
Child Restraint	04
Open Container	03
Littering	18
OHRV Violations	25
Failure to Dim Lights	03

MISCELLANEOUS ACTIVITIES

Motor Vehicle Warnings	618
Assist Motorist	266
Alarms answered	172
Doors/Windows Opened	179
Assist Other Police	643
Breath/Blood Tests	38
Relays	129
Fires/Flood	34
Assist Other Agencies	2954
Missing Persons	16
Violation Protective Order	09

2003 K-9 Activity

Six (6) Public Demonstrations

Six (6) K-9 Tracks

Ten (10) Building Searches (Building found unlocked, while on duty)

K-9 Training:

- Monthly training with NHSP
- Regular training locally
- K-9 Training includes Tracking (criminals or lost children), Building Searches, Article Searches, Vehicle and Officer protection, Criminal Apprehension, Crowd Control, Obedience and Agility

K-9 King received Police Dog 1 Certification through the United States Police Canine Association. In 2003, K-9 King and Officer Hood re-certified as members of the NH State Police Patrol Dog Team.



THE STATE OF NEW HAMPSHIRE
TOWN OF LANCASTER
LANCASTER TOWN WARRANT
2004

To the inhabitants of the Town of Lancaster, in the County of Coos, qualified to vote in town affairs.

You are hereby notified, to meet at the Town Hall in said Lancaster on Tuesday, the 9th day of March, at Eight O'clock in the forenoon to act upon the subjects hereinafter mentioned. The polls will be open at said meeting place on said date from Eight O'clock in the forenoon to act upon Articles 1 and 2 by written ballot and will remain open until 7:00 P.M. for this purpose.

The business meeting will be held at 7:30 P.M. at the above mentioned Town Hall to act upon the remaining articles.

ARTICLE 1: To choose One (1) Selectman for three (3) years; One (1) Selectman for one (1) year; One (1) Trustee of Trust Funds for Three (3) years; One Supervisor of the Checklist for Six (6) years; One (1) Library Trustee for three (3) years; One (1) Cemetery Trustee for three (3) years; One (1) Emmons Smith Fund Committee member for three (3) years; Three (3) Budget Committee Members for three (3) years; One Budget Committee Member for two (2) years; Three (3) Colonel Town Spending Committee members for three (3) years.

ARTICLE 2: "Are you in favor of the adoption of the revised Town of Lancaster Zoning Ordinance as proposed by the Planning Board?". (Recommended by the Lancaster Planning Board)

ARTICLE 3: To see if the Town will vote to raise and appropriate the sum of **Seventy Two Thousand Dollars (\$72,000.00)** for the purpose of purchasing an ambulance, and to authorize the issuance of not more than \$72,000.00 of long term notes or bonds in accordance with RSA 33, and to authorize the selectmen to issue and negotiate such notes or bonds and to determine the rate of interest thereon. The first payment on this note or bond will not be due until 2005. (Voted on by written ballot after discussion – 2/3rds vote required) (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 4: Shall we modify the elderly exemptions from property tax in the town of Lancaster, based on assessed value, for qualified taxpayers, to be as follows: for a person 65 years of age up to 75 years, \$20,000.00; for a person 75 years of age up to 80 years, \$25,000.00; for a person 80 years of age or older, \$30,000.00. To qualify, the person must have been a New Hampshire resident for at least 5 years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least 5 years. In addition, the taxpayer must have a net income of not more than \$18,400.00 or, if married, a combined net income of less than \$26,400.00; and own net assets not in excess of \$35,000.00 excluding the value of the person's residence. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 5: To see if the Town will vote to authorize the establishment of a Capital Reserve Fund (pursuant to RSA Chapter 35:1) for the purpose of facility upgrades to Lancaster's Transfer Station and to raise and appropriate the sum of **Fifteen Thousand Dollars (\$15,000.00)** for this purpose, and to appoint the Selectmen as agents to expend from this fund. This article is included in Article 29, the operating budget. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 6: To see if the Town will vote to raise and appropriate the sum of **One Hundred Eight Thousand Dollars (\$108,000.00)** to be added to the following Capital Reserve Fund accounts previously established for the purpose and in the amounts indicated:

Town Re-Evaluation	\$ 10,000.00
Highway	\$ 28,000.00
Fire Dept.	\$ 20,000.00
Town Hall Improvements	\$ 10,000.00
Bridge Replacement	\$ 25,000.00
Police Dept	\$ 5,000.00
Employee Benefits	\$ 5,000.00
Library	\$ 5,000.00
Total	\$108,000.00

This article is included in Article 29, the operating budget. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 7: To see if the Town will vote to raise and appropriate the sum of **Three Thousand Two Hundred Dollars (\$3,200.00)** for the support of the Caleb Group (enhancing independent living). (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 8: To see if the Town will vote to raise and appropriate the sum of **One Thousand Dollars (\$1,000.00)** for the support of the Lancaster Humane Society. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 9: To see if the Town will vote to raise and appropriate the sum of **Six Thousand Dollars (\$6,000.00)** for the support of the North Country Senior Meals and Transportation Program. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 10: To see if the Town will vote to raise and appropriate the sum of \$.75 per capita (**Two Thousand Four Hundred Sixty Dollars - \$2,460.00**) for the Town's share of the operating budget for the Mt. Washington Regional Airport Authority for the current fiscal year. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 11: To see if the Town will vote to raise and appropriate the sum of **Five Thousand Eight Hundred Five Dollars (\$5,805.00)** for the support of White Mountain Mental Health and Developmental Services. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 12: To see if the Town will vote to raise and appropriate the sum of \$.40 per capita (**One Thousand Three Hundred Twelve Dollars - \$1,312.00**) for the support of the American Red Cross – Greater White Mountain Chapter. (Not recommended by the Board of Selectmen or the Budget Committee)

ARTICLE 13: To see if the Town will vote to raise and appropriate the sum of **Four Thousand Dollars (\$4,000.00)** for the support of the Tri-County Community Action Program. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 14: To see if the Town will vote to raise and appropriate the sum of **Two Hundred Thirty Dollars (\$230.00)** for the support of the North Country Home Health and Hospice Agency. (Not recommended by the Board of Selectmen or the Budget Committee)

ARTICLE 15: To see if the Town will vote to raise and appropriate the sum of \$.50 per capita (**One Thousand Six Hundred Forty Dollars - \$1,640.00**) for the support of the Northern Gateway Chamber of Commerce for the current fiscal year. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 16: To see if the Town will vote to authorize the Board of Selectmen to exchange strips of land with Aldine and Mary Tillotson thereby confirming the location of Spring Street in the Town of Lancaster near its intersection with Elm Street. Said exchange shall be on such terms and conditions as the Selectmen deem prudent with all costs of survey and transfer to be borne by the Tillotsons. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 17: To see if the Town will vote to authorize the Board of Selectmen to sell certain Town owned property shown on tax map R23 Lot 15, R21 Lot 10D, R11 Lot 57, P5 Lot 54, R11 Lot 13, P2, Lots 24, 25 & 26, P14 Lot 37, R11 Lot 92 and R6 Lot 19. Said property will be sold by the Town on such terms and conditions as the Selectmen deem prudent with cost of survey and land transfer to be borne by the purchaser. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 18: To see if the Town will vote to raise and appropriate the sum of **Ten Thousand Dollars (\$10,000.00)** for a partial revaluation of the town and authorize the withdrawal and expenditure of said sum from the Town Revaluation Capital Reserve Fund created for that purpose. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 19: To see if the Town will vote to raise and appropriate the sum of **One Hundred Twelve Thousand Dollars (\$112,000.00)** to purchase a new plow truck with attachments and to authorize the withdrawal and expenditure of said sum from the Highway Capital Reserve Fund created for that purpose. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 20: To see if the Town will vote to raise and appropriate the sum of **Seventy-Five Thousand Dollars (\$75,000.00)** for the purpose of bridge replacement and to authorize the withdrawal and expenditure of said sum from the Bridge Replacement Capital Reserve Fund created for that purpose. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 21: To see if the Town will vote to raise and appropriate the sum of **Sixteen Thousand Eight Hundred Fifty Dollars (\$16,850.00)** for the purpose of engineering plans for the landfill closure and to authorize the withdrawal and expenditure of said sum from the Landfill Closeout Capital Reserve Fund created for that purpose. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 22: To see if the Town will vote to raise and appropriate the sum of **Forty Five Thousand Four Hundred Seventy Seven Dollars (\$45,477.00)** to be used to purchase a horizontal recycling baler and necessary accessories (\$41,677.00), to make necessary electrical upgrades to utilize the baler (\$500) and to purchase a grapple bucket for the Bobcat to be used in the cardboard recycling process (\$3,300.00). Said funds shall be withdrawn from the Motor Vehicle Waste Fund and no amount is to be raised from taxation. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 23: To see if the Town will vote to raise and appropriate the sum of **Fifteen Thousand Dollars (\$15,000.00)** to be added to the Fire Department Capital Reserve Fund previously established. This sum to come from the sale of the 1978 Mack/Boyer (body) Pumper. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 24: To see if the Town will vote to raise and appropriate the sum of **Three Hundred Fifty Thousand Dollars (\$350,000.00)** to be added to the Water Department Capital Reserve Fund previously established. Said sum to come from water fund balance (surplus) and no amount to be raised from taxation. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 25: To see if the Town will vote to raise and appropriate the sum of **Three Hundred Fifty Thousand Dollars (\$350,000.00)** to implement the Portland Street Water Improvement Project to upgrade and improve the Lancaster Water System and to authorize the withdrawal and expenditure of said sum from the Lancaster Water Department Capital Reserve Fund created for that purpose. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 26: To see if the Town will vote to raise and appropriate the sum of **One Thousand Dollars (\$1,000.00)** to be added to the Sewer Department Capital Reserve Fund previously established. This sum to come from sewer fund balance (surplus) and no amount to be raised from taxation. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 27: To see if the Town will vote to raise and appropriate the sum of **Eight Thousand Dollars (\$8,000.00)** for painting at the Weeks Memorial Library and to authorize the withdrawal and expenditure of said sum from the Weeks Library Capital Reserve Fund created for that purpose. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 28: To see if the Town will vote to raise and appropriate the sum of **Forty Six Thousand Dollars (\$46,000.00)** for a survey and an engineering study for anticipated improvements to drainage, sidewalks, water and sewer infrastructure on Summer Street (phase II) and Causeway Street. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 29: To see if the Town will vote to raise and appropriate the sum of **Three Million Eight Hundred Eighty Two Thousand Eight Hundred Twenty Seven Dollars (\$3,882,827.00)** which represents the operating budget. Said sum includes Articles 5 & 6 but does not include any other Warrant Articles. (Recommended by the Board of Selectmen and the Budget Committee)

ARTICLE 30: The purpose of this request for funding the Lancaster Play and Learning Center, a non-profit organization, located on 3 Cemetery Street to help pay for a Summer Enrichment program. This program will be offered to presently enrolled children and encourage new enrollment at a time when enrollment is low. The program will include theater, science and other art forms. The school and community benefit through additional learning opportunities. Children who participate in the arts perform better in school. The estimated cost for this for the center is \$5,000.00. We serve about 35 families in the Lancaster area every year. We have about 35 children enrolled in our programs every year. We have provided child care services to the Lancaster area residents for over 25 years. Please give our request consideration. Without funding we will not be able to keep our rates affordable. (By Petition) (Not recommended by the Board of Selectmen or the Budget Committee)

ARTICLE 31: Any and all new positions created by the Lancaster selectmen or Town Manager must be approved by a vote of people at Town Meeting. (By Petition) (Not recommended by the Board of Selectmen or the Budget Committee)

ARTICLE 32: To transact other business that may legally come before this meeting.

Given under our hands and seal this *13th* day of February, in the year of our Lord, Two Thousand and Four.

/s/ *Linda E. Hutchins*
Linda E. Hutchins

/s/ *Roger A. Gingue*
Roger Gingue

/s/ *Royce Hutchinson*
Royce Hutchinson

Board of Selectmen
Town of Lancaster, N.H.

A TRUE COPY OF WARRANT ATTEST:

/s/ *Linda E. Hutchins*
Linda E. Hutchins

/s/ *Roger A. Gingue*
Roger Gingue

/s/ *Royce Hutchinson*
Royce Hutchinson

Board of Selectmen
Town of Lancaster, N.H.

BUDGET OF THE TOWN OF LANCASTER, NH

**Estimated expenditures for the Ensuing Year, January 1, 2004 to December 31, 2004
with Estimated and Actual Appropriations and Expenditures of the Previous Year,
January 1, 2003 to December 31, 2003.**

Purposes of Appropriation	Actual Approp. Current Year	Actual Expend. Current Year	Selectmen's Budget Ens. Fisc. Year	Bud. Com. Recom. Ens. Fisc. Year	Bud. Com. NOT Recom. Ens. Fisc. Year
GENERAL GOVERNMENT					
Executive	\$63,700.00	\$63,132.00	\$65,910.00	\$65,910.00	
Elec., Reg. & Vital Stat.	\$37,085.00	\$36,156.00	\$40,010.00	\$40,010.00	
Financial Administration	\$156,590.00	\$145,237.00	\$215,955.00	\$215,955.00	
Project Impact	\$79,268.00	\$105,036.00	\$30,600.00	\$30,600.00	
Safety Committee	\$1,724.00	\$603.00	\$1,727.00	\$1,727.00	
Legal Expense	\$30,000.00	\$46,252.00	\$34,500.00	\$34,500.00	
Personnel Administration	\$234,380.00	\$227,474.00	\$266,380.00	\$266,380.00	
Planning & Zoning	\$14,100.00	\$12,871.00	\$11,100.00	\$11,100.00	
General Government Bldg.	\$44,050.00	\$42,300.00	\$43,800.00	\$43,800.00	
Cemeteries	\$40,790.00	\$39,971.00	\$39,310.00	\$39,310.00	
Insurance	\$55,750.00	\$58,094.00	\$64,940.00	\$64,940.00	
Advertising & Reg. Assoc.	\$20,000.00	\$20,000.00	\$10,000.00	\$10,000.00	
PUBLIC SAFETY					
Police	\$392,605.00	\$383,962.00	\$400,535.00	\$400,535.00	
Ambulance	\$322,270.00	\$303,131.00	\$0.00	\$0.00	
Fire	\$121,320.00	\$121,251.00	\$0.00	\$0.00	
Fire/EMS	\$0.00	\$0.00	\$456,980.00	\$456,980.00	
Lancaster Fair	\$22,000.00	\$21,012.00	\$22,000.00	\$22,000.00	
AIRPORT/AVIATION CENTER					
Airport Operations	\$2,460.00	\$2,460.00	\$0.00	\$0.00	
HIGHWAYS AND STREETS					
Highways and Streets	\$640,280.00	\$582,655.00	\$659,520.00	\$659,520.00	
Street Lighting	\$30,000.00	\$27,378.00	\$28,750.00	\$28,750.00	
Parking Meters	\$1,000.00	\$31.00	\$0.00	\$0.00	
SANITATION					
Solid Waste Collection	\$22,360.00	\$22,660.00	\$23,215.00	\$23,215.00	
Solid Waste Disposal	\$198,244.00	\$208,428.00	\$215,385.00	\$215,385.00	
Sewer Department	\$243,765.00	\$235,358.00	\$233,420.00	\$233,420.00	
WATER DISTRIBUTION & TREATMENT					
Water Services	\$308,925.00	\$287,828.00	\$305,430.00	\$305,430.00	
ELECTRIC					
Electrical Operations					
HEALTH					
Administration and Pest Control	\$4,140.00	\$3,123.00	\$2,295.00	\$2,295.00	
Health Agencies & Hosp.	\$47,149.00	\$47,149.00	\$48,510.00	\$48,510.00	

Purposes of Appropriation	Actual Approp. Current Year	Actual Expend. Current Year	Selectmen's Budget Ens. Fisc. Year	Bud. Com. Recom. Ens. Fisc. Year	Bud. Com. NOT Recom. Ens. Fisc. Year
WELFARE					
Direct Assistance	\$27,000.00	\$40,115.00	\$30,000.00	\$30,000.00	
Other Programs	\$13,200.00	\$13,200.00	\$0.00	\$0.00	
CULTURE & RECREATION					
Parks & Recreation	\$294,239.00	\$292,841.00	\$272,727.00	\$272,727.00	
Library	\$186,495.00	\$186,111.00	\$193,928.00	\$193,928.00	
Patriotic Purposes	\$3,000.00	\$2,237.00	\$3,000.00	\$3,000.00	
DEBT SERVICE					
Prin-Long Term Bonds/Notes					
Int.-Long Term Bonds/Notes					
Interest on TAN					
CAPITAL OUTLAY					
Land	\$2,877.00	\$2,877.00	\$1,900.00	\$1,900.00	
Mach., Veh., & Equip	\$324,780.00	\$289,129.00	\$0.00	\$0.00	
Buildings	\$5,000.00	\$5,000.00	\$0.00	\$0.00	
Improvements other than Bldgs.	\$142,100.00	\$142,060.00	\$38,000.00	\$38,000.00	
Special Projects					
OPERATING TRANSFERS					
Capital Reserve Funds	\$105,000.00	\$105,000.00	\$123,000.00	\$123,000.00	
TOTAL APPROPRIATIONS	\$4,237,646.00	\$4,122,122.00	\$3,882,827.00	\$3,882,827.00	

**Estimated revenues for the Ensuing Year, January 1, 2004 to December 31, 2004
with Estimated and Actual Revenues of the Previous Year,
January 1. 2003 to December 31. 2003.**

Sources of Revenues	Estimated Revenue Current Year	Actual Revenue Current Year	Selectmen's Budget Ens. Fisc. Year
TAXES			
Land Use Change Taxes	\$17,000.00	\$12,400.00	\$13,000.00
Yield Taxes	\$25,000.00	\$25,260.00	\$25,000.00
Payment in Lieu of Taxes	\$12,000.00	\$23,568.00	\$21,000.00
Other Taxes	\$2,700.00	\$3,461.00	\$3,000.00
Int & Pen - Delinquent Taxes	\$55,000.00	\$49,223.00	\$50,000.00
LICENSES, PERMITS & FEES			
Motor Vehicle Permit Fees	\$500,000.00	\$515,707.00	\$545,000.00
Building Permits	\$1,000.00	\$1,355.00	\$1,000.00
Other Lic., Permits & Fees	\$22,688.00	\$24,648.00	\$23,424.00
Emergency Management	\$1,168.00	\$0.00	\$676.00
FROM STATE			
Shared Revenue	\$40,329.00	\$79,374.00	\$40,329.00
Highway Block Grant	\$86,183.00	\$86,183.00	\$86,183.00
State & Federal Forest Land	\$1,691.00	\$3,827.00	\$1,691.00
Other	\$2,450.00	\$0.00	\$0.00
Room & Meals Taxes	\$99,121.00	\$99,121.00	\$99,121.00
Special Grants & Projects	\$60,850.00	\$126,421.00	\$27,950.00
Project Impact	\$0.00	\$75,328.00	\$0.00
CHARGES FOR SERVICES			
Income from Departments	\$191,271.00	\$210,502.00	\$201,744.00
Other Charges (Ambulance)	\$322,270.00	\$323,815.00	\$322,270.00
MISCELLANEOUS REVENUES			
Sale of Municipal Property	\$2,000.00	\$1,266.00	\$2,000.00
Interest on Investments	\$5,000.00	\$5,352.00	\$5,000.00
Col Town - Cemeteries - Library	\$332,229.00	\$271,317.00	\$282,787.00
INTERFUND OPER. TRANSFERS IN			
Sewer	\$243,765.00	\$199,676.00	\$233,420.00
Water	\$308,925.00	\$305,767.00	\$305,430.00
Capital Reserve Funds	\$351,000.00	\$334,438.00	\$0.00
OTHER FINANCING SOURCES			
Proc from Long Term Notes & Bonds	\$50,000.00	\$50,000.00	\$0.00
Fund Balance	\$80,000.00	\$80,000.00	\$150,000.00
TOTAL REVENUES AND CREDITS	\$2,813,640.00	\$2,908,009.00	\$2,440,025.00
Total Appropriations (Excl. of Certain Warrant Articles)			\$3,882,827.00
Less: Amt. of Est. Revs. (Excl. of Taxes)			\$2,440,025.00
Amt. of Taxes Raised (Excl. of School & County)			\$1,442,802.00



HIGHWAY DEPARTMENT

The Highway Department had a busy year in 2003, with many projects completed and many more projects yet to be done.

All together, in 2003 the Highway Department replaced 42 culverts—totaling 1469 feet of metal pipe. Most of the culvert work was done on the many miles of gravel roads that Lancaster has, particularly “out east.” In 2004, we hope to continue with the culvert work as many more culverts need to be replaced due to their failing condition.

In 2003, The Highway Department also replaced 182 feet of 8-inch plastic drainage pipe on Garland Road and we hope to be able to continue with the installation of plastic culvert and drainage pipe in 2004. As many of you are aware, New Hampshire Department of Environmental Services requires communities to file with the Wetlands bureau before culvert replacement is done. New “permit by notification” rules should streamline this process in 2004. We have also been trying to clean out and improve the roadside ditches along our gravel roads. Gravel continues to be a significant annual expense as we continue to build up and improve various sections of the roads. The Highway Department also totally replaced four catch basins and repaired many others catch basins in Town.



The Town continued with the sidewalk replacement project on Main Street—this year we replaced the sidewalk from the Double SS Restaurant to the Pebbles Building. Phase one of the Summer Street project went well and we were able to replace the box culvert on Summer Street. On the day that the guardrails on this box culvert were to be completed, we found that we had 22 inches of frost and the project could not be completed as scheduled. The Town will have the contractor complete this project as soon as the weather permits in the spring.

To assist in our projects, we were able to purchase a new John Deere Backhoe, which has proved to be a good piece of equipment. The Highway Department has a new employee—Arthur Dunn. Arthur has proven to be an excellent worker and he fits in very well with our “crew.”

Winter maintenance has been busy as always—in fact, FEMA declared December 6 & 7, 2003 as a Snow Emergency days. As part of this declaration, the Town may be able to receive assistance with the additional winter maintenance expenses incurred on those days. In the next few weeks, the Highway Department will be identifying trees that are within the Town’s right-of-way that pose a safety threat for winter maintenance or school bus operation. The Town will be wrapping these trees within forester’s ribbon/tape, which does not damage or hurt the trees. In 2004, we will be deciding which of these trees will need to be removed for safety reasons. If you have any questions or concerns about a tree that has been marked, please let us know. Also, PSNH will be doing some tree clearing around utility lines in 2004.

Thank you to everyone for their continued support of the Highway Department in 2004.

Dennis Donnelly
Lancaster Highway Department
Highway Foreman

POLICY

It shall be the policy of the Town of Lancaster that the Road Agent or Highway Supervisor shall have complete authority to remove trees or portions of trees which have been declared a public nuisance pursuant to RSA 231:145 and 231:146, when such trees or portions of such trees pose an imminent threat to safety or property. This authority shall exist without regard to the designation of a highway or state maintained road as a scenic road pursuant to this written authorization by the Selectmen and RSA 231:158. When such tree or portion of a tree poses an imminent threat to safety or property, no notice to the abutting landowner will be sought nor is none required pursuant to RSA 231:145. This policy shall not affect the ability of the Town of Lancaster to clear trees less than fifteen inches in circumference (at a point four feet from the ground) that exist within any road right-of-way pursuant to RSA 231:150.

Duly adopted:

January 5, 2004

Signed: Roger Gingue
 Linda Hutchins





LANCASTER TRANSFER STATION AND RECYCLING CENTER



The Lancaster Transfer Station and Recycling Center had a good year with the amount of recyclables up. The employees at Transfer Station would like to thank the following people that help make our job easier the public for there effort in recycling because of you the amount of recyclables has increased, Way-no's Rubbish Removal for the great job they do with the curbside contract and the local stores that sell the Town Bags.

The Transfer Stationed received a grant for \$2,385.00 from the DES that we used for a waste oil transfer pump, spill kits and waste oil furnace repairs.

It looks like the Transfer Station will be staying were it is because of the house bill 519 that was passed by the state in 2003. We have met with The Department of Environmental Services on some improvements that need to be completed to make the Transfer Station more user friendly.

Our goals for 2004 are as follows:

1. The purchase of a horizontal baler possibly with some grant money.
2. The purchase of a grapple bucket for the bobcat.
3. To make the facility more user friendly.

Here is a list of the items we recycle and the quantity we recycled in 2003.

• Cardboard	218.37 TONS
• Newspaper	48.72 TONS
• Low grade paper	121.90 TONS
• Tin cans	7.20 TONS
• Al. cans	2.25 TONS
• Plastic including #1 Pete Soda, HDPE-N Milk, HDPE-C	5.00 TONS
• Glass	140.00 TONS
• Tires	35.00 TONS
• Scrap Steel	318.85 TONS
• Scrap Aluminum	1.00 TON
• Compost	48.00 TONS
• Shingles	51.00 TONS
• Textiles	10.00 TONS
• Paint	1.00 TON
• Propane Tanks	2.00 TONS
• Fluorescent Bulbs	.50 TON

This year the recycling rate for the products that went through our facility is 62%

Amount of M.S.W. shipped to Mt. Carberry Landfill in 2003	572 Tons
Amount of demo shipped to NCES Landfill in 2003	414 Tons
Amount of recycled items collected at the Transfer Station in 2003	970 Tons

2003 M.S.W. BUDGET (P.A.Y.T.)

BUDGETED EXPENDITURES	\$81,277.00	ACTUAL EXPENDITURES	\$79,684.48
BUDGETED REVENUE	\$70,000.00	ACTUAL REVENUE	\$74,400.00
UNCOLLECTED BAG REVENUE FOR 2003			\$1,030.00
<u>UNSOLD BAGS IN STOCK</u>			<u>\$4,900.00</u>
COST TO TAX PAYER			-\$645.52

2003 C&D BUDGET (DEMO AND RECYCLING)

BUDGETED EXPENDITURES	\$116,967.00	ACTUAL EXPENDITURES	\$128,243.41
<u>BUDGETED REVENUES</u>	<u>\$48,000.00</u>	<u>ACTUAL REVENUES</u>	<u>\$60,325.80</u>
COST TO THE TAX PAYER FOR DEMO & RECYCLING			\$67,917.61
<u>COST TO THE TAX PAYER FOR MSW</u>			<u>-\$645.52</u>
TOTAL COST TO THE TAX PAYER			\$67,272.09

COST AVOIDANCE BY RECYCLING 970 TONS x \$67.00 PER TON
PLUS TRUCKING COST OF \$13,887.00 = \$78,877.00

Respectfully submitted,
Dennis Patnoe

LANCASTER WATER AND WASTEWATER TREATMENT FACILITIES

Lagoon Wastewater Treatment Facility

E.P.A. #NH100145

Year 2003 for the Lagoon Wastewater Facility was primarily dedicated to the facility on Water Street Extension. We completed some maintenance projects as well as some new upgrades. The outside façade was repainted a vibrant Julep color with all the trim painted gray. We converted the old chlorine storage room into much needed storage for water, sewer, and highway departments. A total of five aerators were replaced, three being new and two rebuilt. A new HACH CL-17 chlorine analyzer with residual proportioned pump control was installed which has proven to be a great asset with consistent chlorine residual and less usage. Safety issues around the chlorine contact chamber were addressed with fencing and covers eliminating any unsafe openings.

Grange Wastewater Treatment Facility

E.P.A. #NH0101249

The year 2003 was full of continuous research and experiment for the Grange Facility as we are still trying to eliminate all infiltration into the system. The influent flow rate continues to decrease but more “tweaking and prodding is needed” to keep the facility in compliance. A new phone line was installed at the facility in preparation for a complete alarm system installation, this upgrade is required by NHDES for compliance and will allow us 24 hour monitoring of the facility. A new set of stairs and concrete walkway was installed at the facility allowing a safe approach into the building as requested by the safety committee.

Lancaster Water Treatment Facility

E.P.A. #1291010

In 2003, the Lancaster Water Facility produced an average of 15,500,000 gallons of water per month of treated water to the Lancaster community with an average flow rate of 500,000 gallons per the day. The months of January and August proved to be most demanding. The average annual chlorine residual was 0.97mg/l and average annual fluoride concentration was 1.21mg/l. Inorganic Chemicals, Nitrates, Nitrites and Lead and Copper analysis results were less than the Maximum Contaminate Level (MCL) set by the Safe Drinking Water Act (SDWA). A new HACH EC-310 pH meter installation at the water facility replaced the failed unit. This new unit allows us constant monitoring of the pH concentration for corrosion control purposes

Respectfully Submitted

Timmy J. Bilodeau

Chief Operator

Water and Wastewater

LANCASTER WATER DISTRIBUTION AND WASTEWATER COLLECTION SYSTEM

Water Distribution

The winter of 2003 proved to be very busy for the Water Department, due to extremely cold temperatures, the frost line exceeded 5 feet in many areas of town, which caused many frozen and broken water lines.

As soon as the winter months were behind us we began working on some anticipated projects. The first project was to install a new water line on Cottage St., where the existing galvanized line had failed and left two homes without water in the middle of the winter. Fortunately, Mrs. McGraw allowed us to run temporary services from her home to the two homes affected. Many thanks to everyone involved for their understanding and patience during that time.

Throughout the summer, we worked on the replacement of several new fire hydrants and valves, in an effort to upgrade the old and worn out hydrants in our system. Last year there were many new homes constructed—we added ten new services to our system by live-tapping the water mains and running service connections to property line curb stops.

In September we began working with the State of N.H. Department of Transportation (DOT) on Portland Street. The first part of this project involved replacing the existing A.C. water main with new 8" ductile iron, as well as all new service lines. We have also discovered that there is a large section of sewer line that is in need of replacement. We anticipate that this project will get back under way in the spring of 2004. The State of NH D.O.T. expects to begin their road reconstruction and drainage project during the summer of 2004.

In the summer of 2004 we are planning to have a hydraulic study done to identify the problems with the low water pressure areas in town, such as, Holton Park, Blackberry Lane, upper Prospect St., upper Portland St., Hartco Ave., and the Bunker Hill area. We are fully aware that these problems need to be addressed and we want to be sure we take the best approach possible to help fix this problem.

Wastewater Collection System

Our first goal of 2003 was to continue our efforts to eliminate water infiltration problems into our sanitary sewer system. Toward that effort, we installed 30 sealed ring and covers on all the manholes that run through the flood plain. While working on that project, we discovered that there were four manholes that were damaged from unstable soil conditions. Severn and Trent Pipeline Services were able to repair the manholes—depending on the season, they estimated that between 10 and 75 gallons per minute of ground water infiltration was entering the manholes. This proved to be true as we have noticed a decline in flows at our main pump station since the project has been completed.

We have started a line cleaning and T.V. camera inspection of our sewer line system in order to determine if any sewer lines need to be repaired or replaced before any paving is done. This will give us a better idea of what areas of town need attention first.

Respectfully Submitted,

Michael Huntington
Distribution and Collections Supervisor

PROJECT IMPACT

2003 was a year of completion!

The manhole project saw the finishing touches during the spring when 24 manholes were replaced and sealed along the flood plain. This fixed a serious infiltration problem into the main sewer system. Many man-hours from our Water/Sewer Dept. saw this project through.

Summertime brought the culvert replacement on Summer Street near Indian Brook Trailer Park. HEB Engineering Firm engineered the project and L.A. Drew was contracted to do the work. The Town's Project Manager oversaw the project and was very pleased with the work that was done. This new culvert replaced a worn out culvert and will allow for better water flow. The guardrails will be finished in the spring of 2004. More work needs to be done on Indian Brook itself as the brush along the brook needs to be tended too and the other box culvert on Depot Street needs to be replaced. More monies will be sought to see if these other projects can be done.

All monies were received from the Federal Emergency Management Agency (FEMA) in 2000 and a letter of close-out has been received.

A "thank you", to Becky Oleson for securing the funds and administrating these projects.

GRANTS

The Town continues to secure funds through grants. A "thank you" to North Country Council for their help in writing many of the grants and to the many department heads who have applied and received funding.

A total of \$77,089.82 has been received in grant monies. The following is a summary of projects:

- Upper Valley River Mitigation – Study on Ice Retention Dam-\$8,040.00 (100% funded)
- Extraction Equipment – Fire Dept. - \$4,653.50 (50% State, 50% Town)
- Dry Hydrant – Fire Dept. - \$2,000.00 (50% State, 50% Town) * Did not receive as of 12/31/03.
- Domestic Preparation – Homeland Security, Police & Fire/EMS - \$16,648.31 (100% funded)
- Class A Foam Proportioner - \$1,225.00 (50% State, 50% Town)* Did not receive as of 12/31/03
- Generator – Emergency Management, Town Hall - \$12,074.00 (75% State, 25% Town)
- CDBG/Feasibility Study – ADA, Town Hall - \$10,071.75 (100% funded)
- Software Upgrade – Police Dept. - \$20,097.00
- Trail Maintenance – Heritage Trail - \$505.26 (100% funded)
- Emergency Management Plan - \$5,000.00 (100% funded)

Respectfully submitted,

Joyce A. McGee, Town Manager

EMERGENCY MANAGEMENT DEPARTMENT

The Emergency Management Department is responsible for preparing for emergencies; Big Emergencies. We work with the State and Federal Emergency Management organizations to prepare for mass casualties due to natural or man-made causes. The Emergency Management Director works for the Town Manager and ensures that the Town Emergency Management Plan is kept up to date. I also work with and help coordinate the training and plan development efforts of the various town agencies that would be involved in resolving a mass casualty. These include but are not limited to the: Police Department, Fire Department (with Emergency Medical Services), Public Works Department (Highway, Water, and Sewer), Lancaster School, Weeks Medical Center, The Red Cross, First Student Bus Company, and whoever else can help. We are currently having the Town Emergency Management Plan updated to conform with the State and Federal guidelines recently changed to provide for better usability in an emergency.

Like all other plans for emergencies and insurance policies, we hope we never need them but if we do, its good to have them in place before they are needed.

Ronald Wert – Emergency Management Director

SAFETY COMMITTEE

The safety committee 2003 proved to be a continuing positive progression from the previous year. With the help of dedicated volunteers, members from every department joined to organize teams to tackle the overwhelming task of inspecting each one of the town's twenty-five different facilities. This annual investigation became the responsibility and highest goal, of task force teams, which conducted thorough safety related reports for every locale.

These reports were brought to the attention of the Town Manager along with a notification to respond and comply, which was directed to each department head. By prioritizing safety concerns and implementing this "follow-up" strategy, many immediate issues throughout the town were surveyed and quickly rectified. (it is most unfortunate that due to budget constraints some safety concerns proved to be monetarily unattainable and remain tabled in committee)

In the spring, the Safety committee organized and sponsored a course directed at those interested in rules and regulations of traffic control flagging procedures. This six hour intensive, certification course was conducted by Ken Ward of NHMA. Awards were granted to all twenty-four participants representing many towns of the North Country Region.

Recruiting new members and the election of a new chairman was the order of business during the annual luncheon. Committee secretary, Jean Olson was recognized for her diligent service and years of dedication.

Members of the committee would like to thank the department heads, employees and especially the Town Manager for their co-operation and timely response to keep safety the number one priority of Lancaster.

COL. TOWN REPORT

2003

This year has proven to be another exciting and busy time at Colonel Town. In December, we welcomed our newest Spending Committee member, Macgill James, and said goodbye to our Co-Chairperson, Heidi Barker. Heidi has served on the Spending Committee for almost four years and has been a tremendous asset to Colonel Town. She will be sorely missed! Lori Lane, Vocational Director at WMRHS, and Heidi Barker worked very hard with the directors to write a grant in February to try and get funding from the North New Hampshire Foundation for a Volunteer Coordinator. We didn't receive the grant, but were able to collect a lot of pertinent data while writing the grant that will be useful in the future. We hope to pursue these funds again.

Safe Haven is now under the ownership of Colonel Town. Gerrie Scott and the rest of the Safe Haven staff have worked closely with the directors to integrate Safe Haven into Colonel Town's program. As a result, we have seen a significant increase in enrollment and look forward to furthering that increase in 2004.



We were thrilled to host Colonel Town's first dance recital in January, consisting of only four routines, at the Town Hall. It was encouraging to see such a large turnout. Our second dance recital was held in June at the WMRHS auditorium to accommodate the huge audience. It was at this recital that we said goodbye to Danielle Discenzo as she went to college. Danielle was one of the reasons our dance program was successful and we wish her the best of luck! Sarah Poekert, another WMRHS student, has taken the reins of our dance program and has seen the number of dancers increase to about 65 dancers. The third floor has been changed – half is now a library and the other half is a dance studio equipped with sound system, mirrors and a dance bar. If you haven't had a chance to see it, you should definitely stop by and check it out.

The summer was extremely busy, with the pool and various day camps. Because Horse Camp was extremely popular in the past, we offered a Novice camp, as well as an Advanced camp, and still had to turn some people away. Therefore, we're hoping to offer two separate Novice camps next year to make it available to more children. A packed busload took a trip to Montreal to watch the Expos play. A great time was had by all. "Specialty" days were added to the summer schedule – for example, Movie Day, which was attended by about 40 people.

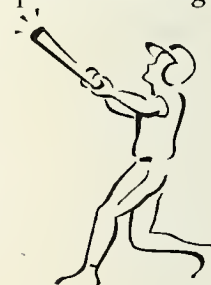
Fortunately, AmeriCorps came to Colonel Town again for two weeks. The group worked diligently to make necessary repairs to get the pool ready for its June opening, renovated the small office, painted the grandstand, snack bar, dugouts, scoreboards, pool house bathrooms, and outdoor bathrooms. They also worked at the community camp by rebuilding a grill site and disassembling the dangerous ones. Their help was priceless this year! Without their efforts, many of these maintenance problems wouldn't have been fixed.

The pool opened on schedule this year, despite incurring startup problems. Fitch Fuel made repeated "house calls" in order to start the filtration system and repair the broken pipes. A new pump was installed on the chlorine tank. We had a great turnout for swimming lessons this year; the instructors gave approximately 385 lessons!! Pool hours were lengthened to provide more opportunities for families to use the pool after work hours. The pool, however, is in really rough

shape. It's difficult to notice just by looking at it after it's been painted, grouted and refilled. There are cracks in the pool's plaster, the filtration system is obsolete, the steps are disintegrating, and the pool shed is unsafe due to structural and electrical problems. We have received estimates on fixing the pool and pool shed for about \$700,000. The pool is a vital asset to this community and the surrounding towns – it is extremely important for our youth to learn how to swim and it's a great source of enjoyment on those really hot days. The Spending Committee is going to be diligent in 2004 in kicking off a capital campaign in hopes of helping to fund this major project. The decision was made to increase program fees by \$1 earmarked for the pool.

Improvements continue to be made to the Community House and grounds. An additional five truckloads of mulch were added to the playgrounds to further ensure the children's safety. The FunRaisers repaired the remaining "B" field.. The upstairs porch at the Community House was screened and carpeted. New drapes were purchased for the living room, dining room, kitchen, dance studio and hallways. Wiring repairs were made in the baseball and Community House snack bars. New stereo systems were purchased for the adult fitness classes and the dance studio. In addition, the soccer teams enjoyed playing with new soccer goals last fall. Major improvements were made to the Safe Haven bathrooms and downstairs locker rooms.

It is simply astonishing to see how many improvements were made through volunteerism and donations. Due to the efforts of the Americorps group, the library has been reorganized to make it more comfortable and conducive to reading. The Lou Leaver Fund paid for new carpeting for the small office, front entrance and hallway. Currier Chevrolet donated a 1992 Chevy 2-door pickup because ours wasn't running. Jerry Hite, manager of Butson's, became a great partner to this organization by donating snack bar supplies for the tournaments and attending corporate meetings to donate a soda fountain worth \$10,000 to us. An anonymous donor purchased a new oven for the snack bar kitchen. Richard McGinnis purchased a new photocopier for us when ours was broken. Parents of children attending Safe Haven pitched in and bought a new microwave for the Community House kitchen. Through a donation, we received the platform tennis game that is being constructed for the tennis courts near the pool. The construction is also being performed by volunteers. These are just examples of the many ways organizations and individuals have shown their generosity to Colonel Town in 2003.



The actions teams, created as a result of the Colonel Town Community Collaboration Event and another example of volunteerism, began meeting and working on a variety of projects. These action teams consisted of: Facilities Management Plan, Financial Management Plan, Intergenerational Group, Communications, and Volunteers/Coaches Group. Many useful policies and information were generated from the efforts of these groups. A special thanks goes to Heidi Barker for maintaining the momentum with these groups.

It can't be said enough -- volunteers are crucial to our organization's successes. This year's Volunteer of the Year is awarded to Heidi Barker. Heidi is one of those volunteers who exudes energy and vivaciousness. She never asks more of anyone than she's willing to commit. It's difficult to even estimate the number of hours she graciously gives to Colonel Town each year, because she is involved in so many things. She served on the Spending Committee for almost four years, and in that time she served as Secretary and Co-Chairperson. She took her roles seriously and always strived to do better. Heidi is one who likes to reach for the stars and think "outside of the box". In maintaining high expectations for herself and this organization, she achieved numerous worthwhile

goals. Because of her “go-getting” personality, Colonel Town received grant funds for the Collaboration Event and new web site, as well as obtaining AmeriCorps groups for the past two years to help at Colonel Town. In addition to her role as Spending Committee member, she also coaches intramural teams. She brings enthusiasm to soccer and is an excellent mentor for her players. It’s quite common to see her working in the snack bar, wearing her bright orange vest while parking cars at the fair, or selling raffle tickets at Bob Lowe Tournaments. She does it all! During the past few years it almost seemed like she lived here because she was constantly doing things for the betterment of Colonel Town. Heidi is also the first person to pat other volunteers on the back and thank them for a job well done. Her intensity to tackle the tough projects reaped great benefits for our organization. Her kindhearted and generous spirit, coupled with her tenacity and dedication, make her a valuable asset to Colonel Town and this community. Thank you, Heidi, for all your hard work! Heidi Barker personifies Lou Leaver’s motto: “It’s Not Me. It’s Not You. It’s Us!!!”

One company stands in the forefront for aiding Colonel Town in 2003. This year’s Business of the Year is awarded to McGee & Company. Lewis Cassady maintained the soccer field sprinkler system, while fixing problems with the main pipes, at no cost. We called Lewis this summer when there was a problem with the water pipe, and he came immediately, even though it was extremely hot outside and he had a busy work day scheduled. As a result of his quick actions, we were able to keep the soccer field looking green throughout the season. He also winterizes the system before the pipes can freeze, again at no cost. Lewis worked on a few plumbing problems at the pool and snack bar, too. He did an excellent job making improvements to the Safe Haven bathrooms and downstairs locker rooms, and did so at a minimal cost. His expertise has really come in handy, and we truly appreciate his generosity!

In closing, we’d like to thank all the volunteers and coaches for another extremely incredible year. Many of our programs, camps, intramural and travel teams couldn’t survive without their dedication. Children benefit from the many positive experiences they incur while playing for these teams. You help make memories they won’t soon forget!

Respectfully submitted,
Edward & Denise Wood, Directors
The Spending Committee:

Sharon Atkinson
Macgill James
Patti Rexford

Donna Bouthillier
Richard McGinnis
Jay Riff

Andy Cliche
Pat Payer
Trisha Rivard

Halloween window painting



Colonel Town Recreation
2004 PROPOSED BUDGET
 January through December 2004

	Jan - Dec 04
Income	
Community Camp	1,000.00
Fees	
Field Fees	400.00
House Fees	1,000.00
Pool Fees	18,000.00
Program Fees	38,000.00
Total Fees	57,400.00
Fundraisers	4,577.00
Interest	
Checking Interest	150.00
Total Interest	150.00
Miscellaneous Income	
Snack Bar Income	6,500.00
Vending Machine Income	750.00
Total Miscellaneous Income	7,250.00
Safe Haven Income	
Safe Haven Tuition	62,000.00
Total Safe Haven Income	62,000.00
Town Funding	
Capital Exp/Operating Income	20,000.00
Sewer	2,000.00
Water	3,000.00
Total Town Funding	25,000.00
Trust Income	
Administrative - Allocation	46,600.00
Campground - Allocation	1,234.43
House/Grounds - Allocation	45,412.96
Pool - Allocation	15,952.61
Total Trust Income	109,200.00
Total Income	266,577.00
GROSS PROFIT	266,577.00

Expense	
Appropriations	100.00
Audit Fee	750.00
Automobile Expense	250.00
Bank Service Charge	10.00
Capital Expenditures	15,000.00
Colonel Town's Cemetery Lot	125.00
Community Camp Expense	
Electric	1,700.00
Maintenance	1,500.00
Total Community Camp Expense	<u>3,200.00</u>
Equipment	1,500.00
Fuel	7,000.00
Grant Expense	5,000.00
Honeywell	7,900.00
Insurance	
Disability Insurance	240.00
Insurance – Health	17,875.00
Insurance – Life	240.00
Insurance – Multi Peril/Auto	0.00
Insurance – Work Comp	2,500.00
Liability Insurance	2,500.00
Treasurer's Bond	100.00
Total Insurance	<u>23,455.00</u>
Maintenance	
House and Grounds	2,000.00
Mats/Carpet Cleaning	650.00
Supplies	1,500.00
Maintenance – Other	2,500.00
Total Maintenance	<u>6,650.00</u>
Office Supplies	2,000.00
Payroll Expenses	
Payroll – Administration	36,500.00
Payroll – Maintenance	24,000.00
Payroll – Pool	18,000.00
Payroll – Programs	6,700.00
Payroll – Safe Haven	48,000.00
Payroll – Taxes	
Payroll Taxes – Administration	2,800.00
Payroll Taxes – Maintenance	1,836.00
Payroll Taxes – Pool	1,377.00
Payroll Taxes – Programs	513.00
Payroll Taxes – Safe Haven	3,672.00
Unemployment	1,218.00
Total Payroll Taxes	<u>11,416.00</u>
Total Payroll Expense	<u>144,616.00</u>

Pool Expenses	
Chemicals	2,000.00
Electricity	2,500.00
Fuel	1,700.00
Maintenance	3,000.00
Total Pool Expenses	<u>10,000.00</u>
Postage and Delivery	225.00
Printing and Reproduction	150.00
Program Expenses	
Halloween Supplies	600.00
Referees	3,500.00
Supplies	2,000.00
Travel Team	1,000.00
Program Expense - Other	7,500.00
Total Program Expense	<u>14,600.00</u>
Rec/Conf Meetings	500.00
Repairs	
Equipment Repairs	750.00
Total Repairs	<u>750.00</u>
Retirement	3,186.00
Saven Expenses	
Advertising	100.00
Food	510.00
Petty Cash	100.00
Supplies	150.00
Telephone	450.00
Total Safe Haven Expenses	<u>1,310.00</u>
Snack Bar Supplies	3,000.00
Telephone	2,000.00
Trash	1,800.00
Utilities	
Gas and Electric	5,800.00
Sewer	2,000.00
Water	3,000.00
Total Utilities	<u>10,800.00</u>
Vending Machine Supplies	700.00
Total Expense	<u>266,577.00</u>
	<u>0.00</u>

Colonel Town Recreation
2003 BUDGET vs. ACTUAL
 January through December 2003

	Jan - Dec 03	Budget	% of Budget
Income			
Community Camp	1,285.00	1,000.00	128.5%
Earned Discounts	101.69		
Fees			
Field Fees	345.00	400.00	86.25%
House Fees	991.49	2,000.00	49.58%
Non C/T Programs	4,157.77		
Pool Fees	19,385.84	17,500.00	110.78%
Program Fees	43,771.55	38,000.00	115.19%
Total Fees	68,651.65	57,900.00	118.57%
Fundraisers	7,841.35	7,589.00	103.33%
Interest			
Checking Interest	243.88	150.00	162.59%
Total Interest	243.88	150.00	162.59%
Miscellaneous Income			
Charitable Donations*	- 5,520.00		
Snack Bar Income	6,401.55	6,500.00	98.49%
Vending Machine Income	756.08	1,100.00	68.74%
Total Miscellaneous Income	12,677.63	7,600.00	166.81%
Safe Haven Income			
Safe Haven Funds	7,500.00	7,500.00	100.0%
Safe Haven Tuition	66,577.95	60,000.00	110.96%
Total Safe Haven Income	74,077.95	67,500.00	109.75%
Town Funding			
Capital Exp/Operating Income	45,000.00	45,000.00	100.0%
Sewer	2,000.00	2,000.00	100.0%
Water	3,000.00	3,000.00	100.0%
Total Town Funding	50,000.00	50,000.00	100.0%
Trust Income			
Administrative - Allocation	48,078.85	44,380.87	108.33%
Campground - Allocation	1,273.61	1,175.65	108.33%
House/Grounds - Allocation	46,854.25	43,250.44	108.33%
Pool - Allocation	16,458.99	15,193.04	108.33%
Total Trust Income	112,665.70	104,000.00	108.33%
Total Income	327,544.85	295,739.00	110.76%
GROSS PROFIT	327,544.85	295,739.00	110.76%

Expense			
Appropriations	100.00	200.00	50.0%
Audit Fee	750.00	500.00	150.0%
Automobile Expense	1,291.41	500.00	258.28%
Bank Service Charge	11.80	25.00	47.2%
Capital Expenditures	17,235.09	20,000.00	86.18%
Capital Improvements Fund	7,500.00	7,500.00	100.0%
Colonel Town's Cemetery Lot	164.00	125.00	131.2%
Community Camp Expense			
Electric	1,653.88	1,700.00	97.29%
Maintenance	1,496.36	1,500.00	99.76%
Total Community Camp Expense	3,150.24	3,200.00	98.45%
Equipment	1,456.69	2,500.00	58.27%
Fuel	7,342.28	7,000.00	104.89%
Grant Expense	3.85	5,000.00	.08%
Honeywell	8,103.53	7,900.00	102.58%
Insurance			
Disability Insurance	233.91	260.00	89.97%
Insurance – Health	17,054.36	17,024.00	100.18%
Insurance – Life	233.85	258.00	90.64%
Insurance – Multi Peril/Auto	0.00	100.00	0.0%
Insurance – Work Comp	2,213.00	2,500.00	88.52%
Liability Insurance	2,894.38	2,500.00	115.78%
Treasurer's Bond	100.00	100.00	100.0%
Total Insurance	22,729.50	22,742.00	99.95%
Maintenance			
Electrical Repairs – House	14,250.00	14,250.00	100.0%
House and Grounds	2,040.06	2,000.00	102.0%
Mats/Carpet Cleaning	651.85	650.00	100.29%
Supplies	1,464.34	1,500.00	97.62%
Maintenance – Other	2,679.40	2,800.00	95.69%
Total Maintenance	21,085.65	21,200.00	99.46%
Office Supplies	1,907.92	2,000.00	95.4%
Payroll Expenses			
Payroll – Administration	36,040.11	35,000.00	102.97%
Payroll – Maintenance	26,492.72	20,000.00	132.46%
Payroll – Pool	17,478.12	18,000.00	97.1%
Payroll – Programs	7,676.07	6,500.00	118.09%
Payroll – Safe Haven	49,810.68	51,300.00	97.1%
Payroll – Taxes			
Payroll Taxes – Administration	2,603.68	2,677.50	97.24%
Payroll Taxes – Maintenance	1,887.09	1,530.00	123.34%
Payroll Taxes – Pool	1,336.25	1,377.00	97.04%
Payroll Taxes – Programs	646.72	498.00	129.86%
Payroll Taxes – Safe Haven	3,892.79	3,925.00	99.18%
Unemployment	1,154.15	400.00	288.54%
Total Payroll Taxes	11,520.68	10,407.50	110.7%
Total Payroll Expense	149,018.38	141,207.50	105.53%

Pool Expenses			
Chemicals	1,896.86	4,000.00	47.42%
Electricity	3,403.82	2,500.00	136.15%
Fuel	1,628.62	1,700.00	95.8%
Maintenance	3,013.30	5,000.00	60.27%
Programs	1,013.90	1,200.00	84.49%
Total Pool Expenses	10,956.50	14,400.00	76.09%
Postage and Delivery	369.91	225.00	164.4%
Printing and Reproduction	268.75	150.00	179.17%
Program Expenses			
Entry Fee for Trips	2,554.00		
Fees Held for Non C/T Programs	4,151.46		
Halloween Supplies	722.83	600.00	120.47%
Referees	1,827.00	3,800.00	48.08%
Refunds	860.00		
Supplies	2,086.57	2,000.00	104.33%
Travel Team	1,131.37	1,000.00	113.14%
Program Expense - Other	9,239.30	7,500.00	123.19%
Volunteer Gifts	385.27		
Total Program Expense	22,957.80	14,900.00	154.08%
Rec/Conf Meetings	477.50	500.00	95.5%
Repairs			
Equipment Repairs	876.35	1,085.00	80.77%
Total Repairs	876.35	1,085.00	80.77%
Retirement	3,102.64	2,356.50	131.66%
Safe Haven – Out	11,287.33		
Saven Expenses			
Advertising	28.50	100.00	28.5%
Bad Checks Expense	92.00		
Food	427.05	510.00	83.74%
Petty Cash	100.00	175.00	57.14%
Supplies	328.91	200.00	164.46%
Telephone	534.60	480.00	111.38%
Total Safe Haven Expenses	1,511.06	1,465.00	103.14%
Snack Bar Supplies	3,576.28	3,000.00	119.21%
Telephone	1,881.21	2,258.00	83.31%
Trash	1,812.00	1,800.00	100.67%
Treasurer's Pay	450.00	400.00	112.5%
Utilities			
Gas and Electric	5,478.24	5,800.00	94.45%
Sewer	729.40	2,000.00	36.47%
Water	3,216.30	3,000.00	107.21%
Total Utilities	9,423.94	10,800.00	87.26%
Vending Machine Supplies	560.50	800.00	70.06%
Total Expense	311,362.11	295,739.00	105.28%
	16,182.74	0.00	100.0%

*Charitable Donations is for a CD and is not income.



Kylie Cormier and Jaymi Foster
Halloween Costume Parade

K-2 Soccer



Father/Daughter Dance

Report to the Citizens of Lancaster, Beneficiaries of the Col. Francis L. Town Trust:

In year 2003, the stock market finally rebounded and showed gains for the 12-month period. The Colonel Town Trust had a market value as of 12/31/03 of \$3,186,015.66, up from \$2,904,192.22 as of 12/31/02. This represented an increase in market value of the Trust's principal for the year of 9.7%. This increase reflects growth in the principal balance in the trust, with all income, less expense, having been distributed to Colonel Town Spending Committee during the year. However, the low interest rate market continues and as fixed income securities have matured, Charter Trust Company (the investment firm managing the Trust) has found it difficult to match the current yields locked in with older securities. As of 12/31/03, the Trust's portfolio is balanced at 54.1% Equities, 44.9% Fixed Income, and 1% Cash.

Total income for year 2003 was \$123,439.27, representing a total asset yield of 3.87% to ending market value as of 12/31/03. Distributions in 2003 to the Col. Town Spending Committee totaled \$112,665.70. Out of the total income generated came the following expense items: Charter Trust Commission (8% of Income) of \$9893.57, NH State Filing Fee of \$75.00, Premium on Insurance Bond of \$400.00, Probate Court Cost of \$55.00, and the Probate Filing Fee from Charter Trust of \$350.00, all totaling \$10,773.57 in expenses. This represents an expense on total assets of .3381% based on ending market value.

The Investment Committee continued its meetings during the year to review the Trust's administration, and met with the investment management firm, Charter Trust Company. Looking ahead, we expect a decrease in distributions to the Spending Committee during 2004, primarily due to the difficult interest rate environment. Total estimated annual income is \$120,451.43, which is \$2987.84 less than the previous year. Out of this income will come the same expense items noted above. We are still investigating management options to see if there are any ways to increase these distributions in future years, while preserving the Trust's earning power and principal for future generations.

Respectfully submitted,

TRUSTEES FOR THE TOWN OF LANCASTER UNDER WILL OF FRANCIS L. TOWN
(COLONEL TOWN INVESTMENT COMMITTEE)

Roger Gingue, Chairman
Douglas Shearer, Treasurer
Dennis Merrow
Donald Crane
James Whithed
Hal Goolman

LANCASTER MUNICIPAL CEMETERIES 2003

The Trustees of the Lancaster Municipal Cemeteries oversee and maintain six cemeteries: Summer Street Cemetery (located across from the Col. Town field and at the end of Cemetery Street), Wilder Cemetery on Main Street (on the hill between the Methodist and Christian Science Churches), #10 Cemetery (located on Martin Meadow Pond Road), Marden Cemetery (located on North Road), a one-person lot (located on South Lancaster Road, and Wentworth Cemetery (located on Pleasant Valley Road).

David Currier, the supervisor and his assistant, Darwin Hurlbert, Jr. did a very good job in maintaining all of the above cemeteries. We would like to take this opportunity to show our appreciations by thanking them for job well done, and keeping our expenses down.

Again, it has been a very quiet year. If anyone should happens to see someone doing any inappropriate things, please call one of the Cemetery Trustees listed below. Or report the incident to the Lancaster Police Department immediately. We would greatly appreciate it.

As a reminder, every year, we usually request that the people remove the faded ornaments, dead flowers or plants, and other lawn decorations by May 1st in preparation for the clean-up for Memorial Day and the summer months. No dogs are allowed at any of the cemeteries. Rules and Regulations reports are available upon requests.

We have received many favorable comments about the condition of the cemeteries. We, as the committee, are proud of our cemeteries. We, as the committee, are proud of our cemeteries. We welcome any ideas and comments you may have, whether they are good or bad. And we also welcome any donation of flowers, bulbs and plants.

We had 20 regular and 7 cremation burials.

Respectfully submitted,

Cemetery Trustees

Joyce C. White
Ronald N. Bailey
Michael W. Nadeau

WEEKS MEMORIAL LIBRARY

2003

Today -- more than ever -- Americans can't wait to get the information they need. Our jobs, our children's education, the health and well-being of our families depend on it. Right now, it's all at the library. If there's something you need to know -- about a health problem, the stock market or a new tax law -- a librarian can help you find out. In addition to almost 44,000 books and magazines, the library offers three on-line computers with Internet access for Lancaster residents and library members. The library staff is ready to use all of these tools in the search for information.



Additions to the library from gifts have brought the video collection to over 1350 items. The books-on-tape section includes 800 tapes and a growing collection of books on CD. A local library donated a selection of large print books which we supplement with books from the New Hampshire State Library. A magnifying lamp is available in the library for individuals who need to enlarge items for easier reading.

The Friends of the Weeks Memorial Library continue to support the library in many ways. Wingate Hall, our public meeting room, has been repainted, and the kitchenette finished. The Gladys Brooks Book Endowment has been started with help from the Friends. The group's program committee sponsors a monthly book discussion and schedules special programs each month.

The library continues to increase programming. 2003 included several lectures and book discussions co-sponsored by the New Hampshire Humanities. Eight travel night programs, slide shows by local travelers, were held, and a monthly series is being co-sponsored with Hospice of Lancaster. Regular children's story hours are held each week, and a toddlers' hour is in the planning stages. Two months of special programming for children of all ages were held during the summer, and a small, but enthusiastic, reading patch club met monthly during the school year. We continue to look for new ways to reach children and young people and for new volunteers who will help with programming.



We encourage everyone to visit the library. Watch for our new acquisitions in the library's weekly column. Keep your eye out for forthcoming programs. Bring us your suggestions for books, tapes, and programs. Consider volunteering at the library. The library is here for you.

Submitted by Barbara R. Robarts, Library director

REPORT OF THE TRUST FUNDS FOR THE TOWN OF LANCASTER ON DECEMBER 31, 2003

Date Created	Name of Trust Fund	Purpose of Fund	Principal Beg. Bal.	Principal End Bal.	Interest Beg. Bal	Interest End Bal.	Total P & I
1914	Lyman Blandin Fund	Benefit of Needy	\$66,988.15	\$66,988.15	\$19,725.19	\$19,880.20	\$86,868.35
1880	Cemetery Fund	Beautify Cemetery	198,673.64	198,673.64	3,278.53	1,755.30	200,428.94
1926	Helen W.C. Dennison Fund	Care of Cross Park	7,344.71	7,344.71	841.63	906.39	8,251.10
1932	Jas. L. Dow Fund	Beautify Parks & Streets	7,384.53	7,384.53	4,094.20	4,158.96	11,543.49
1910	Historical Trust	Compile History of Town	1,220.74	1,220.74	637.54	648.33	1,869.07
1915	Chapin C. Brooks Fund	Benefit of Lancaster School	7,332.89	7,332.89	2,180.37	2,245.13	9,578.02
1920	Emmon Smith Fund	Benefit of Needy	61,694.37	61,694.37	15,621.33	16,166.17	77,860.54
1918	G. M. Stevens Fund	Beautify Cemetery	192,210.07	192,210.07	3,171.98	1,698.34	193,908.41
1910	Library Trust	Benefit Weeks Library	24,140.60	24,140.60	398.42	213.31	24,353.91
1996	WMRHS Scholarship	Scholarship Fund	14,847.60	14,847.60	4,412.62	4,543.69	19,391.29
Total Common Funds			\$581,837.30	\$581,837.30	\$54,361.81	\$52,215.82	\$634,053.12
1914	Lyman Blandin Fund	Benefit of Needy	\$15,345.81	\$15,345.81	\$42,939.61	\$43,410.31	\$58,756.12
1935	Monahan Trust	Benefit of Public Nursing	1,105.20	1,105.20	1,943.91	1,959.30	3,064.50
1926	Dennison Trust	Care of Cross Park	925.35	925.35	4,310.26	4,352.73	5,278.08
1880	Cemetery Trust	Beautify Cemetery	54,022.09	54,022.09	1,908.97	447.30	54,469.39
Sub-total			\$71,398.45	\$71,398.45	\$51,102.75	\$50,169.64	\$121,568.09
1975	C/R – Fire	Purch. Fire Equipment	\$118,580.16	\$0.00	\$13,039.18	\$2,268.12	\$2,268.12
1980	C/R – Water	Purch. Water Dept. Equipment	50,079.39	36,579.39	4,122.59	4,433.92	41,013.31
1980	C/R - Sanitation	Purch. Sanitation Equipment	93,680.02	72,858.02	6,639.01	7,303.45	80,161.47
1980	C/R - Highway	Purch. Highway Equipment	149,700.17	117,755.17	3,406.33	5,139.86	122,895.03
1982	C/R - Ambulance	Purch. Ambulance	1,307.93	1,307.93	572.49	897.30	2,205.23
1987	C/R - Landfill	To Close Landfill Closeout	225,257.30	225,257.30	53,930.23	56,159.48	281,416.78
1987	C/R - Industrial	Bus & Industrial Development	71,584.66	71,584.66	56,425.43	57,454.38	129,039.04
1993	C/R - Town	Town Hall Improvement	34,000.00	44,000.00	9,775.52	10,043.78	54,043.78
2001	C/R - PAYT	Pay As You Throw Program	20,000.00	20,000.00	423.53	588.53	20,588.53
2001	C/R - Weeks	Library	10,000.00	15,000.00	52.08	130.47	15,130.47
2001	C/R - Col. Town	Spending	5,000.00	22,500.00	77.64	155.54	22,655.54
1998	C/R - Bridges	Repair Bridges	121,875.73	105,645.07	23,249.03	24,417.39	130,062.46
1999	C/R - Town	Future Revaluation	55,000.00	3,059.61	2,546.47	3,009.22	6,068.83

2002	C/R - Police Dept.	Future Costs of Equip & Bldg	5,000.00	10,000.00	1.10	41.36	10,041.36
2002	C/R - Employee Benefits		3,000.00	1,357.65	.64	24.81	1,382.46
Sub-total of Town C/R's			<u>\$964,065.36</u>	<u>\$746,904.80</u>	<u>\$174,261.27</u>	<u>\$172,067.61</u>	<u>\$918,972.41</u>
1984	WMRHS - Scholarships	Scholarships	\$12,610.58	\$12,610.58	\$107,589.62	\$99,832.21	\$112,442.79
1987	C/R - Forestry		37,233.04	18,930.04	16,730.82	17,113.88	36,043.92
1994	C/R - Bldg Repairs & Maint.	School Bldg Repairs & Maint.	45,908.65	75,082.48	0.00	401.51	75,483.99
1998	C/R - School Plow Vehicle	Purch. Plow Equipment	10,896.08	20,896.08	163.09	284.66	21,180.74
1998	C/R - Road & Driveway Reprs	Road/Drive Repairs	40,000.00	26,000.00	3,269.03	3,517.68	29,517.68
Sub-total School Funds			<u>\$146,648.35</u>	<u>\$153,519.18</u>	<u>\$127,752.56</u>	<u>\$121,149.94</u>	<u>\$274,669.12</u>
GRAND TOTAL ALL FUNDS			<u><u>\$1,763,949.46</u></u>	<u><u>\$1,553,659.73</u></u>	<u><u>\$407,478.39</u></u>	<u><u>\$395,603.01</u></u>	<u><u>\$1,949,262.74</u></u>

BUILDING PERMITS

DID YOU KNOW.....

For clarification purposes, there is presently a requirement that a building permit be obtained prior to the start of construction. This regulation can be found in Article 10 of the present Zoning Ordinance. (The following language is also found in Article 13 of the proposed Zoning Ordinance.) The section reads as follows:

Article 10, Enforcement and Administration, Zoning Ordinance.

“It shall be unlawful to erect any building or substantially alter the bulk of any building or relocate any building in any district without first obtaining a building permit from the Building Inspector. No permit shall be required for remodeling or repairing where the total cost of such work, including materials and labor will not exceed \$1,000 and the purpose for which the building is to used is not changed.

Upon any well-founded information that this Ordinance is being violated, the Selectmen shall take immediate steps to enforce the provisions of this Ordinance, by seeking an injunction in the Superior Court or by any other legal action.”

The penalty for failing to obtain a building permit can be found Article 12 of the present Zoning Ordinance. (Article 15 of the proposed Zoning Ordinance.)

Article 12, Penalty

“Any person, firm, or corporation violating any of the provisions of this Ordinance shall be fined not more than one hundred dollars (\$100) upon conviction for each day such violation may exist.”

As you can see, there are serious penalties for failing to obtain a building permit. The Town has the ability to request an injunction in Superior Court if a person begins construction without a Building Permit. In addition, if it is found that a building permit was not obtained prior to the start of construction, you may be fined \$100-\$275 **PER DAY** for each day you were in violation. (RSA 676:17)

Finally, it is important to note that your building permit **MUST** be posted and must be visible from the street. This assists municipal officials in determining who has obtained their permit and who has not. If your permit is not posted, you can expect to be contacted by a municipal official to determine if you have properly obtained a permit.

IMPORTANT NOTICE/DEADLINE

Beginning April 1st of 2004, the Town of Lancaster will be taking a more proactive effort in determining who is in compliance and who is not in compliance with these existing regulations. This report is an effort to alert the public that beginning in April of 2004, the Town expects to be issuing complaints, injunctions, and possible violations to those who chose to undertake construction without first obtaining a building permit. We appreciate your cooperation during this period.

BUILDING PERMITS ISSUED

The Town of Lancaster reviewed and approved building permits for new buildings, additions, and renovations. The following is a summary of the permits:

PERMIT #	OWNER	LOCATION
03-001	Michelle Rideout	Causeway Street
03-002	Coos & Essex Agricultural Society	516 Main Street
03-003	Robert Thomas	39 Middle Street
03-004	Egidro & Joan Tramontozzi	196 Grange Road
03-005	Ronald E. Wert	284 North Road
03-006	Doug & Karin Matey	208 Grange Road
03-007	Bernard Choquette	208 Portland Street
03-008	Robert Cummings	485 Prospect Street
03-009	Robert Cummings	485 Prospect Street
03-010	Daniel M. Kenison	482 Elm Street
03-011	Durwood White	69 Mechanic Street
03-012	Lancaster Renaissance	25 Park Street
03-013	Lancaster National Bank	One Middle Street
03-014	Jaton Management Co., Inc.	198 Main Street
03-015	James H. Whithed	175R Martin Meadow Pond
03-016	Harold "Butch" Munce	100 Bridge Street
03-017	Paul Cranc	172 Main Street
03-018	Gary Thomas Long	55 Main Street
03-019	George E. Sansoucy	148 Main Street
03-020	George E. Sansoucy	148 Main Street
03-021	Mark & Sarah Desrochers	220 Elm Street
03-022	Lancaster Fireman's Association	30 Park Street
03-023	Gary Baker	20 Blackberry Lane
03-024	Kevin Kopp	33 Mount Prospect Road
03-025	David & Patricia Fuller	267 Main Street
03-026	David & Jodie Robinson	5 Page Hill Road
03-027	Chuck & Tammy Cosseboom	77 Main Street
03-028	Laurie Haskins & Kathleen LaFrance	20 Middle Street
03-029	Brenda L. Savage	74 Elm Street
03-030	Domenic Pallaria	9 Hill Street
03-031	William & Kristine Colborn	Martin Meadow Pond Road
03-032	Douglas Shearer	4 Hopkinson Place
03-033	Daniel Benoit	600 Main Street
03-034	Leo J. Enos	309 Main Street
03-035	Lance Whipple	203 Summer Street
03-036	MER Entertainment, LLC	44 Main Street
03-038	Denise R. Cusson-Shipley	6 Pine Haven Road
03-039	Nanette Kline	198 Pleasant Valley Road
03-040	Karen Fass	54 Brook Road
03-041	William Thompson	29 Fletcher Street
03-042	David & Jodie Robinson	5 Page Hill Road
03-043	John E. Tolman	276 North Road
03-044	Alan & Nikki Cormier	85 Middle Street
03-045	St. Paul's Episcopal Church	113 Main Street

03-046	Robert & Jennie Wheeler	6 Crystal View Road
03-047	John & Tina Perreault	7 Grandview Drive
03-048	Landra Leach	273 Portland Street
03-049	Kenneth & Madeline Walker	Walker Drive
03-050	Mike & Joelle Bastian	25 Governor's Terrace
03-051	Doris Kendall	39 Portland Street
03-052	Jon & Patricia Dugan-Henriksen	14 Williams Street
03-053	Genesis Elder Care	91 Country Village Road
03-054	Steven Streeter	24 Main Street
03-055	Richard & Gloria Brisson	36 Kilkenny Street
03-056	Margaret & Alexis Moser	574 North Road
03-057	Claude H. Reed	7 Page Hill Road
03-058	Stephen A. Druke	Mary Elizabeth Lane, Lot #1
03-059	James & Leslie Seppala	98 Middle Street
03-060	Raymond Dubreuil	Causeway Street
03-061	George F, George C, Sally & Diane Carter	65 Stebbins Hill Road
03-062	Weeks Medical Center	170 Middle Street
03-063	Robert Francis	105 Elm Street
03-064	Paul & Holly Fortin	10 Crystal View Road
03-065	Peter & Janet Dubreuil	16 Brook Road
03-066	Bernard Thibeault	83 Middle Street
03-067	John Pearson	29 Middle Street
03-068	Richard Gainer	156 Portland Street
03-069	Raymond Dubreuil	72 Causeway Street
03-070	David H. Cantin	44 Prospect Street
03-071	John & Aila Pratt	7 Pleasant Street
03-072	John Ladd	39 High Street
03-073	Jim & Ann Marie Dubreuil	88 Portland Street
03-074	Paul Davletich	208 Portland Street
03-075	Jim Parks	67 Bunker Hill Street
03-076	Charles Allin	59 Bunker Hill Street
03-077	John E. Brooks	7 Robin Lane
03-078	John Silas Hopkins III & Donna Lee Rooney	367 Martin Meadow Pond
03-079	Everett E. Rexford	12 Hoopers Drive
03-080	Karin Matey	208 Grange Road
03-081	Lancaster Assembly of God	637 Main Street
03-082	Eugene R. Jaroch, Jr.	543 North Road
03-083	Wayne & Tricia Frenette	96 Page Hill Road
03-084	Michael Beattie	Elm Street
03-085	Quinten & Heather Welch	9 Hoopers Drive
03-086	Everett E. Rexford	17 Pine Haven Road
03-087	Gary & Marjorie Jenness	12 Richardson Street
03-088	Leo & Leon Rideout	28 Causeway Street
03-089	Michael & Corinne Phillips	312 Elm Street
03-090	David Hill, P J Noyes, Inc.	89 Bridge Street
03-091	Joseph & Jacqueline Jackman	105 Buffalo Road
03-092	Donald & Gwendolyn Haspel	69 Water Street

PLANNING BOARD

The Lancaster Planning Board has had a busy year with about one-third more applications to review than last year. The Board has continued to revise the Subdivision and Site Plan Review regulations, as well as many hours working on the Zoning Ordinance and Map with the assistance of the Zoning Board. The Board reviews all commercial Building Permit applications before they are issued. The Board meets the second Tuesday of each month for the regular meeting and meets the fourth Tuesday to review additional building permits or for work sessions as necessary.

Please note that building permit applications must be filed before the building or excavation is started! This includes new buildings, additions, and exterior renovations.

This year the Board reviewed many building permit applications and held hearings on the following cases:

- #542 Timothy Savage, Elm Street;
Voluntary Merger acknowledged
- #543 Steven Streeter, 22 Main Street;
Change in use; and Voluntary Merger acknowledged
- #544 Daniel Benoit – Dan’s Service Center, 250 Summer Street;
Increase number of permitted vehicles
- #545 Robert Cummings, 485 Prospect Street – Mt. Lake Campground;
New building and renovations
- #546 Allen Bouthillier, 243 Main Street;
Change in use. No Site Plan Review was required.
- #547 Durwood White, 69 Mechanic Street;
Additional apartment, storage shed renovations
- #548 Lancaster National Bank, 1 Middle Street;
Informational only - no Site Plan Review was required.
- #549 Cabot/Choquette, Route 2/ Portland Street;
Lot Line Adjustment
- #550 Landra Leach, Route 2/ Portland Street;
2-lot subdivision
- #551 Gary & Pam Biadasz, 202 Main Street;
Change in use to fitness center
- #552 David Fuller, 267 Main Street;
Commercial building addition
- #553 Lebaron Beane, 202 Summer Street;
Proposed used car dealership
- #554 Lance Whipple, 203 Summer Street;
Utility building and future office space

- #555 Town of Lancaster/Joyce Bean Property, 25 Mechanic Street;
Conveyance of 0.19 acres to Town of Lancaster
- #556 Claude H. Reed, 5 & 7 Page Hill Road;
2-lot subdivision
- #557 Catherine Cook, 48 Main Street;
Chg in use to children's clothing store
- #558 James & Ann Marie Dubreuil, 88 Portland Street;
2-lot subdivision
- #559 Timothy Savage, Elm St./Water Street;
3-lot subdivision
- #560 White Mountain Maple Works, 246 Portland Street;
Change in use – Preliminary Conceptual Consultation only
- #561 Town of Lancaster, 21& 23 Mechanic Street;
Voluntary Merger acknowledged
- #562 Leo Enos, 309 Main Street;
New commercial building
- #563 David O'Connor-Tenant/Jeffrey Young-Owner, 52 Main Street;
Change in use to bookstore
- #564 Daniel Savage and Arthur Dunn, 64 and 80 Lost Nation Road;
Conveyance of 0.81 acres to Dunn
- #565 St. Paul's Epicopal Church, 113 Main Street;
Building addition
- #566 Donald L. Crane/Susan Wallace & Virginia Barns, 211 & 221 North Road;
Conveyance of 0.45 acres to Crane
- #567 Frank & Aranka Pecze, 218 Portland Street;
2-lot subdivision
- #568 Weeks Medical Center, 170 Middle Street;
Building addition
- #569 Jon Parks, 107 Summer Street;
Building addition
- #570 P.J. Noyes Co., Inc., 79 Bridge Street;
Parking area
- #571 Mark Morel, 379 Whitefield Road;
2-lot subdivision
- #572 Leo Rideout, Jr., 28 Causeway Street;
Commercial building addition
- #573 P.J. Noyes Co., Inc., 89 Bridge Street;
Commercial building addition

- #574 Golden Cross Ambulance, 234 Summer Street;
Change in use
- #575 Matthew Treamer, 96 Bunker Hill Street;
Voluntary Merger acknowledged
- #576 Elelia G. Allin & Catherine Burgess, 425 Elm Street;
Voluntary Merger acknowledged
- #577 Lancaster Realty Associates, Inc., 7 Chelle Road;
2-lot subdivision and 6-unit condominium building
- #578 Lancaster Furniture, 563 Main Street;
Voluntary Merger acknowledged
- #579 Aldine "Jack" Tillotson/Town of Lancaster, Spring Street;
Postponed until after Town Meeting 2004
- #580 David Rexford , 218 Summer Street;
New commercial building
- #581 Phyllis Manville-Rexford, 288 Main Street;
2-lot subdivision
- #582 John L. Riff IV, 40 Bridge Street;
2-lot subdivision
- #583 Michael & Sally Beattie, Elm Street;
6-lot subdivision
- #584 James Dubreuil, 500 North Road;
7-lot subdivision

Lancaster National Bank
Remodeling Project



LANCASTER ZONING BOARD OF ADJUSTMENT

The Zoning Board of Adjustment held ten hearings in 2003 and three work sessions. One work session was held jointly with the Planning Board to review the draft amendments to Lancaster's Zoning Ordinance. These amendments will be voted on by written ballot during polling hours on March 9th, Annual Town Meeting Day.

- #416 Jon Parks for a variance, concerning article 6 section 6.01, to locate an off premise sign. The variance was granted to allow an off premise sign no larger than 24 square feet at 393 Main Street (Martin's Agway).
- #417 F. B. Spaulding Co. for a variance, concerning article 6 section 6.01, to locate an off premise sign. The variance was granted to allow an off premise sign no larger than 24 square feet at 243 Main Street (A.B. Car Wash).
- #418 Mark & Sarah Desrochers for a variance, concerning article 5 section 5.04(a) setbacks, to construct an addition closer to the lot line than allowed on property located at 220 Elm Street in the agricultural district. The variance was granted.
- #419 Robert, Jennie, Steven, Mark & Kelly Wheeler for a variance, concerning article 5 section 5.04(a) setbacks, to construct a house closer to the lot line than allowed on property located on Crystal View Drive in the agricultural district. After discussion the appeal was continued for a month to give Mr. Wheeler time to get an approved location for his septic system. At the April hearing the variance was granted.
- #420 Claude & Betty Reed for a variance, concerning article 4 section 4.04, to allow a building lot of less than one acre on property located on Page Hill Road in the agricultural district. The variance was granted.
- #421 John & Tina Perreault for a variance, concerning article 5 section 5.04, to allow construction of a 6'x 44' covered porch and 8'x 6' back entrance closer to the lot line than allowed on property located at 7 Grandview Drive in the agricultural district. The variance was granted.
- #422 Claude Reed for a variance, concerning article 5 section 5.04 setbacks, to allow construction of a 12' x 20' outbuilding to replace an old garage closer to the lot line than allowed on property located on 7 Page Hill Road in the agricultural district. The variance was granted.
- #423 Margaret & Alexis Moser for a variance, concerning article 5 section 5.04 setbacks, to allow construction of a 2-car garage addition and bulkhead closer to the lot line than allowed on property located at the corner of North Road and Gore Road in the agricultural district. The variance was granted.
- #424 Paul T. Crane for a special exception, concerning article 9 section 9.03(4), to allow a campground on property located off Mt. Cabot Road in the agricultural district. The special exception was denied. This was a rehearing.
- #425 Darron Spalty for a variance, concerning article 5 section 5.01, to raise more than 20 alpacas on property located at 92 Elm Street in the residential district. The variance was granted to allow no more than 40 alpacas permanently and up to 60 seasonal on the property.

The Zoning Board consists of five full members and three alternates. All members are volunteers appointed by the Board of Selectmen. The Zoning Board meets on the last Wednesday of each

month, when required, at 7:00 PM on the second floor of the Town Hall. If you are interested in serving on the Zoning Board of Adjustment, please contact the Town Office at 788-3391. Your name will be forwarded to the Board of Selectmen.

Respectfully submitted,

Alan Savage, Chairman
James Hammond, Vice Chairman
Jean Tenney
Millard "Sonny" Martin, Jr.
Allen Bouthillier
Rebecca Oleson (resigned)

George "Skip" Sansoucy, Alternate
John Lawlor, Alternate
Joan "Pipp" Wiese

NOTES

THE CALEB GROUP
Interfaith Volunteer Caregivers
30 Highland Street, Whitefield, NH 03598

The Caleb Group, a not-for-profit organization, which was established in October of 1995, continues to provide services to older adults in eight northern NH communities. Caleb's heartfelt mission is to enhance independent living for the elderly, infirm and homebound by relieving isolation and assisting with friendly visits, care and supportive services through a network of volunteers and the fostering of caring communities.

In 2003, The Caleb Group assisted more than 252 Bethlehem, Dalton, Groveton, Jefferson, Lancaster, Littleton, Twin Mountain, and Whitefield seniors. Caleb's 85 active volunteers donated over 3,600 hours and drove over 29,000 miles to help their older neighbors remain independent! Without these dedicated volunteers, The Caleb Group would not exist. Transportation to medical appointments and shopping is one of the most requested services through The Caleb Group. Caleb volunteers provide other services as well: friendly visiting, telephone reassurance, help with chores, paperwork and light housekeeping are to name a few. Caleb volunteers also assist with various other community programs, such as the Commodity Supplemental Food Program. This Program is available, every other month, to NH seniors that are 60+, and that financially qualify. Caleb volunteers help distribute this food to elders, who are totally homebound. The Caleb Group is still working in conjunction with Shaw's of Littleton. Shaw's provides the day old bread and Caleb volunteers deliver it to seniors in the various communities. The Caleb Group has also been working with Wal-Mart and The Above the Notch Humane Society of Littleton, and Companion Animal Care of St. Johnsbury, Vermont, regarding Caleb's Pet Food Project. Since the Pet Food Project began in October of 2002, (less than a year and a half ago), The Caleb Group has given out over 2 tons of pet food/litter to help seniors feed their pets! Last but not least, Caleb still provides training for seniors who want to learn how to use computers. Computer classes are held every Wednesday morning at the Highland House Computer Lab. Without the various services that Caleb provides, many of the older adults who need just a little extra help to continue living independently, might have had to go into a nursing home.

There are no fees for the services that are provided by The Caleb Group. The program is funded through grants, fundraising, donations and generous appropriations of the towns in which the services are provided. We want to thank the residents of Lancaster for their support and for making it possible for us to continue to provide these much needed services to the area's elders. The \$3,200 appropriated at last year's Town Meeting was greatly appreciated, and we ask for your continued support in 2004.

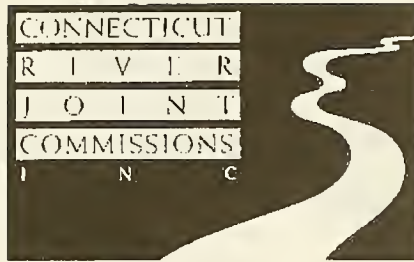
Volunteers are always in great demand, so if you would like to become a volunteer, request a volunteer, or know someone who would benefit from our services, please call the Caleb Office at 837-9179, or contact anyone on the Advisory Board.

Respectfully submitted,
BOBBIE GAUDES
Program Director

Advisory Board Members

Eleanor Brauns, Twin Mountain
David Glover, Whitefield
Rev. Cliff Vendt, Whitefield

Myra Emerson, Lancaster
Carl Rod, Jefferson



ANNUAL REPORT 2003 CONNECTICUT RIVER JOINT COMMISSIONS

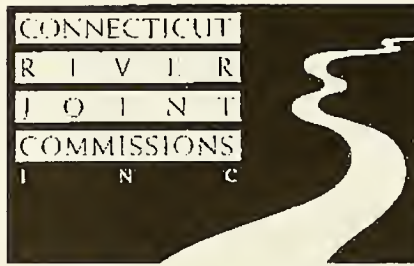
This year the Connecticut River Joint Commissions have looked at issues as wide-ranging as the status of municipal wastewater treatment plants in the watershed to the hazards of development on the varied clays left by glacial Lake Hitchcock. Appointed by the legislatures of New Hampshire and Vermont to guide growth and development in the watershed, the CRJC are advisory and have no regulatory powers, preferring instead to ensure greater public involvement in decisions that affect the river and its valley.

In 2003, the Commissions completed a major riverbank restoration demonstration project at the Fort at No. 4 in Charlestown, which protected both a key Contact Period archeological site at the fort and a population of federally endangered mussels just offshore. We continue to work to bring the attention of federal and state agencies to *the Connecticut River Corridor Management Plan*, to give local people new influence in the decisions of their government when it comes to their river. Our five local river subcommittees are an active voice for river issues in their regions.

With the support of the four US Senators from New Hampshire and Vermont, the Commissions were able to provide \$85,000 in Partnership Program grants for locally inspired projects, including grants for a bi-state Milk Marketing Study Group, an assessment of erosion control methods used along Millers Run in Vermont, restoration of the Brunswick Town House, and a North Country/Northeast Kingdom extension of the Connecticut River Birding Trail.

CRJC supports efforts to safeguard natural, agricultural, and historical assets of the valley, and are working with businesses and the states to strengthen the local base for tourism through visitor centers in ten “waypoint communities” along the Connecticut River Byway. This year we worked to provide signage for each of them, and provided staff and coordination for the Byway effort. Visit the Byway at www.ctrivertravel.net. We welcome the public to our meetings on the last Monday of each month. Visit our website at www.crjc.org for a calendar of meetings, useful information and links, and our newsletter, *River Valley News*.

Dr. Robert Christie, Connecticut River Commissioner



ANNUAL REPORT – 2003
Riverbend Subcommittee
Connecticut River Joint Commissions

This year the Riverbend Subcommittee began to update our *Connecticut River Corridor Management Plan* with a close look at water quality and water-related issues in our region, particularly the need for more complete information on the safety of the river for swimming, fishing, and boating. The towns of Concord, Littleton, Haverhill, and Bath have sent new representatives to the Subcommittee, bringing new ideas and interests to ensure that discussions continue to be well-balanced.

The Subcommittee has continued to carry out our legal obligation to provide information and assistance to the states, towns, and local landowners on projects near the river. We have advised the State of New Hampshire on the importance of keeping river flow gauges in service to help with river management.

We have encouraged all towns in our region to review our current *Connecticut River Corridor Management Plan*, and to incorporate its recommendations as they update town plans and revise their zoning ordinances, particularly for shoreland protection. The heavy rains of last August demonstrated the critical importance of giving rivers and streams enough room. All riverfront landowners should be aware that the NH Shoreland Protection Act now applies to the Connecticut River. Contact the town office for more information.

The Riverbend Subcommittee is advisory and has no regulatory authority. The public is welcome to participate in our meetings, on the fourth Thursday evening of every other month, at Littleton Community House. Citizens interested in representing the town are invited to contact the selectmen. More information, including a calendar, advice on bank erosion and obtaining permits for work in or near the river, and a summary of the *Connecticut River Corridor Management Plan*, is on the web at www.crjc.org/localaction.htm.

Bill Allin, Leighton Pratt, Ron Wert, Scott Forbes - Lancaster Representatives

LANCASTER CONSERVATION COMMISSION

The Lancaster Conservation Commission is comprised of five volunteer members. These members meet monthly on the second Monday of each month at 7 PM at the Lancaster Fire Department's Ambulance Bay. I would like to thank them for their dedication and service to the Town of Lancaster.

The meetings are open to everyone and you are encouraged to attend them. While the Commission seldom has to address any matters of earth shattering importance, we do have oversight in matters that we consider to be important to the Town and area.

Currently, we are trying to resolve issues with the Ice Retention Dam on Israel's River. Any solution (removal or installation of a fish ladder) should be able to be accomplished with no cost to the town. We are looking at a selective cutting of the Town Forest. During a walk around the Forest with Sam Stoddard of the University of New Hampshire Cooperative Extension and Allan Ryder, local Licensed Forester, we found a good diversity of tree types and varieties and a Forest in need of attention. We are also working on Scenic Vistas and are attempting to inventory those worthy of protection and are looking for help in doing so. We have financed the planting of several trees on Main Street in an attempt to continue the improvement of the appearance of the Town. During one of the inventories of properties that have been placed in Conservation Easements we discovered a cemetery out east that is in need of repair and maintenance. The cemetery is the final resting place of members of the Wentworth family. We are working with the property owners to restore the cemetery and turn maintenance over to the Town Cemetery Committee.

Finally, as always, we are looking for good people who are interested in the environment who would like to be part of our Commission. If you are interested, please contact the Town Office or myself.

Ronald Wert – Chairman

Members:

Allan Carr
Robert Christie, MD
Paul Crane
David Rexford



HERITAGE TRAIL Annual Report 2003



Our work on the Heritage Trail this year was concentrated on the section of trail between Reed Road and the town reservoir. For this work we received a \$1,000 grant from the New Hampshire Department of Trails.

- We constructed a 100-foot bog bridge across a wet area of the open field that carries the so-called pipeline. As a snowmobile corridor also uses this field, we marked our bridge with a line of posts and reflectors to alert them that some changes have been made.
- A bridge over a minor stream had been partially collapsed by a moose. We removed the old bridge and replaced it with one that will support the biggest bull moose.
- Several of us, over the course of the season, greatly improved a section of trail leading through a badly-overgrown clear-cut area.

In addition, the entire trail was re-signed and blazed; two articles with pictures were printed in the Coos County Democrat and two trips were co-led with members of the Green Mountain Club over sections of the Heritage Trail.

We used some of the money from our grant to purchase a number of much-needed tools. It was a busy year and the next year will be equally busy. If you would like to help, the Heritage Trail Committee meets most months of the year on the first Monday of the month at 7 PM at Weeks Memorial Library (but call (802) 892-1026 to be sure we are meeting on any particular month).

The Heritage Trail exists in large part through the gracious consent of many landowners. The committee and the town extend our thanks to them, some even help maintain the portion of the trail that passes through their property. Please respect their land as you would all private property. The trail is a valuable asset to the town. Those of us who like the outdoors are glad to give something back for the hours of enjoyment we find in the woods.

Our thanks to the town clerk's office for issuing our monthly reports.

Respectfully submitted,

Richard Robinson, Chairman

Lancaster Town Report for CEDC --- 2003

The expected economic boost from reopening the Berlin/Gorham pulp and paper mills has been slow to be seen locally as the timber industry remains in a funk borne of global competition, soft demand and low prices. Locally, higher prices for low-grade wood have not had the desired effect of encouraging loggers back into the woods. This reinforces CEDC's strategy to work at improving the environment for job growth with greater emphasis on regional collaboration, workforce development, and creating a support system for start up businesses.

CEDC continues to lead the charge by the northern three counties in trying to attract better and less costly communications for business, educational and municipal services. Almost daily I am asked what's happening with cell phone service in Lancaster. "When are we getting it?" is the plea.

I wish I knew the answer to that one. Consider though that the market here is very small and the resulting business plan to install mobile phone transmitters show a poor rate of return for cellular carriers.

Though we continue to advocate Mt. Prospect as the preferred site there are considerable legal and state agency obstacles to overcome, not the least of which is a requirement by the Attorney General's office to change the language in the deed that conveyed the property from the Weeks estate to the state. That issue is now in Coos Probate Court and could be resolved by town meeting.

While cell service has become a staple of every day, if not every business life, improved data services are now offered in Lancaster, Whitefield, Groveton, and Colebrook thanks to the efforts of CEDC's North Country Connect project. Besides DSL (both over copper wires---from Verizon and resellers--and fixed wireless system---by NCIA) other carriers are looking to install state of the art microwave systems that could bring broadband services to us cheaper and at greater speeds than presently offered.

Developing the industrial park remains a non-starter, in part because what demand there has been for commercial property has been satisfied by undeveloped parcels along Route 3 heading to the industrial park. All services are offered to these properties so it is the proverbial "low-hanging fruit" that gets picked first by developers. Consider also that though Littleton's industrial park is held up as the shining example of a successful build out, I remind everyone: it took 25 years to achieve their overnight success; they have four exits on the interstate; cheap municipal electricity and they have not attracted a new business in ten years.

Our path for the future is to work at securing what we have for businesses, encouraging better productivity and economies for them and a push to expansion by just one employee, which would have a tremendous impact regionally. Secondly, by improving workforce skills businesses can move to more profitable, more technological operations that pay a better scale. A recent study in the county found that over 85% of today's workforce will retire in 15 years. Replacing that workforce with more skilled employees is a daunting challenge.

CEDC has embarked on several new initiatives. One encompasses overseeing creation of a comprehensive promotion and relocation website for the Great North Woods Region Association. This heavily promoted website not only will cover the recreational values complete with lodging, dining, and activities of the region but also will offer information about schools, hospitals, tax rates, real estate, and other ingredients that developers and businesses consider when relocating a business. GNWRA is working with the county's four Chambers of Commerce to put this in place.

Another initiative will see CEDC coordinating the efforts of other economic development groups in the county so we can develop a regional agenda, consensus and voice to use when discussing needs with Congressional or state officials.

A third initiative is to participate in new efforts to create a four-state Northern Forest Regional Commission (much like other successful regional commissions throughout the country) to direct more federal resources to the more economically depressed areas of northern Maine, New Hampshire, Vermont, and New York. All of these areas share similar economies and problems in diversifying their economies.

So though there have been no ribbon cutting ceremonies to focus on, CEDC continues to lay the groundwork for economic revival and diversification which is usually not too glamorous and involves slow, time consuming efforts, but work that is necessary for future regional success.

Submitted by:
Peter Riviere

LANCASTER RENAISSANCE 2003 ANNUAL REPORT

The Great North Woods Welcome Center continues to grow and prosper. The Year 2003 was an active period for Lancaster Renaissance. Our focus was directed toward the completion of the Great North Woods Welcome Center and to that end, the stair tower and the front porch were completed. Our beautiful new sign was hung on the freshly painted front of the building. Additionally, we completed the second floor, which is currently utilized as office space.

Our financial healthiness was improved by the means of an \$80,000 grant awarded by Charlie Bass's office. Secondly, a majority of the second floor has been commercially leased, which generates monthly revenue helping to defray operating costs.

Other accomplishments for the year include the annual Lancaster Cooks Food Festival, the Lancaster Street Fair, and Olde Tyme Christmas. We continue to maintain the town's flower boxes that grace our main street throughout the summer and combined with our continued development and maintenance of the scenic Riverwalk, creates an environment where our community and visitors can enjoy our quiet beauty.

Looking forward to 2004, our plans are to finish the exterior painting and landscaping which will improve the appearance of the Great North Woods Welcome Center creating a more inviting image for the traveling public we serve. Our plans are to increase our community events during active periods of the summer and during the fall foliage.

Our mission continues to provide Lancaster and the Great North Woods a place where visitors may visit and obtain information while promoting the local community and businesses.

Respectfully submitted,

Marsh Gingue, Chairman



GREAT NORTH WOODS WELCOME CENTER

During the past summer a long-time Lancaster resident entered the Welcome Center and exclaimed, "this is the best thing that ever happened in Lancaster." It well may be. It does have its detractors who say it is too far from the road and is an ugly old building. Our visitors are grateful for our parking area, away from traffic and parking meters, large enough for an RV or a trailer. Ugly, perhaps, but rapidly being made beautiful and it certainly is old, historic old. Many visitors thank us for restoring a historic landmark rather than destroying it.

The attendants at the Center are hosts for the town, welcoming visitors, telling them about the area and encouraging them to take advantage of what we have to offer. Aside from route and mileage information, we offer suggestions about where to buy souvenirs such as real NH maple syrup, and where to have lunch and stay the night in town. In short, we offer a service that Lancaster needs. Last year we had close to five thousand visitors from nearly every state and many foreign countries. We will open for the season Memorial Day weekend and invite everyone to come and see what an asset the Center is for the town of Lancaster.

NORTHERN GATEWAY REGIONAL CHAMBER OF COMMERCE

Well, another year has passed and we have plenty to show for it! In April of 2003, a new Board of Directors took the helm and decided to “kick things up a notch” marketing-wise. Here are a few examples of our efforts:

- ✓ Ads in NH State Tourism Publications (in-state and out-of-state publications). The State of NH publishes two large tourism-oriented books every year in which chambers and businesses can advertise. This year we had a free listing in the in-state publication and took out a 1/8-page ad in the publication that goes to people out of state requesting information. In these ads we invite the reader to call or send for our Gateway publication. We’ve coded the ads so that we can track the results, and we know that they are working!
- ✓ Website Promotion
We are actively promoting our website, the way any business would, by putting our website name on everything and getting links on related sites. We currently have links on NH’s tourism website (visitnh.gov) and on nh.com. With our website statistics, we can track activity on our site. Our website receives an average of 8,350 hits and 1,130 visits per month. If you haven’t checked us out yet, please do so at www.notherngatewaychamber.org. The purpose of the website is twofold: (1) to get people interested in coming to the area, and (2) to promote our member businesses. Members are welcome to further promote their business by adding a link from our website to theirs. Our statistics indicate that the Business Directory page of the site is one of the most popular pages, making it an effective portal to our member businesses.
- ✓ New, updated Relocation Guide
In December 2003, we updated our Relocation Guide. The Guide covers information that people need and want about moving to our area. We’ve gone to a “print on demand” approach this year, allowing us to print the guides when we need them and not have to store them. We anticipate printing up to 700 per year.
- ✓ New Gateway Publication – 50,000 and we may run out!
As we have been doing for the past several years, the Chamber published the magazine, Gateway to the Great North Woods. We printed 50,000 copies to be distributed mainly at rest areas and welcome centers. Last year we came close to running out of these, and this year we actually may. Welcome center operators and retailers alike tell us that they have trouble keeping these magazines stocked. We added the magazine (the form of a large PDF file) to our website this year and it has proven to be a popular download.

In May of 2003, we held our 2nd Annual Small Business Expo, which was even larger and more well-attended than the first one. We’ll be doing it again this year in May as well.

In December of 2003, we started a new program – the Chamber Gift Certificate Program. This program is available only to chamber members and is designed to keep local dollars local. Consumers and businesses can purchase gift certificates at local banks and redeem them at any participating business.

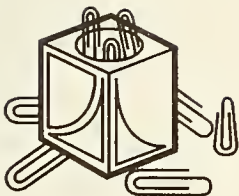
The Chamber phone is now answered five days a week, all year long, during normal daytime business hours. You can contact us at (603) 788-2530.

The mission of the Northern Gateway Chamber of Commerce is to provide those communities that desire it an assist with promoting the area and member businesses. Ours is a

regional chamber, covering thirteen towns in two states: Dalton, Gilman, Groveton, Guildhall, Jefferson, Lancaster, Lunenburg, Northumberland, Randolph, Stark, Stratford, Twin Mountain, and Whitefield. Chamber membership has grown to 125 organizations and is still growing.

In closing, we wish to thank the businesses and the public for their support throughout the year, and we are looking forward to a promising new year serving the area. For more information about the chamber, please contact Executive Director Annie Bartlett at (603) 788-4296.

NOTES



MOUNT WASHINGTON REGIONAL AIRPORT
2003 Annual Report to Towns in the Regional Authority
November 12, 2003

The Mount Washington Regional Airport has operated since the mid-1900s as a resource for business and recreational fliers. The airport boasts strong attributes that leave us poised for sustained growth and effective operations. Among these are its positioning in a location convenient for business people and tourists visiting northern New Hampshire and northeastern Vermont. It is within minutes of major economic, industrial, and residential hubs in the North Country, which also offers local businesses and individuals easy access via general aviation to areas within and outside of the state. In addition, it is located in a neighborhood with one of the most spectacular wildlife refuges in the region, as well as an industrial park set up for easy access via road, rail, and air.

As North Country residents, we often take for granted what is in our back yards. The Airport is no exception. Sometimes it is by talking to visitors “from away” that we can begin to realize just what we have to offer. We were fortunate to have many such visitors to the airport this year, and their comments were encouraging. One guest thanked us for painting the mountains so nicely—a reference to the beauty and grandeur of our White Mountains in spectacular fall colors. Another, who stopped by to reminisce—and return to his roots after moving from the area decades ago—shared with us how accessible the airport made his trip, and how much he appreciated it being here.

A couple “from the big city” raved about their ability to hop in their plane, fly up here, pitch a tent and just unwind. Two brothers came by just this week from Vermont after visiting the Airport previously and falling in love with our new terminal. They showed up with tape measures in hand, measuring every nook and cranny. One of the brothers wants to replicate the building as a summer home for his North Country retirement. And the head of a statewide aviation group – a commercial pilot who flies into airports throughout the US and abroad—described Mount Washington Regional Airport as “a jewel” waiting to be discovered, referring to our prime location, the quality of service we provide, and the progress we are making to further improve the airport.

Such positive comments reinvigorate us as a commission, as we work to strengthen the economy and quality of life here in the North Country. But it’s not just people from out of the area that appreciate what we offer. Local business people use the airport regularly to more easily reach prospective customers and existing clients. Local residents are learning to fly; on many a day—well, dry day—you can see student pilots carefully taking off, performing a series of touch and go maneuvers, then landing back at home after putting in hours toward their pilot’s license. The same holds true for experienced pilots.

During the past year, the Airport Commission has performed significant work on behalf of the users, our neighbors and the residents and businesses – your constituents – in our region. We completed major safety improvements, including installation of a new rotating beacon on the northeast side of the airport, substantial clearing of obstructions both on and off airport property, improved signage to enhance security at the facility, and new snow removal equipment designed specifically for airport use.

We reached out to the businesses and individuals in the region in a variety of ways. We moved forward with a marketing analysis in support of our soon-to-be-updated Airport Master Plan. We held focus group sessions with users to find out what they liked about Mount Washington Regional Airport and what they thought could be improved.

The commission started website link exchanges with major tourist attractions and hotels in the area, bringing them to the attention of pilots looking to get away with their families for a few days, and letting potential visitors know there are ways to get to our region that don't involve interstate highway travel.

We've affirmed our commitment to the Capital Improvement Plan implemented several years ago, and are in preparation stages for expanding the runway and safety area for the airport. Such a move will tremendously increase not just the functionality of the airport, but its visibility in trade literature and guides, which direct pilots to airports with runways that meet certain safety-related criteria.

As we move forward, we expect to continue our track record of success in applying for and obtaining grants that cover the lion's share – 95 percent – of the cost of improvements to the airport. Ninety percent of the cost of improvements is covered through a Federal program funded by user fees paid by individuals who fly on commercial flights. Five percent comes from state funds, much of which is generated by airport users. And the balance—just five percent—comes from the sponsoring organization, in this case, Mount Washington Regional Airport.

We are working to find ways to fund that five percent through a combination of private and public investment. We will be in contact with each of the commission's member towns to discuss these plans, and welcome any creative thoughts, ideas and support you can offer. Feel free to contact your town's rep on the commission, or call me directly at 444-1388.

Thank you for your ongoing support of the airport and the work we are doing for you.

David Willis, Chairman
Mt. Washington Regional Airport Commission



NORTH COUNTRY COUNCIL ANNUAL REPORT

2003

It has been another busy year at North Country Council. We continued to complete a number of local and regional projects for all of our 51 communities throughout the region. Summaries of some of the major projects are as follows:

Transportation:

- Completed over 200 traffic counts during the spring, summer, and early fall
- Completed the TIP process and sent a report to NHDOT with our region's priorities
- Coordinated the Transportation Enhancement process including a work session with the committee, project review based on set criteria, presentations by applicants, and a final review and prioritization and final report to NHDOT
- Began the updating of the regional transportation plan
- Coordination meetings with NHDOT on process of the Ten Year Plan
- Attendance and participation at the GACIT meetings throughout the North Country
- Assisted Community Planner with the update to two master plans' Transportation Sections
- Provided technical transportation assistance to the majority of the communities in our region
- Coordinated the North Country Transportation Committee

Economic Development:

- Successfully received \$1.5 million from EDA for the Mount Washington Valley Technology Village
- Coordinated the North Country District Economic Development Committee
- Successfully extended the EDA District to include all of Grafton County
- Successfully completed a \$2.6 million EDA application for the Dartmouth Regional Technology Village in Lebanon, currently hiring an engineer for the project
- The CEDS Committee also undertook a major re-write of the CEDS document and held seven public meetings in order to educate the public about EDA and to gather input to economic issues in the region
- Wrote 34 grants, for a total of \$7,020,505 for the region in order to assist local communities. Of these grant applications \$4,567,830 have been funded and \$1,469,000 is still pending
- Applied for funding to assist with a telecommunications feasibility study, one of the major issues raised at the public advisory meetings in the spring

Community/Regional Planning:

- Provided technical assistance to 20 towns throughout the region
- Participated in the updated 7 master plans zoning ordinances for member communities
- Coordinated the Law Lecture Series for the NH Municipal Association
- Provided assistance to three (3) towns for the creation of Hazard Mitigation Plans

Environmental Planning:

- Provided technical assistance to over 25 communities in the area of solid waste and hazardous waste management
- Coordinated the Household Hazardous Waste Management collections for 23 communities
- Conducted solid waste and transfer station audits for 2 community transfer stations
- Conducted an ongoing fluorescent light collection program
- Conducted 2 electronic equipment collections
- Provided technical assistance in the National Flood Insurance Program throughout the region

Many of these programs will continue into the year 2004. Major programs for the year 2004 will be completion of our Regional Transportation Plan, the development of a feasibility study for a Regional Hazardous Waste collection site and the continued assistance to all of our communities in grant writing, community planning and other community planning needs.

Our overall goal, however, remains the same: to provide support and leadership to the region, its governments, businesses and citizens.

Sincerely,

Michael J. King
Executive Director

**ANNUAL REPORT
NORTH COUNTRY HOME HEALTH AND HOSPICE AGENCY, INC.
TOWN OF LANCASTER
2003**

Home care is critical to serving the growing health care need of this country. North Country Home Health and Hospice Agency makes it possible for hundreds of people a year to continue their lives at home. Recognizing that clients and their families have special requests and routines, we coordinate all aspects of our clients' care with a keen respect for individual needs. In working with families we discover what is important to the client - their independence, their ability to determine their own future, their right to say, "thanks, but no thanks." It is in the respect of our clients' values and expectations that have earned us a reputation for providing exceptional health care services.

North Country Home Health and Hospice Agency relies on Town support and individual donations to help underwrite the cost of providing home care services to people with limited or no health benefits. Because of your generosity and support, North Country Health and Hospice continues its 32-year tradition of responding to the home health and hospice needs of North Country residents.

As we struggle to deal with the difficult and time consuming issues facing home care today, the staff of North Country Health and Hospice Agency wants to thank you for your continued support so vital to helping people in your town be assured of continuing quality medical care at home.

Explanation of Services:

Skilled Services – shorter hospital stays and new technology allow many treatments to be done in the home, provided and administered by skilled professionals, such as nurses and therapists.

Supportive Care Services – home health aides, homemakers, and companions ensure ill and disabled persons can live in healthy households, have clean clothes, nutritious meals, and help with their activities of daily living.

Hospice Care – a holistic, family supportive, medically directed, team-oriented program that seeks to treat and comfort individuals and families coping with terminal illnesses.

Services provided to the Town of Lancaster in FY2003 include:

<u>Type of Care</u>	<u># of Visits</u>
Nursing	1
Physical/Occupational/Speech Therapy	0
Medical Social Service	0
Home Health Aid/Homemaker/Companion	<u>103</u>
Total	104

Respectfully submitted,

Gail Jurasek, Executive Director

WEEKS MEDICAL CENTER
DARTMOUTH-HITCHCOCK

Home Health & Hospice Services
Annual Report – 2003
 Town of Lancaster



Members of the Weeks Medical Center Hospice Team

Weeks Medical Center-Home Health and Hospice continues to provide Lancaster residents with a wide range of services. They include skilled nursing; physical, occupational and speech therapies; certified home health aides; homemakers; medical social services; intravenous therapies and care to the terminally ill.

Town funding is critically important and is used to assist families and individuals who are unable to pay for home health and hospice services and to support care where funding does not cover the agency's direct costs.

Our Community Outreach efforts continue to expand into Lancaster as our staff members help secure medical and dental insurance coverage for some of your younger residents as well as provide pregnant mothers and their babies with nursing and educational services in their homes during pregnancy and the first year of birth.

The agency's Medicare Hospice program continues to provide excellent palliative care to the terminally ill. Over the last year, 16 hospice patients received care, support and love from our nurses, aides and volunteers. To celebrate their memory, a luminary service was held and over 100 residents from area towns were in attendance.

Regional and Town Services – A Summary

	Skilled Nursing	Rehab Services	Home Health Aide	Home-makers	Visits & Units
Regional services provided by WMC – Home Health	8265	1174	8617	30307	48363
Services to the Town of Lancaster	3445	485	3213	9850	16993

Thank you for your continuing support and confidence.

WHITE MOUNTAIN MENTAL HEALTH
And
DEVELOPMENTAL SERVICES
DIRECTOR'S REPORT
Town of Lancaster

Each year the writing of this report provides an opportunity to reflect on the year's challenges and accomplishments. This year, my 10th as Director, I would like to reflect on the changes in mental health and development services during the past decade.

1993

- All clients, including children and elders, were required to come into the office for appointments, and missed appointments were common.
- Medications were difficult to regulate, had many side effects and were often not effective. Medications for serious mental illness were generally very sedating and management of severe symptoms was often difficult.
- Many people with developmental disabilities were put on "behavior plans" to manage their aggressive or inappropriate behavior.
- Our most mentally ill adults attended a "day program" in our building; almost none were viewed as being capable of holding a job.
- All of our developmental services were provided in our building in a "sheltered workshop". Recreation outside of the building involved several clients going together in a van. "Real" jobs were rare.
- The concept of outpatient mental health short-term therapy was new and regarded as a poor substitute for longer-term treatment.
- Most mental health clients were insured, and most insurance covered an unlimited number of visits.

2003

- Most children, elders and seriously ill adults needing mental health treatment are seen at home, school or in their community. Multiple services assist people where they live.
- A new generation of medications, combined with new understanding of brain chemistry has provided effective treatment for many forms of mental illness. "Self management" and "recovery" are now realistic goals.
- We no longer utilize "behavior plans" for people with developmental disabilities. Instead, we view behavior as communication and we try hard to respond to the needs expressed.
- Mentally ill adults receive support to live and work in the community. "Clean and Green Enterprises" is an active client-run business.
- People with developmental disabilities are working in a variety of jobs and are reliable and loyal employees. Some people with disabilities have their own businesses. Our staff work to connect people with disabilities to their community instead of "sheltering" them.

- Our mental health clinicians are trained to provide short-term therapy, which research has shown to be as effective as longer-term treatment.
- A high percentage of our mental health clients are uninsured due to the high cost of health insurance, and all insurance companies limit the number of visits they will cover. We continue to be the “safety net” for these people.

It is clear that much has changed in the past decade. Some changes, like the skyrocketing cost of health insurance, are cause for concern. Other changes, like the availability of in-home supports, improved medications and community integration of people with disabilities, are cause for celebration. In both cases, we need the support of our towns to assure that we continue to move forward in the next decade.

During 2003, 130 uninsured or under-insured people in the town of Lancaster received 1702.75 hours of service. Town contributions allow us to continue to offer discounted services. Thank you for the past decade of support.

Respectfully submitted,

Jane C. MacKay, Area Director

RESIDENT DEATH REPORT FOR THE YEAR ENDING DEC. 31, 2003

Date of Death	Name of Deceased	Name of Father	Maiden Name of Mother
January			
05	Mary E. Lucas	Silas Stacavich	Gertrude Stackpole
10	William Kellner	William Kellner	Clara Unknown
10	Nellie G. Thurston	Gilbert McDade	Ora McLain
11	Henry S. Paine	Harry Paine	Blanch Smith
16	Madeline B. Compton	Wilhelm Bernhard	Lena Uhl
30	Forest G. Eastman	John Eastman	Lucy Henry
February			
06	Christine C. Allen	William Lombard	Lydia Virge
07	Eleanor B. Coolidge	Hollis Coolidge	Fannie Cross
11	George J. Drew	Fred Drew	Rosie Irvin
13	Kathryn McCann	Aloysius Rokosny	Josephine Trautenberg
15	Douglas W. Marshall	Cleo Marshall	Mildred Boucher
16	Laura R. Derocher	John Vlk	Elsie Betts
18	Charles F. Keith	Clayton Keith	Vera Freeman
25	Helen A. Greene	Frank Digris	Anna Rochkaiti
March			
10	Louis P. Deblois	Amos Deblois	Julia Guilbeault
11	Joan P. Kipp	Howard Potter	Ruth Bailey
17	Ella C. Bishop	Fred Carter	Angie Berry
April			
05	Stuart G. Allin	Charles Allin	Madolyn Gray
27	Mary B. Smith	Kenneth Brisson	Ruth Merrow
May			
14	Peter B. Galka	Anthony Galka	Julia Pulkowska
June			
19	Irene R. Couture	Pierre Gagne	Rose LaFond
20	Catherine M. Philippon	Walter Sequin	Hazel Pelon
July			
03	Nancy Mosher	Basil Heath	Everdean Bean
12	Russell W. Kinney	Thomas Kinney	Ella Messier
14	Katherine Allard	Unknown	Unknown
August			
12	Russell Boyce	Russell Boyce	Ethel Wagner
24	Andrew B. Bergquist	Andrew Bergquist	Hazel Davis

DEATHS

Date of Death	Name of Deceased	Name of Father	Maiden Name of Mother
September			
07	Helen M. Thompson	Harry Middleton	Elizabeth Clark
11	Richard R. Bruce	Chester Bruce	Emily Redman
12	John Chenosh	John Chenosh	Mary Sofnanko
14	Wallace R. Mullins	William Mullins	Jessie Lang
17	Alexander G. Jarvie	George Jarvie	Anna Mayor
22	Verna M. St. Cyr	George Osborn	Ruby Brown
24	Nellie Ingerson	Stephen Sheridan	Belle Walker
30	Thomas B. Barrows	Otis Barrows	Alice Burnside
30	Clarence T. Vashaw	Theodore Vashaw	Zella Morin
October			
10	Gloria A. Green	Sydney Collins	Aurora Vermette
16	Elsie M. McMann	Gilbert McDade	Ora McLain
22	Crystal L. King	Patrick King	Annette Bergin
24	Beth M. Hancock	Irving Willoughby	Mabel Matson
November			
04	Merlyn Baker	Sidney Baker	Viola Sisco
09	Leroy W. Southers	Leroy Southers	Della Hawk
17	Royce E. Pinard	Maurice Pinard	Elsie Ford
18	Manford E. Donovan	Zean Donovan	Pearl Scott
19	Velma B. Treffrey	David McMann	Lucy Hapgood
24	Helen A. Nadeau	Harley Smith	Maude Greenwood
27	Carlos M. Calderon	Carlos Calderon	Kathleen Cerra
29	Dorothy N. Whitcomb	John Nute	Nellie Heald
December			
02	Joel H. Carter	Hartwell Carter	Laura Murphy
05	Esther S. Carbonneau	Arsene Carbonneau	Marie Simard
16	Virginia M. Brooks	Jerry Brooks	Stella Crane
21	Esther W. Monahan	Elmer Burke	Winifred Newton





TOWN OF LANCASTER
RESIDENT BIRTH REPORT
ENDING DECEMBER 31, 2003



Date of Birth	Name of Child	Name of Father	Name of Mother
February 12	John Joseph	Joseph Keenan	Melissa Keenan
February 28	Emily Faye	Keith Kopp	Amy Kopp
March 10	Austin Michael	Nicholas Staley	Melanie Staley
April 22	Julia Alice	Chad Zanes	Amy Zanes
May 13	Riley-James Robert	Mark St. Pierre	Sandra St. Pierre
May 21	Olivia Natalie	Nathan Baker	Stephanie Baker
June 09	Jacob Tyler	Christopher Arsenault	Christine Arsenault
July 21	McKenna Mae	Keith Evans	Kristi Evans
July 27	Parker Dean	Daniel Valdez	Stacey Valdez
Aug 20	Jacob Daniel	Daniel Kenison	Angela Brooks-Kenison
Sept 16	Kaden Matthew	Kolin Bailey	Heather Bailey
Sept 17	Chantel Riley	Jeffrey Johnson	Heidi Johnson
Nov 17	Hosah Anav	Nicholas Surla	Hephziabah Surla



**RESIDENT MARRIAGE REPORT
FOR THE TOWN OF LANCASTER
FOR THE YEAR ENDING DECEMBER 31, 2003**

Date	Name & Residence of Groom	Surname & Residence of Bride	Place of Marriage
Apr 5	Bruce G. McLaren Lancaster, NH	Cynthia E. Casmano Lancaster, NH	Rye
Apr 29	Christopher R. Arsenault Lancaster, NH	Christine M. Curry Lancaster, NH	Groveton
May 12	Eric J. Marceau Lancaster, NH	Mary T. Vey Lancaster, NH	Lancaster
June 6	Brandon M. Colby Lancaster, NH	Martina M. Gillingham Ashland, MA	Bethlehem
June 7	Ryan J. Marchetti Lancaster, NH	Angela M. Ball Lancaster, NH	Bethlehem
June 14	Brandon J. Field Lancaster, NH	Angela I. Russell Lancaster, NH	Bretton Woods
July 19	Gilbert E. Donovan Lancaster, NH	Kimberlee C. Chambers Lancaster, NH	Lancaster
July 19	Stanley S. Whitman Lancaster, NH	Sonia M. Tripp Lancaster, NH	Jefferson
Aug 2	Joseph E. Dane Manchester, NH	Jessica L. Leonard Lancaster, NH	Manchester
Aug 9	Joel R. Dupuis Groveton, NH	Stephanie L. Audit Lancaster, NH	Lancaster
Sept 14	Eric P. Carrier Lancaster, NH	Heather M. Forbes Lancaster, NH	Lancaster
Sept 19	Thomas A. Buckley Lancaster, NH	Charlene M. Kilby Lancaster, NH	Whitefield
Sept 20	Kevin D. Cassady Lancaster, NH	Brandy L. Robinson Lancaster, NH	Lancaster

MARRIAGES

Date	Name & Residence of Groom	Surname & Residence of Bride	Place of Marriage
Sept 27	Michael G. Donovan Lancaster, NH	Tara L. Dupont Lancaster, NH	Lancaster
Oct 18	John L. Riff IV Lancaster, NH	Stephanie A. Weeks Lancaster, NH	Lancaster
Oct 18	Jeremiah Alexander Lancaster, NH	Angie L. Stahler Island Pond, VT	Lancaster
Nov 4	Daniel C. Fournier Lancaster, NH	Dorothy C. Gooden Lancaster, NH	Lancaster
Dec 20	Justin F. Carter Lancaster, NH	Heather I. Belanger Lancaster, NH	Stratford
Dec 31	Rodney S. Drew Lancaster, NH	Janet V. Ingerson Lancaster, NH	Lancaster
Dec 31	Robert W. Snowman Lancaster, NH	Laurie-Anne Haskins Lancaster, NH	Lancaster





Raymond S. Burton

338 River Road
Bath, NH 03740
Tel. (603) 747-3662
Car Phone (603) 481-0863
E-mail: ray.burton4@gte.net

Executive Councilor
District One

REPORT TO THE PEOPLE OF COUNCIL DISTRICT ONE by Raymond S. Burton



It is a pleasure to report to you now in my 25th year of serving the 98 towns, 4 cities and Coos, Carroll, Grafton, Sullivan, and Belknap counties of New Hampshire. All together there are 249,000 people who I consider my customer, clients, and constituents. It has always been a pleasure to respond, as my duties within the Executive Branch of your state government mandate, to inquiries for information, relief and assistance as provided in NH state law and budget. It is an honor to serve you as a public servant.

Below are listed several documents that are available to citizens and I find them to be a valuable NH resource.

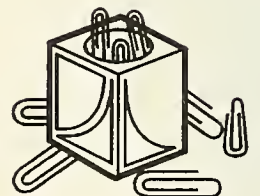
The 2003-2004 state telephone directory of state departments and personnel. This 180 page directory includes TDD access numbers, office information, coordinators, map of location of state buildings, legislative listings, judicial branch listings, department listings, personnel listing, and a topical listing. This is available for a cost of \$6.00 plus \$2.50 postage. Make checks payable to the State of New Hampshire, or order online at www.gencourt.state.nh.us/visitorcenter. The entire directory is available at <http://www.state.nh.us/government/agencies.html>. The 2003-04 NH County Directory of all NH County officials is free and available by calling (603) 224-9222. This is also on the web at www.nhcounties.org.

Also available at no cost from the Secretary of State Office at 271-3242 or at elections@sos.state.nh.us, or mail at Secretary of State, State House Room 204, Concord, NH 03301 are the following publications:

- The NH Election Procedural Manual for 2004-2005
- The NH Election Laws for 2004-2005
- The NH Political calendar for 2004-2005

The duties of the NH Executive Council, The NH Tour Guide book, the official tourist map and the NH Constitution are always available from my office at 271-3632 or 747-3662 or ray.burton4@gte.net. As long as I'm around as one of your elected officials never ever feel you are alone in your hour of need. Contact me anytime!

NOTES



TOWN OF LANCASTER

25 Main Street
Lancaster, NH 03584

FIRE, POLICE, AMBULANCE 9-1-1

Fire Alarm Pull-Box Codes – The first digit of the code is sounded, a pause, then the second digit.

12	Main Street near Old Cemetery
13	Corner Main and Railroad Streets
14	Junction Route 2 & 3 (north)
15	Corner Main and Kilkenny Streets
16	Corner Causeway and Summer Streets
17	Coös Junction
21	Corner Main & Mechanic Sts. & All Rural Areas
22	Corner Pleasant and Portland Streets
23	Corner Williams and Prospect Streets
24	Prospect Street near former Mary Elizabeth Inn
25	Corner Elm, Burnside and Winter Streets
26	Corner Elm and Water Streets
27	Holton Park
28	Portland Street near #73
29	Water and Winter Streets
31	Corner Summer and Wolcott Streets
32	Corner Railroad and Depot Sts., B & M Crossing
33	Corner High and Summer Streets
34	Corner Summer and Middle Streets
35	Corner Middle and Stone Streets
36	Corner Middle, Hill and Mechanic Streets
37	North Road (Beyond Hospital)
41	Thompson Mills
42	Corner Main and Middle Streets
43	Corner Main and Park Streets
44	WEEKS MEMORIAL HOSPITAL
45	ELEMENTARY SCHOOL BUILDING
46	COUNTRY VILLAGE HEALTH CARE CENTER
51	Bunker Hill Street by M.C. Railroad Crossing
52	Top of Bunker Hill Street
142	HOLTON POINT ASSISTED LIVING FACILITY
55	Red Cross – Civil Defense Emergency First Aid
333	NATIONAL GUARD
7-7	6:45 AM ALL SCHOOLS CLOSED ENTIRE DAY

CIVILIAN DEFENSE SIGNALS

Alert Signal - Steady Blast 3 Minutes

Take Cover Signal - Short Blast 3 Minutes

All Clear -30-Second Blast - 2 Minutes Silence, Repeat

